



NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

REGULAR MEETING MINUTES

February 14, 2023

Present in person: Trustees: Timothy Brunn, Ken Michaels, John Ragland, Caretina Tellez
District Manager: Mohammed Haque; District Clerk: Elisa Fisher.

President Michaels called the meeting to order at 7:30 p.m.

1. CALL TO ORDER:

Roll Call: Timothy Brunn – Present
John Ragland – Present
Caretina Tellez - Present
Ken Michaels – Present

2. PLEDGE OF ALLEGIANCE:

Those present stood and pledged allegiance to the flag.

3. PUBLIC COMMENTS – none

4. PRESENTATION & APPROVAL OF MINUTES:

a. Regular Meeting January 10, 2023

Motion by Trustee Brunn to approve the Regular Meeting minutes of January 10, 2023, as presented.
2nd by Trustee Ragland

4 ayes 0 nays 0 absent

5. TREASURER'S REPORT:

a. Approval of the Monthly Treasurer's Report for month ending December 31, 2022

Motion by Mr. Ragland to approve the Treasurer's Report for the month ending December 31, 2022, as presented.

2nd by Mr. Brunn

4 ayes 0 nays 0 absent

MOTION CARRIED

6. MANAGER'S REPORT:

Mr. Ragland asked if the District is paying Greg Bales, who is employed by Tryon Legislative Consulting. Greg Bales was the former Senior Advisor to U.S. Senator Richard Durbin. District Manager Haque stated that Mr. Bales has not given the District a proposal yet. But if he did and it was accepted, he would be paid by the District.

President Michaels asked about the Lakemoor Bonds; District Manager Haque stated that it was possible the Village of Lakemoor was waiting for the Maintenance Bond required period to expire.

7. TRUSTEE REPORTS:

Mr. Ragland stated that he wanted to discuss compensation for the Board President. As the President is up for a new term, Mr. Ragland wanted to recommend an increase to the additional amount that is paid to him. Mr. Ragland stated that President Michaels's involvement is more than the other board members. Currently the President's stipend includes an additional amount of \$150.00, and Mr. Ragland recommends an increase of



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\$150.00 to \$250.00 a month. District Manager Haque stated that the District's Trustees compensation is one of the lowest in the state. President Michaels suggested that the Trustees also get an increase. District Manager Haque stated that per the Sanitary District Act of 1917 Board Members are capped at \$6,000 per year.

8. LEGAL BUSINESS - none

9. OLD BUSINESS – President Michaels stated that Trustee appointments are coming up on May 1st, 2023. President Michaels also stated that he updated his resume and added all the articles he has written. President Michaels and Trustee Tellez are up and will be presented by District Manager Haque at the next Board meeting. Mr. Ragland stated that there was still another Trustee position to be filled, and District Manager Haque stated that it would be ideal to be filled by a Port Barrington resident. District Manager Haque stated that it is mandatory that the Board should be made up of an equal number of Democrats and Republicans.

10. NEW BUSINESS:

a. Approve Change Order #4 for the Holiday Hills Project

Motion by Mr. Ragland to approve change order #4 for the Holiday Hills project in the amount of \$11,100.78.
2nd by Mr. Brunn

Roll Call: Timothy Brunn – Aye
John Ragland – Aye
Caretina Tellez - Aye
Ken Michaels – Aye

4 ayes 0 nays 0 absent

MOTION CARRIED

b. Approval of Pay Request #8 – Trine Construction

Motion by Mr. Brunn to Approve Pay Request #9 to Trine Construction for the Holiday Hills / Le Villa Vaupell Sewer Extension – Phase 1 Project in the amount of \$931,257.56.
2nd by Mr. Ragland

Roll Call: Timothy Brunn – Aye
John Ragland – Aye
Caretina Tellez – Aye
Ken Michaels – Aye

4 ayes 0 nays 0 absent

MOTION CARRIED

c. Approval of Pay Request #1 – Pieper Electric

Motion Mr. Brunn to approve Pay Request #1 to Pieper Electric, Inc. for the Control Building Electrical Upgrades Project in the amount of \$44,222.07.
2nd by Trustee Tellez

Roll Call: Timothy Brunn – Aye
John Ragland – Aye
Caretina Tellez – Aye
Ken Michaels – Aye

4 ayes 0 nays 0 absent

MOTION CARRIED

d. Annual Wage Adjustment Review

Informational only pursuant to the Salary Ordinance and Administration Policy and Procedures adopted in 2012 and revised in 2013. No Board action taken.



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e. Appraisal Update Services Agreement

Motion by Ms. Tellez to Approve an Agreement with CBIZ Valuation Group, LLC in the amount of \$1,950 for Fixed Asset Reporting and Property Insurance Valuation Updating Services and Authorize the District Manager to execute the Agreement

2nd by Mr. Brunn

Roll Call: Timothy Brunn – Aye
John Ragland – Aye
Caretina Tellez – Aye
Ken Michaels – Aye

4 ayes 0 nays 0 absent

MOTION CARRIED

f. Approve Engineering Services Contract for GIS Updates

Motion by Mr. Ragland to Approve an Engineering Services Agreement with Trotter and Associates, Inc. in the amount of \$8,400 for 2023 GIS Conversion and Assistance and Authorize the District Manager to execute the Agreement

2nd by Ms. Tellezz

Roll Call: Timothy Brunn – Aye
John Ragland – Aye
Caretina Tellez – Aye
Ken Michaels – Aye

4 ayes 0 nays 0 absent

MOTION CARRIED

g. Review of User Rates and Proposed Adjustments

Informational only – no Board action taken. District Manager was directed to bring back an ordinance that raises rates at the reduced rate of 5% on May 1, 2023 and 5% on May 1, 2024 to compensate for inflationary pressures.

h. Appointment of District Clerk

Motion by Mr. Brunn to Appoint Elisa Fisher as District Clerk, to replace Debi Martin who will retire in early July.

2nd by Mr. Ragland

Roll Call: Timothy Brunn – Aye
John Ragland – Aye
Caretina Tellez – Aye
Ken Michaels – Aye

4 ayes 0 nays 0 absent

MOTION CARRIED

11. MISCELLANEOUS CORRESPONDENCE

a. MCCG Membership Meeting – Rusty Nail, Ringwood, February 22, 2023



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12. APPROVAL OF BILLS

Motion by Mr. Brunn to approve payment of bills for February 14, 2023, as presented, in the amount of \$1,182,457.24.

2nd by Mr. Ragland

Roll Call: Timothy Brunn – Aye
John Ragland – Aye
Caretina Tellez – Aye
Ken Michaels – Aye

4 ayes 0 nays 0 absent

MOTION CARRIED

13. OTHER BUSINESS - None

ADJOURNMENT

Motion by Mr. Brunn to adjourn the meeting at 8:11 p.m.
Unanimously approved on a voice vote