



NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

REGULAR MEETING MINUTES

September 12, 2023

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

President Michaels called the meeting to order at 7:39 p.m.

1. CALL TO ORDER:

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

2. PLEDGE OF ALLEGIANCE:

Those present stood and pledged allegiance to the flag.

District President Michaels asked the Board if any Trustees objected to skipping to Agenda Item 5 so that Mr. Donald Ashley could be appointed to the board.

5. OATH OF OFFICE: Having been duly appointed by the state of Illinois Appointing Authorities, Donald Ashley took the Oath of Office as District Trustee for the period of September 12, 2023, through April 30, 2023.

The Board resumed the meeting with Agenda Item 11 G, the Annual Audit Report for Fiscal Year 2023-2024.

11G. Approve Annual Audit for Fiscal Year 2023-2024

Jamie Wilkey from Lauterbach and Amen, LLP stated that she was going to start presenting the annual Northern Moraine WRD audit for the fiscal year ending April 30, 2023. Ms. Wilkey began her presentation by thanking the District Staff for their cooperation in providing all the requested documents to help complete this audit. Ms. Wilkey said our cooperation made the auditing job easier. Ms. Wilkey started with the independent auditor's opinion. Ms. Wilkey stated that the auditors are giving an "unmodified opinion" or "clean opinion", this is the highest-level opinion that any local government entity can receive each year. Ms. Wilkey stated that they review all internal controls, workflows, policies, and procedures, which showed no issues of concern. Ms. Wilkey stated that the District received the cleanest opinion possible. Ms. Wilkey moved on to management discussion and analysis, which she recommended the Board read because this letter is a high-level narrative of everything that happened in the fiscal year. Ms. Wilkey also explained and went over the financial statements and budget reports. Ms. Wilkey referred the Board to the management letter provided by Lauterbach and Amen. She stated that the Governmental Accounting Standards Board provided four comments that are new standards that are going to be changing in the future.



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Motion by Mr. Brunn to Accept the Annual Audit as presented by Lauterbach & Amen, LLP for the Fiscal year ending on April 30, 2023
2nd by Mr. Ragland

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

5 ayes 0 nays 0 absent

MOTION CARRIED

After Ms. Wilkey's presentation, the Board resumed the meeting with Agenda Item 3.

3. PUBLIC COMMENTS: - None

4. PRESENTATION & APPROVAL OF MINUTES:

a. Regular Meeting, August 8, 2023

Motion by Trustee Brunn to approve the Regular Meeting minutes of August 8, 2023, as presented.
2nd by Trustee Ragland

5 ayes 0 nays 0 absent

MOTION CARRIED

6. TREASURER'S REPORT:

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

The Treasurer's Report was presented by Mrs. Tellez.

Motion by Mr. Ragland to approve the Treasurer's Report for the month ending July 31, 2023, as presented.
2nd by Mr. Brunn

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

5 ayes 0 nays 0 absent

MOTION CARRIED

7. MANAGER'S REPORT: District Manager Haque stated that he included a draft of the letter that will go out to the Village of Holiday Hills advising that they are able to start connecting to sewer. District Manager Haque stated that he is discussing with Victor Filippini, the District Attorney, over implementation of loans for the connection fees for the residents of Holiday Hills. He also stated that they are waiting for a generator delivery that is due to arrive in late October. This should finish up the first phase of Holiday Hills. District Manager Haque also advised the Board that the control building's electrical project is delayed by over a year. He stated that the electrical contractor is accruing liquidated damages at a rate of \$500.00 a day. President Michaels asked why there was such a delay, District Manager Haque stated that it started with supply issues, however it has now surpassed that.



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Mr. Ragland asked about an issue with tree roots growing in the sewer system. He was not sure why that was an issue as the District bought cameras to do televising of the sewer. District Manager Haque explained that a root infiltrated a manhole and caused sewer back up to a resident's home. District Manager Haque stated that the District has about 88 miles of sewers to televise over 5 years, and it is impossible to do it in a short span of time. He estimates that this will take a few years to complete, but that the District is in the process of doing it.

8. TRUSTEE REPORTS: President Michaels stated that he met with two Legislators, Senator Wilcox, and State Representative McLaughlin regarding the appointment of Donald Ashely to the Northern Moraine WRD Board and other issues with the District.

9. LEGAL BUSINESS: None

10. OLD BUSINESS: None

11. NEW BUSINESS:

a. Approve Resolution to Create the Decennial Committee on District Accountability and Efficiency

District Manager Haque stated that he will add Richard McLaughlin to Section 3D. Mr. McLaughlin will be representing the Village of Island Lake.

Motion by Mr. Brunn to adopt a Resolution creating a Decennial Committee on District Accountability and Efficiency

2nd by Mrs. Tellez

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

5 ayes 0 nays 0 absent

MOTION CARRIED

b. Approve Pay Request #16 by Trine for the Holiday Hills Project – Phase 1& 6)

Motion by Mr. Brunn to approve Pay Request #16 in the amount of \$109,778.60 to Trine Construction 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
Donald Ashley – Aye
Ken Michaels – Aye

5 ayes 0 nays 0 absent

MOTION CARRIED



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c. Approve Resolution on Policies Prohibiting Harassment

Motion by Mrs. Tellez to adopt a Resolution adopting Updated Policies Prohibiting Harassment and Sexual Harassment and Amending the Northern Moraine Wastewater Reclamation District Employee Manual
2nd by Mr. Brunn

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

5 ayes 0 nays 0 absent

MOTION CARRIED

d. Approve Resolution on FOIA

Motion by Mr. Ragland to adopt a Resolution adopting FOIA Rules and Forms
2nd by Mr. Brunn

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

5 ayes 0 nays 0 absent

MOTION CARRIED

e. Approve Ordinance for Surplus Property Disposal

Motion by Mr. Brunn to adopt an Ordinance Authorizing Disposal of Surplus Property
2nd by Mrs. Tellez

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

5 ayes 0 nays 0 absent

MOTION CARRIED

f. Approve Resolution Designating Surplus Property for Auction

Motion by Mr. Brunn to adopt a Resolution designating the items listed on Exhibit A as Surplus Equipment to be sold through an on-line auction administered by Obenauf Auction Services, Inc.
2nd by Mrs. Tellez

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

5 ayes 0 nays 0 absent

MOTION CARRIED



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12. MISCELLANEOUS CORRESPONDENCE:

- a. MCGG Membership Meeting – The Starline in Harvard, IL – Wednesday, September 27, 2023
- b. Recent Communications with Mr. Saville
 - President Michaels updated the Board regarding Mr. Saville. He stated that Mr. Saville attended a Village of Island Lake Board meeting requesting the Village of Island Lake finance a class action lawsuit against Northern Moraine WRD and Board. The Village of Island Lake denied the request. Mr. Saville then proceeded to file a complaint with the Illinois Attorney General’s office regarding the FOIA’s he has sent the District. President Michaels stated that the District is now incurring more legal fees as the District’s attorney is involved. Mr. Ragland asked why he sent a complaint to the Illinois Attorney General and District Manager Haque explained that that he did so because he did not like the response to a FOIA by the District.

13. APPROVAL OF BILLS

Motion by Mr. Brunn to approve payment of bills for September 12, 2023, as presented, in the amount of \$334,576.85.

2nd by Mrs. Tellez

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

5 ayes 0 nays 0 absent

MOTION CARRIED

14. OTHER BUSINESS: None

ADJOURNMENT

Motion by Mr. Brunn to adjourn the meeting at 8:23 p.m.
Unanimously approved on a voice vote