



# NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

## REGULAR MEETING MINUTES

July 11, 2023

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

Guests Present: Donald Ashley

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:** - President Michaels introduced Port Barrington resident, Donald Ashley, who has applied for the vacant trustee position. Mr. Ashley gave a brief overview of his background and what his occupation is. He also stated that he is currently on the Board of Zoning and Appeals for Port Barrington. He has been on this board for over 25 years and would be resigning if he gets appointed to the Northern Moraine Wastewater Reclamation Board.

### 4. PRESENTATION & APPROVAL OF MINUTES:

a. Regular Meeting, June 14, 2023

Motion by Trustee Brunn to approve the Regular Meeting minutes of June 14, 2023, as presented.  
2nd by Trustee Ragland

4 ayes 0 nays 0 absent

**MOTION CARRIED**

### 5. TREASURER'S REPORT:

a. Approval of the Monthly Treasurer's Report for month ending May 31, 2023

The Treasurer's Report was presented by Mr. Ragland.

Motion by Mr. Brunn to approve the Treasurer's Report for the month ending May 31, 2023, as presented.  
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**

### 6. MANAGER'S REPORT: None



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**7. TRUSTEE REPORTS:** Mr. Brunn stated that he attended the Legislative Event at Trotter’s Office in Fox Lake, IL. He advised that it was very informative and that he spoke to many influential people. He stated that he talked to a McHenry County Representative about potential growth in the Village of Island Lake. The McHenry County Representative stated that there is a Mainstreet Revitalization Grant available for the Village to apply for. District Manager Haque stated that he has sent the Mayor of Island Lake information on this Grant before and encouraged them to apply for it. Mr. Brunn stated that he may possibly attend a Village Board meeting at the Village of Island Lake and inform the Board that there are Grants available to Island Lake. He also stated that his neighbors have some ideas on how to improve Island Lake.

President Michaels stated that there was prior correspondence sent to the Mayors of the Village of Holiday Hills, Island Lake, Lakemoor, and Port Barrington inviting them or asking them to send a representative to attend a meeting today, July 11, 2023, at 6:30pm. The meeting was for the preliminary review of the Northern Moraine Wastewater Reclamation District facility planning. President Michaels stated that we did not receive any response, and no one appeared from the Villages for the meeting.

**8. LEGAL BUSINESS: None**

**9. OLD BUSINESS: None**

**10. NEW BUSINESS:**

a. Public Hearing on the FY 2023-24 Appropriations Ordinance

President Michaels called to order a Public Hearing on the Proposed 2022-2023 Appropriation Ordinance at 7:44 pm. There were no public comments concerning the proposed ordinance. President Michaels made a motion to adjourn the public hearing at 7:45 pm.  
2nd by Mr. Ragland

4 ayes 0 nays 0 absent

**MOTION CARRIED**

b. Adoption of an Appropriation Ordinance

Motion by Trustee Caretina Tellez to adopt Ordinance #23-05 setting the Annual Appropriation for the Northern Moraine Wastewater Reclamation District for the Fiscal Year ending on April 30, 2024.  
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**

c. Pending Trustee Appointment for Term Ending April 30, 2024

President Michaels stated that Donald Ashley was the only applicant for the Trustee position. Mr. Ragland asked that Mr. Ashley provide a one-page application to send to the Legislators. Mr. Ashley asked and was provided an overview of what the Board’s charge and authority was.

**No Board action taken on this item.**



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d. Payment Request #14 and Change Order #6 – Holiday Hills /LaVilla Vaupell Sewer Extension Project – Phase 1

Motion by Mr. Brunn to Approve Pay Request #14 in the amount of \$229,342.34 to Trine Construction and approve Change Order #6 for the Holiday Hills / Le Villa Vaupell Sewer Extension – Phase 1 Project.

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**

e. Semi-Annual Strategic Plan Review

Per District Manager Haque the Semi- Annual Strategic Plan Review was tabled until next month’s meeting.

**No Board action taken on this item.**

f. District Manager Contract Renewal

President Michaels stated that he requested District Manger Haque send the Board information regarding the District Manager’s Contract Renewal. He stated that he wanted to get a head start on the contract renewal as it usually falls around the holidays and he wants to avoid waiting till the last moment.

4 ayes 0 nays 0 absent

**No Board action taken on this item.**

**11. MISCELLANEOUS CORRESPONDENCE:**

- a. Debi Martin Retirement Letter to Board
- b. MCCG Membership Meeting - Pistakee Yacht Club, Johnsburg - Wednesday, July 26, 2023

**12. APPROVAL OF BILLS**

Motion by Mr. Brunn to approve payment of bills for July 11, 2023, as presented, in the amount of \$394,195.79.

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. Ragland to adjourn the meeting at 8:00 p.m.  
Unanimously approved on a voice vote