



NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

REGULAR MEETING MINUTES

November 14, 2023

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

Others Present:

President Michaels called the meeting to order at 7:32 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:

3. PUBLIC COMMENTS: - None

4. PRESENTATION & APPROVAL OF MINUTES:

a. Regular Meeting, October 10, 2023

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

5 ayes 0 nays 0 absent

MOTION CARRIED

b. Regular Meeting, September 12, 2023

Motion by Trustee Brunn to approve the Decennial Committee Meeting minutes of September 12, 2023, as presented.

2nd by Trustee Tellez

5 ayes 0 nays 0 absent

MOTION CARRIED

5. TREASURER'S REPORT:

a. Approval of the Monthly Treasurer's Report for month ending September 30, 2023

The Treasurer's Report was presented by Trustee Tellez.

Motion by Trustee Ragland to approve the Treasurer's Report for the month ending September 30, 2023, as presented.

2nd by Trustee Brunn

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



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Donald Ashley – Aye
Ken Michaels – Aye

5 ayes 0 nays 0 absent

MOTION CARRIED

6. MANAGER'S REPORT: District Manager Haque advised the Board that there were Holiday Hill loan documents that were going to be covered in Agenda Item H.

Trustee Brunn asked if the District is still getting reports on COVID tracking. District Manager Haque stated that Joe Lapastora, Director of Operations, did not include that report for this Board meeting, but he will ask him to resume them for future packets. District President Michaels asked if the District was getting FOIA's on COVID tracking. District Manager Haque advised that the District has not received any FOIA's pertaining to the COVID tracking. District Manager Haque advised that the District has not received anymore FOIA's in general and the last communication from the Attorney General's office's Public Access Counselor was the one that ruled in our favor. District Manager Haque advised that the District is still waiting on one additional response from the PAC. District Attorney Pickrell informed the Board that PAC responses are inconsistent, some responses are instant and other times they can take longer.

7. TRUSTEE REPORTS: None

8. LEGAL BUSINESS: District Attorney Pickrell informed the Board that there is a new "Paid Leave for All Workers Act" that will take effect January 1, 2024. For the District to bypass this new Act, the District must pass a new ordinance before January 1, 2024. After this is passed the District will be governed by what the District has, not the Act. Trustee Brunn asked for clarification on the new Act. District Attorney Pickrell stated that the new Act ensures that employers give all their employees a certain number of paid days off. District President Michaels stated that it there is a minimum number of days and then there is an accrual amount as well.

9. OLD BUSINESS: None

10. NEW BUSINESS:

a. Approve Change Orders #2-4 for the Control Building Electrical Upgrades

Motion by Trustee Ragland to approve Change Orders #2, #3 and #4 for the Control Building Electrical Upgrades Project.

2nd by Trustee 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 #17 by Trine Construction for the Holiday Hills Project

Motion by Trustee Ashley to approve Pay Request #17 in the amount of \$71,337.75 to Trine Construction for the Holiday Hills / Le Villa Vaupell Sewer Extension – Phase 1 Project.

2nd by Trustee Brunn

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



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Donald Ashley – Aye
Ken Michaels – Aye

5 ayes 0 nays 0 absent

MOTION CARRIED

c. Adoption of the 2023-2024 Tax Levy Ordinance

Motion by Trustee Brunn Adopt the 2023-24 Tax Levy Ordinance, setting the Levy at \$89,825.43.

2nd by Trustee Ashley

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 Workers Compensation and Flood Insurance Policy Renewal

Motion by Trustee Brunn to enter into policy agreements with Voyager Indemnity Insurance for Flood Insurance for an amount of \$12,377 from December 1, 2023, to December 1, 2024, and Illinois Public Risk Fund for Workers Compensation Insurance for \$24,684 from January 1, 2024, to January 1, 2025, and to authorize the District Manager to execute agreements to bind coverage.

2nd by Trustee 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

e. Approve Health Insurance Policy Renewal

Motion by Trustee Tellez to accept the quote received from BlueCross BlueShield of Illinois for employee health insurance coverage and approve a resolution authorizing the District Manager to execute documents for employee health insurance coverage with BlueCross BlueShield of Illinois' P5E1PPO plan for the one year period beginning January 1, 2024 with a monthly premium of \$17,096.25, based on the quoted employee census and authorize the District Manager to approve additional premium fees of up to 10% due to personnel changes during the coverage period.

2nd by Trustee 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



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f. Approve Pay Request #5 and Change Order #3 for the Lakemoor Lift Station Upgrades

Motion by Trustee Brunn to approve Pay Request #5 to Boller Construction in the amount of \$119,957.11 and approve Change Order #3 for the Lakemoor Lift Station Modifications Project.

2nd by Trustee 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

g. Approve Agreement for CDBG Grant for Holiday Hills – Phase 2

Motion by Trustee Tellez to approve the Subrecipient Agreement with McHenry County for Holiday Hills/Le Villa Vaupell Community Development Block Grant for \$96,364.

2nd by Trustee 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

h. Approve Resolution on Connection Fees

Motion by Trustee Brunn to approve Resolution Deferring Connection Fee Adjustments for New System Users in Holiday Hills

2nd by Trustee 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

11. MISCELLANEOUS CORRESPONDENCE:

- a. MCCG Annual Holiday Dinner – Boulder Ridge Country Club – Wednesday, December 13, 2023

At this time District Manager Haque and District Attorney Pickrell wanted to inform the Board about the Holiday Hills Loan Documents.

Discussion Regarding Holiday Hills Loan Document

District Manager Haque and District Attorney Pickrell went over the connection fees, which are at \$10,822.00 plus the \$100.00 inspection fee for a total of \$10,922.00, and the options that the District is offering the residents of Holiday Hills so they can afford to connect. District Attorney Pickrell stated that the District is



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giving the residents of Holiday Hills an opportunity to finance the connection fee over a period of 30 years. This fee will be added to the District's standard flat rate of \$44.75. District Attorney Pickrell advised that the District needs to make sure it gets full payment, and he introduced three form agreements that would help with doing that: Promissory Note, Mortgage Agreement, and Declaration of Restrictive Covenants. District Attorney Pickrell broke down what each form agreements were for: The Promissory Note is a contract stating that the resident is promising to pay the connection amount, the Mortgage Agreement which allows the District to file a mortgage lien on the property to retrieve payment and the Declaration of Restrictive Covenants which allows the District to shut off all sewer services if the District doesn't get full payment on time. District Attorney Pickrell stated that there isn't a perfect way to guarantee payment, but with these documents in place, the District is in the right place to receive payment on time. District President Michaels advised his concerns regarding the Declaration of Restrictive Covenants when homeowners file bankruptcy. District President Michaels went through a few scenarios regarding bankruptcy and how the District would try and obtain payment. District Manager Haque advised that after four billing cycles if the District still hasn't received payment the District would file a lien on the property, which starts the delinquency process. District Attorney Pickrell advised that he will research bankruptcy and foreclosure scenarios. District Attorney Pickrell stated that tonight the Board needs to approve the loan documents, and ratification will be done at the next board meeting. Trustee Ashely asked if the District is financing the loans with District funds, District Manager Haque explained that the District is deferring revenue at 4% per annum. District Manager Haque advised that the District already has residents that have submitted permits.

At this time District President Michaels motioned to approve a Resolution approving documents for all Holiday Hills connection fee financing installments.

Motion by District President Michaels to approve Resolution 23-11 Approving Documentation for Holiday Hills Connection Fee Financing Installments.

2nd by Trustee 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

12. APPROVAL OF BILLS

Motion by Trustee Brunn to approve payment of bills for October 10, 2023, as presented, in the amount of \$536,049.44.

2nd by Trustee Ashley

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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13. OTHER BUSINESS: District President Michaels advised that the Board needs to review District Haque's contract at the next meeting. Board members were in agreement.

ADJOURNMENT

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