



NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

REGULAR MEETING MINUTES

December 13, 2022

Present in person: Trustees: Timothy Brunn, Ken Michaels, John Ragland, Caretina Tellez
District Manager: Mohammed Haque; District Clerk: Deborah Martin;
District Clerk In Training: 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 November 8, 2022

Motion by Trustee Ragland to approve the Regular Meeting minutes of November 8, 2022, as presented.
2nd by Trustee Brunn

4 ayes 0 nays 0 absent

MOTION CARRIED

b. Executive Meeting, November 8, 2022

Motion by President Michaels to approve the Executive Meeting minutes of November 8, 2022, as presented.
2nd by Mr. Ragland

4 ayes 0 nays 0 absent

MOTION CARRIED

c. Semi Annual Executive Session Review

Motion by President Michaels to release the Executive Meeting minutes of November 13, 2018, December 11, 2018, and January 8, 2019.

2nd by Mr. Ragland

4 ayes 0 nays 0 absent

MOTION CARRIED

5. TREASURER'S REPORT:

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

Motion by Mr. Ragland to approve the Treasurer's Report for the month ending October 31, 2022, as presented.
2nd by Mr. Brunn

4 ayes 0 nays 0 absent

MOTION CARRIED

6. MANAGER'S REPORT:



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Mr. Brunn asked about the District's new Engineer In Training, Jasmin. District Manager Haque stated that Jasmin's degree was in Chemical Engineering, but her Master's thesis was on Wastewater.

Mr. Brunn asked District Manager Haque if there was anything specific, he wanted to point out about his report. District Manager Haque stated that there were some complaints from a Holiday Hills resident regarding storm water discharges and sediment going into the channel. The U.S. Army Corps of Engineers and IEPA issued a violation to Trine. Concern was expressed that there may be another reasoning behind the complaints.

7. TRUSTEE REPORTS - none

8. LEGAL BUSINESS:

The Board discussed the need for a Trustee to replace Jacob Mann. President Michaels told the Board that he will review the state statutes and the Sanitary Act of 1917 concerning the number of board members allowed for Northern Moraine.

9. OLD BUSINESS - none

10. NEW BUSINESS:

a. Approval Payment Request #7 by Trine Construction for the Holiday Hills Project

Motion by Mr. Brunn to approve Payment Request #7 by Trine Construction for the Holiday Hills/ Le Villa Vaupell Sewer Extension - Phase 1 Project in the amount of \$885,421.20.

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

b. Approval Payment Request #1 - Lakemoor Lift Stations Modifications (Lift Stations 1 & 6)

Motion by Mr. Ragland to approve Pay Request #1 to Boller Construction for the Lakemoor Lift Station Modifications Project in the amount of \$6,539.40.

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. Approval of Change Order #3 for the Holiday Hills Project

Motion by Trustee Tellez to approve Change Order #3 for the Holiday Hills Project for the amount of \$17,451.31.

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



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d. Adoption of a Revised Employee Policy Manual

Motion by Mr. Ragland to Motion to Adopt a Revised Employee Policy Manual as presented.

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

e. Adoption of 2023 NMWRD Board Meeting Dates

Motion by Mr. Brunn to Adopt the Calendar Year 2023 Regular Meeting Schedule for the Northern Moraine Wastewater Reclamation District Board of Trustees

2nd by Ms. Tellez

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

4 ayes 0 nays 0 absent

MOTION CARRIED

f. Approval of 2023 NMWRD Holiday Dates

Motion by Ms. Tellez to approve Adopt the Calendar Year 2023 Holiday Schedule for the Northern Moraine Wastewater Reclamation District

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

g. Revised Fees for Legal Services

President Michaels informed the Board that District Attorney Vic Filippini has made an adjustment to his fee schedule and that the rate mainly concerned the impact of commercial developments. No board action required.

11. MISCELLANEOUS CORRESPONDENCE

a. NMWRD Staff Holiday Party, December 16, 2022 at 5:00 pm - Sideouts in Island Lake

12. APPROVAL OF BILLS

Motion by Mr. Brunn to approve payment of bills for December 13, 2022 as presented, in the amount of \$1,090,046.02.

2nd by Ms. Tellez

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



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a. Executive Session

Motion by President Michaels to go into Executive Session to discuss personnel issues.

2nd by Mr. Ragland

Unanimously approved on a voice vote.

MOTION CARRIED

Regular Session ended at 7:52 pm
Executive Session began at 7:53 pm
Executive Session ended at 8:02 pm
Regular Session reconvened at 8:02 pm

President Michaels stated that no Board action was taken in the Executive Session concerning bonuses for Northern Moraine staff.

Motion by President Michaels to authorize the District Manager to make decisions on end of year performance bonuses for staff in the amount of \$200 to \$3000 and to approve the bonus for the District Manager at the rate discussed.

2nd by Ms. Tellez

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

4 ayes 0 nays 0 absent

MOTION CARRIED

ADJOURNMENT

Motion by Mr. Michaels to adjourn the meeting at 8:06 p.m.

Unanimously approved on a voice vote