



# NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

## REGULAR MEETING MINUTES

October 8, 2019

Present: Trustees: Ken Michaels, John Ragland, Timothy Brunn, Dena Battaglia, Lydia Ryberg  
District Manager: Mohammed Haque; District Clerk: Deborah Martin  
Guest: John Balzano with Piper Jaffray

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

### 1. CALL TO ORDER:

Roll Call: Timothy Brunn - Present  
John Ragland - Present  
Dena Battaglia - Present  
Lydia Ryberg - Present  
Ken Michaels - Present

### 2. PLEDGE OF ALLEGIANCE:

Those present stood and pledged allegiance to the flag.

*(At this time, President Michaels asked the Board to accept a change in the agenda, allowing John Balzano of Piper Jaffray, to present to the Board Piper Jaffray's analysis for refinancing the Series 2019 General Obligation Bonds. This is item 10a on the agenda. After his presentation and brief discussion concerning these proposed bonds, the Board voted on the Ordinance.)*

### 10. NEW BUSINESS

#### a. Adoption of Ordinance 19-07, an Ordinance Providing for the Issuance of General Obligation Refunding Bonds

Motion by Trustee Brunn to Adopt Ordinance 19-07 Providing for the Issuance of General Obligation Refunding Bonds (Alternative Revenue Source), Series 2019, in an Aggregate Amount of \$4,200,000.

2<sup>nd</sup> Trustee Ragland

Roll Call Vote: Dena Battaglia - Aye  
Timothy Brunn - Aye  
John Ragland - Aye  
Lydia Ryberg - Aye  
Ken Michaels - Aye

5 ayes 0 nays 0 abstain

**MOTION CARRIED**

*(The Board thanked Mr. Balzano for his presentation and continued with the Meeting Agenda.)*

### 3. PRESENTATION & APPROVAL OF MINUTES:

#### a. Regular Meeting, September 9, 2019

Motion by Mr. Brunn to approve the Regular Meeting minutes of September 9, 2019 as presented.

2<sup>nd</sup> by Mr. Ryberg

3 ayes 0 nays 2 abstain (Trustee Ryberg and Trustee Battaglia were not present for the 9/09/18 Regular Meeting)

**MOTION CARRIED**



Northern Moraine Wastewater Reclamation District  
Regular Meeting Minutes  
October 8, 2019

b. Special Meeting, September 14, 2019

Motion by Mrs. Ryberg to approve the Special Meeting (50<sup>th</sup> Anniversary Open House) minutes of September 14, 2019 as presented.

2<sup>nd</sup> by Trustee Battaglia

5 ayes 0 nays 0 abstain

**MOTION CARRIED**

**4. TREASURER'S REPORT:**

a. Approval of the Annual Treasurer's Report for the Fiscal Year Ending April 30, 2019

Motion by Mr. Brunn to approve the Annual Treasurer's Report for the Fiscal Year Ending April 30, 2019 as presented and to authorize the District Clerk to make the report available pursuant to State Statutes.

2<sup>nd</sup> by Mrs. Battaglia

Roll Call Vote: Dena Battaglia - Aye  
Timothy Brunn - Aye  
John Ragland - Aye  
Lydia Ryberg - Aye  
Ken Michaels - Aye

5 ayes 0 nays 0 abstain

**MOTION CARRIED**

b. Approval of the Monthly Treasurer's Report for month ending August 31, 2019 along with the Quarterly Investment Report

Mrs. Ryberg presented the Monthly Treasurer's Report for month ending August 31, 2019 for Board approval.

Motion by Mrs. Battaglia to approve the Treasurer's Report for month ending August 31, 2019 as presented.

2<sup>nd</sup> by Mr. Brunn

5 ayes 0 nays 0 abstain

**MOTION CARRIED**

**5. PUBLIC COMMENTS:** none

**6. MANAGER'S REPORT:**

Manager Haque reported that Staff has recouped from the District's Open House celebration on September 14<sup>th</sup>. He also reported that Woodman's had their Open House today, and Manager Haque has been in contact with the contractor attempting to get all the underground work completed quickly. Of concern is the lack of adequate access to the District's lift station. The District also has concern about who will maintain this road during the winter. Manager Haque also reminded the Board that if the District had been enforcing its ordinances and requirements and had not allowed some concessions to the Village of Lakemoor, Woodman's would not have been able to open on time. Mr. Haque then briefly went over the Manager's Report that was given to the Board. Mr. Haque informed the Board that in future reports, he will break down in more detail expenses for each of the various projects underway within the District. He ended his report with giving the Board an update on the Septage Receiving Tracking Report and informed the Board that he currently has two permits being completed by haulers. Manager Haque told the Board that the District will install a permanent station for septage receiving along with more security controls.

**7. TRUSTEE REPORTS:**

Mr. Ragland reported that he and Mrs. Ryberg and Manager Haque attended Woodman's Grand Opening event in Lakemoor today. He commented on the large number of shoppers in attendance and on how large the store is. Mrs. Ryberg added that our Superintendent, Luke Markko, and our Junior Engineer, Joe Lapastora, were also in attendance. Mrs. Battaglia stated that she was impressed with how well our Superintendent, Luke Markko, did in conducting the tours for the recent Open House. She felt he was very professional in his ability to educate and inform the public. Mr. Brunn told the Board that he had received a lot of positive comments from those in



Northern Moraine Wastewater Reclamation District  
Regular Meeting Minutes  
October 8, 2019

attendance. President Michaels reported that he had a brief conversation with Mayor Weihofen from the Village of Lakemoor concerning ongoing issues with Rockwell. President Michaels was told by the Mayor that the Village did not file an appearance or complaint with the FCC concerning the purchase of Rockwell Utilities, but the Village has been working with the Department of Natural Resources in their complaints against Rockwell.

**8. LEGAL BUSINESS - none**

**9. OLD BUSINESS - none**

**10. NEW BUSINESS**

b. Adoption of a Revised Employee Manual

After a brief discussion about the benefits and revisions recommended by the District Manager, including Mr. Ragland's concern that the District does not offer many incentives geared towards veterans, a Motion was made by Mr. Brunn to adopt the Revised Employee Manual as presented.

2<sup>nd</sup> Mrs. Battaglia

5 ayes 0 nays 0 abstain

**MOTION CARRIED**

**11. MISCELLANEOUS CORRESPONDENCE**

- a. MCCG October Membership Meeting: Wednesday, October 23, 2019 at the Starline in Harvard

**12. APPROVAL OF BILLS**

Motion by Mrs. Ryberg to approve payment of bills on the October 8, 2019 bill list as presented, in the amount of \$220,156.37.

2<sup>nd</sup> Mrs. Battaglia

Roll Call Vote: Dena Battaglia - Aye  
Timothy Brunn - Aye  
John Ragland - Aye  
Lydia Ryberg - Aye  
Ken Michaels - Aye

5 ayes 0 nays 0 abstain

**MOTION CARRIED**

**13. OTHER BUSINESS - none**

**ADJOURNMENT**

Motion by Mrs. Ryberg to adjourn at 8:34 p.m.

2<sup>nd</sup> Mr. Brunn

5 ayes 0 nays 0 abstain

**MOTION CARRIED**



October 7, 2019

To: NMWRD Board of Trustees  
From: Mohammed Haque, District Manager  
Subject: Manager's Report

*All update items are in italics.*

### **50<sup>th</sup> Anniversary**

*The 50<sup>th</sup> Anniversary Open House was a great success. Amazing job by our staff and Trustees alike. Well done!*

### **Woodmans [Force Main + Gravity Sewer Extension + Lift Station]**

We continue to work with Lakemoor to ensure that startup was completed in time of the store opening. The District allowed temporary bypass pumping and operations without the permanent generator to avoid delays and to accommodate the Village's schedule. Since that time, the generator has been installed and tested. *The project improvements have been approved, contingent on some punch list items. Since last month, we have made two punchlist inspections and one training session with five staff members. The training session could not be completed because not all items were complete and both punchlist inspections were failed because several items were not complete. Ribbon cutting is scheduled for October 8 @ 10am. Trustees Ryberg, Ragland and myself will be present.*

### **Circle K**

Waiting on retained personnel fee. No contact has been made with the District for several months. *Reached out to inspector at Island Lake. Nothing new to report.*

### **Skipper Bud's**

Skipper Bud's request to connect to NMWRD did not garner the full support of all five parties. LRSD has requested that the matter be delayed until their dissolution/transfer to Lake County. *No update.*

### **Dunkin Donuts - Lakemoor**

The development has paid the permit fees. We are waiting for a recorded covenant / ordinance from the Village of Lakemoor. Once received, we will issue the sewer connection permit. *The Village board has approved the covenant, but we are waiting for it to be recorded.*

### **Lift Station Controls**

The Hale control panel has been delivered and because of the 50<sup>th</sup> Anniversary, we have decided to use it at the Treatment Plant Lift Station. A new one will be ordered for Hale, as well as panels at additional locations in the next few months utilizing contributions from state legislature capital bill funding. Due to ongoing trouble with the Grundfos Remote Management system, we are looking into alternate alarming system for the new conversions. *Work will resume on this now that the Open House is complete.*



### **Floodproofing of Control Building and Generator Modifications**

Since we have had considerable savings on this project, we are replacing the weathered and rusting doors on this building with extruded aluminum doors as well as the entire mansard to have a uniform look to the building. We are also having some landscaping work done around the building and replacing several linear feet of damaged sidewalks and stoops. Some of the concrete work is necessary to allow for the flood barriers to work properly. *We have resumed the balance of items for completion of this project with the intention of completing it in the next 4-6 weeks.*

### **Phosphorus Removal**

Currently on hold due to other work and preparation for the 50<sup>th</sup> Anniversary, however, we know what we need to do for a long-term arrangement and expect to complete this project by the end of the year. *We are working on ordering the permanent Hyper Ion storage tanks.*

### **Influent Flowmeter and Raw Pump #4**

This is complete and working quite well. I anticipate a big reduction in our energy use is a result of the new pump. The only item remaining is the painting of the new piping. I anticipate that will be completed in the next 2 weeks. *No update as painter has been busy on Open House and exterior items.*

### **SCADA(Supervisory Control and Data Acquisition) and Automation**

We will make significant progress on this over the winter.

### **Headworks / Screening Issues**

The influent grinder was installed and continues to work well. Some alignment issues will require us to move it slightly in the near future in conjunction with the installation of the new replacement screen and conveyor. I am waiting on Trotter & Associates to prepare some drawings for the installation of the new Headworks MS1 bar screen, conveyor, new gates and the repositioning of the grinder. *Submittal review was completed and sent to Headworks. Once finalized, the screen will be put into production and scheduled for delivery.*

### **Non-Potable Water Improvements**

Self-cleaning filter/strainer has been started up and is working quite well. In the process we have discovered that of the three existing NPW pumps, one does not work properly and another is showing extreme age and corrosion. *A new pump skid has been selected and will be ordered in the next few days.*

### **Maintenance Garage**

CE Ltd has started the work for stormwater permitting by McHenry County. I am working with ADG Design on the architectural drawings and will submit to the board in late fall. *No update, but progress will be made over winter.*

### **106 E. State, Island Lake (Dentists Office) Expansion**

The property owner is in the process of televising the service tie-in. A follow-up will be done with the Village of Island Lake's new building inspector to ensure that we have better coordination going forward. *We have requested videos of the inspection, but only been provided photos. I have informed the Island Lake inspector that the photos are not sufficient.*



### **Capital Bill**

I have been working with the staff at Representative Weber's office to get them information on the member initiative funding for Lakemoor Lift Station improvements. I continue to work with Mike Tryon to identify other sources of funding for Darrell Road Interceptor. *The efforts at our open house help convey our need for this project.*

### **Personnel**

*We are currently interviewing for a part time Engineering Intern. This was a position that we felt brought great utility for the District over the summer and was an effort that was very meaningful for the intern as well. We are going to continue to try to keep this relatively low overhead position filled. We are still weighing what to do with the part-time office clerk position and the operator in training position that were previously discussed and put on hold.*

### **User Rate Study**

Now that the picture regarding the capital bill is more certain, the rate study should be completed soon and we will incorporate information from a new capital improvement plan and anticipated construction for Darrell Road and it's related timing. We will also discuss the special connection fee concept that we had previously briefly looked at a few months back. *Eric Rothstein is close to finalizing the user rate study and will make a presentation at the November or December meeting.*

### **Ordinance Review**

Currently the District has Sewer rates, usage, construction details and specifications in seven (7) different documents. There is some duplication (and related confusion) as a result. I am currently working with our attorney Vic Filippini to streamline this into 2-3 ordinances, which is the standard for agencies such as ours. This will make things easier for staff and for the public. *Awaiting receipt of draft from Filippini.*

### **Employee Policy Manual Review**

Clark Baird and Smith has reviewed our employee policy manual to ensure that everything is in line and up to date. A draft redline version of the manual has been received and is currently being reviewed by staff. *A final version is on the agenda for approval.*

### **Sludge Bed Cover and Conveyor**

*We have reviewed the submittal by Greenfield Contractors on the new Sludge bed conveyor and will be submitting comments soon. In addition, we are currently in the process of moving the sludge conveyor to directly discharge to the sludge bed to the east of the Dewatering building.*

[illegible]



## Northern Moraine WRD

Operations Building Floodproofing &  
Generator Modifications

### Expense Summary

October 4, 2019

EOPC	\$ 289,990
Budget	\$ 170,000
Anticipated	\$ 185,117
Savings	\$ 104,873
Extra Work	\$ 48,326

### HARD COSTS

#	Name	Description	EOPC *	Estimated	Pd to Date	Amt Due	Balance
1	NMWRD	Architectural Panels Installation	\$10,750.00	\$7,000.00	\$7,000.00	\$0.00	\$0.00
2	Titan Advantage	Carpentry	\$0.00	\$7,614.00	\$7,614.00	\$0.00	\$0.00
3	Morse Electric	Caulking / Floodproofing Misc.	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00
4	Manusos Contractors	Concrete Curb + Sealing	\$15,340.00	\$14,450.00	\$14,450.00	\$0.00	\$0.00
5	Subic Bay Concrete	Concrete Flatwork/Sidewalks	\$15,000.00	\$12,667.00	\$12,667.00	\$0.00	\$0.00
6	Nickelson Industrial	Demolition/Removal	\$20,000.00	\$2,117.00	\$2,117.00	\$0.00	\$0.00
7	NMWRD	Dumpster	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00
8	Doors Online	Dumpster Enclosure - Door	\$0.00	\$1,279.86	\$1,279.86	\$0.00	\$0.00
9	Various	Dumpster Enclosure - Misc.	\$0.00	\$500.00	\$313.83	\$0.00	\$186.17
10	Alexander Lumber	Lumber (Dumpster & Mansard)	\$0.00	\$2,439.77	\$1,636.27	\$0.00	\$803.50
11	Alexander Lumber	Lumber (Control Building)	\$0.00	\$1,496.35	\$1,496.35	\$0.00	\$0.00
12	ABC Supply	Dumpster Enclosure - Siding / Roofing	\$0.00	\$657.95	\$657.95	\$0.00	\$0.00
13	NMWRD	Dumpster Enclosure + Installation	\$32,500.00	\$0.00	\$0.00	\$0.00	\$0.00
14	Morse Electric	Electrical - Labor + Materials	\$13,000.00	\$17,633.40	\$17,633.40	\$0.00	\$0.00
15	Newcastle Electric	Electrical - Temporary Generator	\$3,000.00	\$2,970.00	\$2,970.00	\$0.00	\$0.00
16	Floodbarrier America	Flood Barrier Panels	\$49,750.00	\$13,600.00	\$13,600.00	\$0.00	\$0.00
17	TBD	Flood Barrier Panels Installation	\$6,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00
18	McHenry Heating & Air	HVAC - Raise A/C Unit	\$1,100.00	\$1,100.00	\$1,100.00	\$0.00	\$0.00
19	Don's Welding	Ladder Mods & Re-Installation	\$500.00	\$198.00	\$198.00	\$0.00	\$0.00
20	Accent Landscaping	Landscaping	\$6,500.00	\$6,500.00	\$6,500.00	\$0.00	\$0.00
21	Midwest Masonry	Masonry	\$2,800.00	\$8,395.92	\$8,395.92	\$0.00	\$0.00
		Materials - Misc.	\$0.00	\$8,000.00	\$7,152.67	\$0.00	\$847.33
22	Dahme Mechanical	Mechanical - Wet Well	\$20,000.00	\$12,925.00	\$12,925.00	\$0.00	\$0.00
23	Hollaender	Metals - Railing	\$2,500.00	\$3,921.27	\$3,921.27	\$0.00	\$0.00
24	Dahme Mechanical	Metals - Installation	\$0.00	\$3,420.00	\$3,420.00	\$0.00	\$0.00
25	Motion Industries	Metals - Stairs + Platform	\$1,000.00	\$3,028.12	\$3,028.12	\$0.00	\$0.00
26	Breuer Metal Craftsmen	Metals - Steel Beams/Grating/Angles	\$19,100.00	\$14,200.00	\$14,200.00	\$0.00	\$0.00
27	Wall-Pro Painting	Painting	\$0.00	\$989.44	\$989.44	\$0.00	\$0.00
28	Foundation Building Materials	Hat Channel/Furring Channel	\$0.00	\$1,564.50	\$1,564.50	\$0.00	\$0.00
			<b>\$220,240</b>	<b>\$154,668</b>	<b>\$146,831</b>	<b>\$0</b>	<b>\$7,837</b>

### SOFT COSTS

#	Name	Description	EOPC *	Estimated	Pd to Date	Amt Due	Balance Due
1	NMWRD	Bonds	\$2,460.00	\$0.00	\$0.00	\$0.00	\$0.00
2	Various	Contingency	\$13,700.00	\$5,500.00	\$0.00	\$0.00	\$5,500.00
3	Trotter & Assoc.	Engineering - Design Drawings	\$0.00	\$17,000.00	\$17,000.00	\$0.00	\$0.00
4	Trotter & Assoc.	Engineering - Record Drawings	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00
5	Trotter & Assoc.	Engineering - Submittal Review	\$0.00	\$2,949.25	\$2,949.25	\$0.00	\$0.00
6	NMWRD	Overhead & Profit	\$24,590.00	\$0.00	\$0.00	\$0.00	\$0.00



7	NMWRD	Supervision	\$24,000.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL SOFT COSTS</b>			<b>\$69,750</b>	<b>\$30,449</b>	<b>\$19,949</b>	<b>\$0</b>	<b>\$10,500</b>
<b>GRAND TOTAL</b>			<b>\$289,990</b>	<b>\$185,117</b>	<b>\$166,780</b>	<b>\$0</b>	<b>\$18,337</b>
<b>ADDITIONAL ITEMS ADDED TO PROJECT</b>							
#	Name	Description	EOPC *	Estimated	Pd to Date	Amt Due	Balance Due
1	Cross Aluminum	Doors	N/A	\$8,010.00	\$0.00	\$0.00	\$8,010.00
2	TBD	Door Hardware	N/A	\$2,000.00	\$0.00	\$0.00	\$2,000.00
3	ABC Supply	Wall Cladding	N/A	\$14,566.17	\$14,566.17	\$0.00	\$0.00
4	Fiberesin	Architectural Panel Trim	N/A	\$8,963.90	\$8,963.90	\$0.00	\$0.00
5	TBD	Lighting	N/A	\$4,000.00	\$0.00	\$0.00	\$4,000.00
6	Mapes Architectural	Canopies	N/A	\$10,786.00	\$10,786.00	\$0.00	\$0.00
<b>TOTAL ADDITIONAL ITEMS</b>			<b>\$0</b>	<b>\$48,326</b>	<b>\$34,316</b>	<b>\$0</b>	<b>\$14,010</b>
<b>REVISED GRAND TOTAL</b>			<b>\$289,990</b>	<b>\$233,443</b>	<b>\$201,096</b>	<b>\$0</b>	<b>\$32,347</b>

\* EOPC (Engineers Opinion of Probable Cost) provided by Trotter & Associates dated October 9, 2018

Northern Moraine WRD - Septage Receiving Tracking

Month	Loads	Gallons	Revenue	YTD
May-19	9	21000	\$1,260.00	\$1,260.00
Jun-19	10	22000	\$1,320.00	\$2,580.00
Jul-19	5	11850	\$711.00	\$3,291.00
Aug-19	9	22250	\$1,335.00	\$4,626.00
Sep-19	5	12950	\$777.00	\$5,403.00
Oct-19				
Nov-19				
Dec-19				
Jan-20				
Feb-20				
Mar-20				
Apr-20				
May-20				



	Date	Company Name	Gallons	Cost/Gal	Revenue	Time	Type
May	5/1/2019	Community Sewer and Septic	1500	\$0.06	\$90.00	11:15AM	Septic/Multiflo
	5/3/2019	Community Sewer and Septic	2000	\$0.06	\$120.00	10:00AM	Septic/Multiflo
	5/6/2019	Community Sewer and Septic	3000	\$0.06	\$180.00	9:15AM	Septic/Holding Tank
	5/9/2019	Community Sewer and Septic	2000	\$0.06	\$120.00	12:35PM	Septic
	5/10/2019	Community Sewer and Septic	1500	\$0.06	\$90.00	9:35AM	Septic/Lift Station
	5/10/2019	Community Sewer and Septic	3000	\$0.06	\$180.00	3:10PM	Septic/Jet-Rodding
	5/22/2019	Community Sewer and Septic	3000	\$0.06	\$180.00	9:40AM	Septic
	5/24/2019	Community Sewer and Septic	3000	\$0.06	\$180.00	11:15AM	Holding Tank
June	5/30/2019	Community Sewer and Septic	2000	\$0.06	\$120.00	10:00AM	Septic
	6/3/2019	Community Sewer and Septic	3000	\$0.06	\$180.00	9:45AM	Septic/Jet-Rodding
	6/5/2019	Community Sewer and Septic	3000	\$0.06	\$180.00	9:20AM	Septic
	6/5/2019	Community Sewer and Septic	2000	\$0.06	\$120.00	11:15AM	Septic
	6/10/2019	Community Sewer and Septic	1500	\$0.06	\$90.00	9:55AM	Septic
	6/12/2019	Community Sewer and Septic	3000	\$0.06	\$180.00	8:15AM	Septic
	6/14/2019	Community Sewer and Septic	2500	\$0.06	\$150.00	7:55AM	Septic/Jet-Rodding/Aeration Tank
	6/17/2019	Community Sewer and Septic	1000	\$0.06	\$60.00	1:40PM	Septic
July	6/24/2019	Community Sewer and Septic	2750	\$0.06	\$165.00	10:55AM	-
	6/25/2019	Community Sewer and Septic	1000	\$0.06	\$60.00	-	-
	6/27/2019	Community Sewer and Septic	2250	\$0.06	\$135.00	-	-
	7/8/2019	Community Sewer and Septic	2850	\$0.06	\$171.00	-	-
	7/9/2019	Community Sewer and Septic	2250	\$0.06	\$135.00	-	-
	7/11/2019	Community Sewer and Septic	1200	\$0.06	\$72.00	-	-
August	7/17/2019	Community Sewer and Septic	2550	\$0.06	\$153.00	-	-
	7/18/2019	Community Sewer and Septic	3000	\$0.06	\$180.00	-	-
	8/12/2019	Community Sewer and Septic	2000	\$0.06	\$120.00	-	Septic
	8/14/2019	Community Sewer and Septic	3500	\$0.06	\$210.00	10:05AM	Septic
	8/14/2019	Community Sewer and Septic	2100	\$0.06	\$126.00	2:05PM	Septic
	8/16/2019	Community Sewer and Septic	2750	\$0.06	\$165.00	1:00PM	Septic
	8/19/2019	Community Sewer and Septic	3000	\$0.06	\$180.00	9:40AM	Septic
	8/21/2019	Community Sewer and Septic	3000	\$0.06	\$180.00	2:10PM	Septic
September	8/23/2019	Community Sewer and Septic	2000	\$0.06	\$120.00	-	Septic
	8/26/2019	Community Sewer and Septic	1950	\$0.06	\$117.00	8:30AM	Septic
	8/29/2019	Community Sewer and Septic	1950	\$0.06	\$117.00	8:10AM	Septic
	9/3/2019	Community Sewer and Septic	2200	\$0.06	\$132.00	10:00AM	Septic
	9/4/2019	Community Sewer and Septic	3500	\$0.06	\$210.00	2:45PM	Septic
	9/5/2019	Community Sewer and Septic	1500	\$0.06	\$90.00	11:05AM	Septic
	9/6/2019	Community Sewer and Septic	2500	\$0.06	\$150.00	1:55PM	Septic
	9/22/2019	Community Sewer and Septic	3250	\$0.06	\$195.00	9:00AM	Septic



## NMWRD September 2019 Operations Report

As of October 4th, 2019

Prepared by: Luke Markko, Superintendent

**Open House** - A tremendous amount of effort was put forth by District staff to get the treatment plant looking its best for the Open House last month. Details on what efforts were taken are in the following report, but please take a moment to look at the two images below. The image on the left was taken on September 6<sup>th</sup>, a mere eight days prior to the Open House. Having everyone come together and pull something like this off was something special to be a part of.



**Control Building Exterior Upgrades** – The Control Building was the epicenter of many of the efforts to prepare for the Open House. This was because there has been a lot of work in the vicinity this year, and as a result the grounds looked like a construction site as you have seen pictured in previous reports. The following are focal points that were associated with the Control Building in September.

- **Façade** – The old mansard was removed earlier in the year. It has been replaced with a combination of fiber-cement panels and laminate panels. These same panels were used to replace the pebble-board that accented the doors and windows. A sign with the new District logo was installed on the East side of the building so that it is visible as people approach the facility.
- **Sidewalks** – A large portion of sidewalk near the Control Building had been removed during the installation of a sewer line that was installed for the future septage receiving station. New sidewalks were poured as part of the restoration along with several sections where the concrete was cracked and crumbling.
- **Plantings** - Trees, bushes, flowers, and sod were planted around the Control building to improve the aesthetics. Come next spring, the plan is to install an irrigation system that will water the plants with the treated effluent.



113 Timber Trail, PO Box  
240, Island Lake, IL 60042



Phone: 847-526-3300  
Fax: 847-526-3349



Email: [info@nmwrd.org](mailto:info@nmwrd.org)  
Web: [www.nmwrd.org](http://www.nmwrd.org)



## NORTHERN MORaine W R D



Control Building Exterior Improvements

**Painting** – A lot of painting occurred to not only spruce the place up but protect infrastructure as well. Items that were painted include the following.

- Control Building exterior doors
- Control Building exterior piping
- Control Building exterior electrical boxes
- Dewatering Building bay doors
- Dewatering Building personnel doors
- Chemical Building exterior doors
- All outdoor valve operators
- Valve actuator pedestals
- Non-potable water hydrants & piping
- Both diesel fuel tanks

Painting of the perimeter fence at the East entry gate to the facility was started in the past couple of weeks post open house.

**Additional Landscaping** – Stone and landscape trim were installed around the Dewatering Building on the West and North perimeters. Additional stone was put in place between the Dewatering Building and drying beds. This is where the sludge conveyor will run outside the building and deposit the sludge directly at the beds.



113 Timber Trail, PO Box  
240, Island Lake, IL 60042



Phone: 847-526-3300  
Fax: 847-526-3349



Email: [info@nmwrd.org](mailto:info@nmwrd.org)  
Web: [www.nmwrd.org](http://www.nmwrd.org)



**Septage Receiving Update** – The District has already received several permit applications to dump septic loads following the recently adopted Hauled Waste Ordinance. Staff are currently reviewing the applications and evaluating methods to facilitate the process of automating the reception of hauled waste. Plans are to utilize one of the old drying beds as a containment area for any messes that may occur that allows for easy cleanup.

**Mutual Aid** – The Village of Lakemoor Public Works requested assistance when they encountered clogged storm sewers. District staff responded with the Vactor truck and utilized its jet-rodding capabilities to clear the sewers.

**Sludge Land Application Permit Renewal** – The District recently sent an application to renew its Sludge Land Application Permit with the Illinois EPA. The current permit was issued in 2015 and is set to expire at the end of March 2020. Sludge permits, like the NPDES permit that regulates the treated water leaving the facility are expire at given intervals so that new regulations, if any, can be put in place, and so that operational history can be reviewed.

**SCADA Panels** – Three additional Supervisory Control And Data Acquisition (SCADA) panels have been delivered. They are awaiting installation at the Oxidation Ditch, Chemical Building and Control Building. These three panels were built per the bid awarded to Allan ICS for four panels. The fourth was previously delivered and installed in the Dewatering Building. With these panels we will soon be able to have automation and have a level of control that will allow us to develop systems to optimize plant processes.

**WEFTEC** - District staff were given the opportunity to attend WEFTEC, the Water Environment Federation Technical Exhibition and Conference. This is the world's largest water and wastewater conference that is held annually. It gives those in the water and wastewater industries the opportunity to see the newest technologies and to attend technical sessions on anything and everything water and wastewater.

**Channel Grinder** – The recently installed channel grinder experienced a failure. The grinder is in the raw wet well where all flow enters the wastewater treatment plant. The well flooded during a high flow event due to heavy rains (nearly 9 inches in the last month) and the electric motor was damaged. A new motor was provided by the manufacturer free of charge, but options are under consideration to prevent water entering the motor in the future.

**Woodmans' Lift Station Panel** – See Engineers Report.

**Lakemoor Lift Stations** - District staff are currently working with Trotter and Associates along with Automation Systems and Design to develop a plan to upgrade lift stations in Lakemoor with the funding that the District received through the state Capital Bill. Plans and design concepts were available at the Open House for the public to view.





**NMWRD Engineering Report**  
Date: October 8<sup>th</sup>, 2019  
Prepared by: Joe Lapastora, Junior Engineer

**Deer Grove Sanitary Sewer Extension:**

*[Project Update]* – The District Board of Trustees voted to approve the sewer extension at the June 11<sup>th</sup> Board Meeting and Mohammed Haque issued an “Approval for Use” letter to Jarvis Exteriors, Inc. on June 13<sup>th</sup>. The District has officially entered the maintenance period of the project for the next three (3) years.

**Savannah’s of Lakemoor Residential Subdivision:**

*[Project Update]* –The District Board of Trustees voted to conditionally approve the sewer extension at the June 11<sup>th</sup> Board Meeting. Mohammed Haque issued a conditional acceptance letter on August 1<sup>st</sup>, as the District is still waiting for a few items including; physical and digital as-builts and William Ryan Homes will need to exchange their maintenance bond for performance bond. As of September 30<sup>th</sup>, William Ryan Homes has yet to exchange bonds, so a reminder e-mail was issued. After receiving the aforementioned items, the District will officially enter the maintenance period of the project for the next three (3) years.

**Woodman’s Lift Station and Sanitary Sewer Additions:**

*[Project Update]* – R.A. Mancini completed the mainline construction and testing in July and shifted their focus to the remaining items associated with the lift station in late August. After some discussion with the District and the Village of Lakemoor, the two parties agreed that an additional slab should be added to the control panel/generator slab to alleviate safety concerns for operators. Additionally, a safety rail was added between the control panel and the wet well as an additional safety measure. Upon initial inspection of the Lift Station, a punchlist was delivered to Mary Schorr and Rick Mancini with a Lift Station wrap up deadline set for September 16<sup>th</sup>. The September 16<sup>th</sup> deadline was not met and a ‘Final Punchlist’ was issued on September 17<sup>th</sup> stating that all punchlist items must be completed by September 27<sup>th</sup> before the District moves forward to complete all work on our own accord. District employees are schedule to perform a final inspection on Monday, October 7<sup>th</sup>. Note that the Woodman’s store is now open, however, the confirmed hard opening is scheduled for October 8<sup>th</sup>.



Control Panel training on September 16<sup>th</sup>.



Picture of generator placement with additional concrete slab location.

**Right turn lane at the intersection of Route 176 and Roberts:**

*[Project Update]* – The retaining wall for the right-turn lane has been poured and road bedding has been laid and compacted. We expect that asphalt stripping will occur within the next two weeks with the project wrapping up before the winter. It was the District's intent to uncover a buried manhole during this project, however, District staff have been unsuccessful in locating the hidden manhole. We will make another attempt once asphalt stripping occurs.



District Superintendent searching for buried manhole.



Picture of newly poured curb for right-turn lane.

**NMWRD Plant Projects:**

*[Project Update]* – Completed aspects of the floodproofing project include; new concrete curb, step ladder, railing, kick plates, temporary steps, conveyor removal, grating, control panel relocation, Rotamat Conveyor has arrived but is awaiting install, immersible raw pump installation, flood barriers have arrived but are awaiting install and the new sidewalk has been poured. Pending work items include; finishing flashing and marriage to new deck for dumpster enclosure and installation flood barriers. There were several other plant projects, both new and continued projects, during the month of September. In preparation for the Sludge Drying Bed Cover bid, prep work on the Southeastern most drying beds has been completed aside from the block foundation for the sludge drying bed cover. Other plant projects completed in the month of September include; control building exterior remodel, masonry prep work for conveyor reconfiguration in the Dewatering Building, new sidewalk around the Control Building, Greenhouse area prep between the Dewatering Building and the Sludge Drying Bed, actuator installation on Oxidation Ditch and RAS station, various painting projects, asphalt re-shingling on Dewatering Building, and more!

**NMWRD SCADA & Telemetry:**

*[Project Update]* – Completed aspects of the SCADA & Telemetry project include; underground conduit with tracer wire installed at the plant, some hardware has been ordered for SCADA system, Rotork Actuators ordered from LAI, one (1) actuator installed on a RAS line, one (1) actuator installed on the Oxidation Ditch, fiber cable ordered, and new concrete pads poured. Allan-ICS was awarded the bid regarding the SCADA Control Panels. The three (3) panels include; Control Building C.P., Oxidation Ditch C.P. and Chemical Building C.P. The first panel (Oxidation Ditch Panel) was delivered during the last week of August while the second panel (Control Building Panel) was delivered in late September. Items currently on hold or in progress include Ox. Ditch Panel delivery and tying the entire system together.

## **Septage Receiving:**

*[Project Update]* – The District has been exploring the option of septage receiving at the treatment plant and intends to move forward with a permanent septage receiving station. Preliminary designs have been examined and District staff are close to finalizing plans. A new manhole was placed near the Southeast corner of the drying beds in anticipation for septage receiving. The new manhole is now connected to the headworks wet well but is currently not in use. Once a final design is established, the District would have to complete the permit process with the IEPA in order to start receiving septage. This program would provide the District with another revenue stream with a short-term payback period.

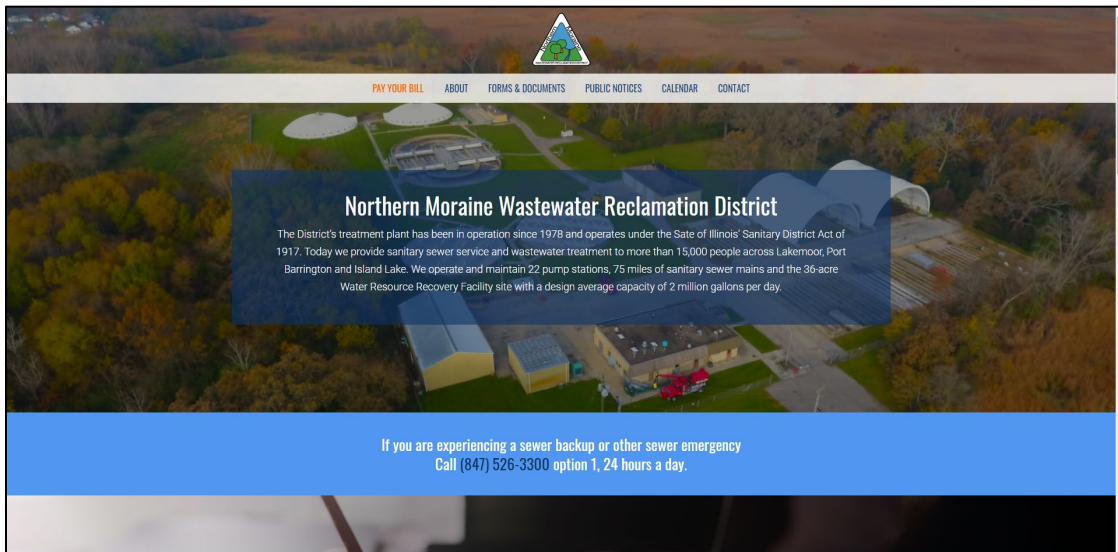


Picture of new manhole for septage receiving.

**In addition to the work relating to these projects, the following engineering related work is also being performed;**

- The District successfully installed LED fixtures in the main office of the Control Building. With the help of Arne Venteris, the District received GREAT prices on LED bulbs before tariffs set in. The District has ordered enough bulbs to exchange all bulbs types for LEDs in the Control Building, Maintenance Garage and Dewatering Building. The bulb replacement is tentatively on hold as the District awaits approval for the ComEd lighting incentive. We should have a clearer picture on how to proceed with the lighting upgrades by late October. Simply put, we are waiting to see which approach will be most advantageous for the District from a financial perspective.
- ComEd will be issuing their first incentive checks regarding the ComEd Strategic Energy Management Program soon. The District has been implementing several energy saving measures for over four (4) months now and after examining the data, we have managed to decrease our energy consumption when compared to our historical energy consumption. Luke Markko and Joe Lapastora have a call scheduled for Monday, October 7<sup>th</sup> to discuss what the District can do to improve energy efficiency and also receive clarification on the incentive check disbursement.
- Idea Marketing is almost done with the new NMWRD website. The Idea Marketing team provided a link to the demo website for employee review. Once we organize all comments, Idea will move forward with the final stages of readying the website for mobile use and putting all the finishing touches into the website. The District anticipates that the new website will be made available by late October.





Screenshot from the new NMWRD demo site.

- Several District employees were presented with the opportunity to attend WEFTEC (the World's LARGEST water/wastewater technical conference) in Chicago during mid-September. District employees walked the exhibition floor to look at potential equipment that we are looking to replace at the plant in the near future. Furthermore, some employees were able to attend technical seminars to expand their knowledge on emerging topics within the wastewater industry. Furthermore, Northern Moraine received a lot of great publicity as District Manager, Mohammed Haque and District Superintendent, Luke Markko gave a brief presentation at WEFTEC while District Jr Engineer, Joe Lapastora volunteered for Waterpalooza and also helped lead the WEFTEC Young Professional & Student Service Project.



NMWRD staff pose for a picture while exploring the exhibition floor.



Picture of Joe volunteering at the WEF YP Service Project.

- In an effort to improve the District's public relations with the communities we serve, we recently created/updated our social media accounts. District staff now maintain a NMWRD LinkedIn account and Facebook account. It is the District's intent to provide transparency to our customers about the great things that we are doing at the plant and within our FPA.

- The 50<sup>th</sup> Anniversary Open House, held on September 14<sup>th</sup>, was a HUGE success. The District hosted roughly 100 guests for food & drinks, speeches and tours. It was great to hear the event was well received for a majority of our guests, but perhaps the most fulfilling aspect of the day was hearing several community members express their gratitude to the District for hosting a day full of public education. Simply put, there were an unexpected number of guests who were interested in wastewater treatment which is AWESOME. Thank you to the Board for allowing us to organize such an event and we would especially like to thank you all for attending.



**Our picturesque District Manager, Mohammed Haque**



**District staff and trustees chatting after a tour.**



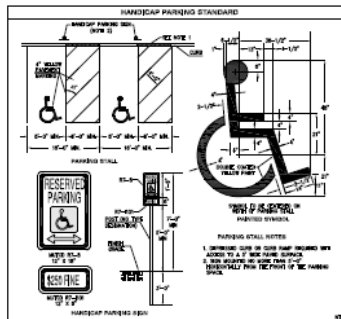
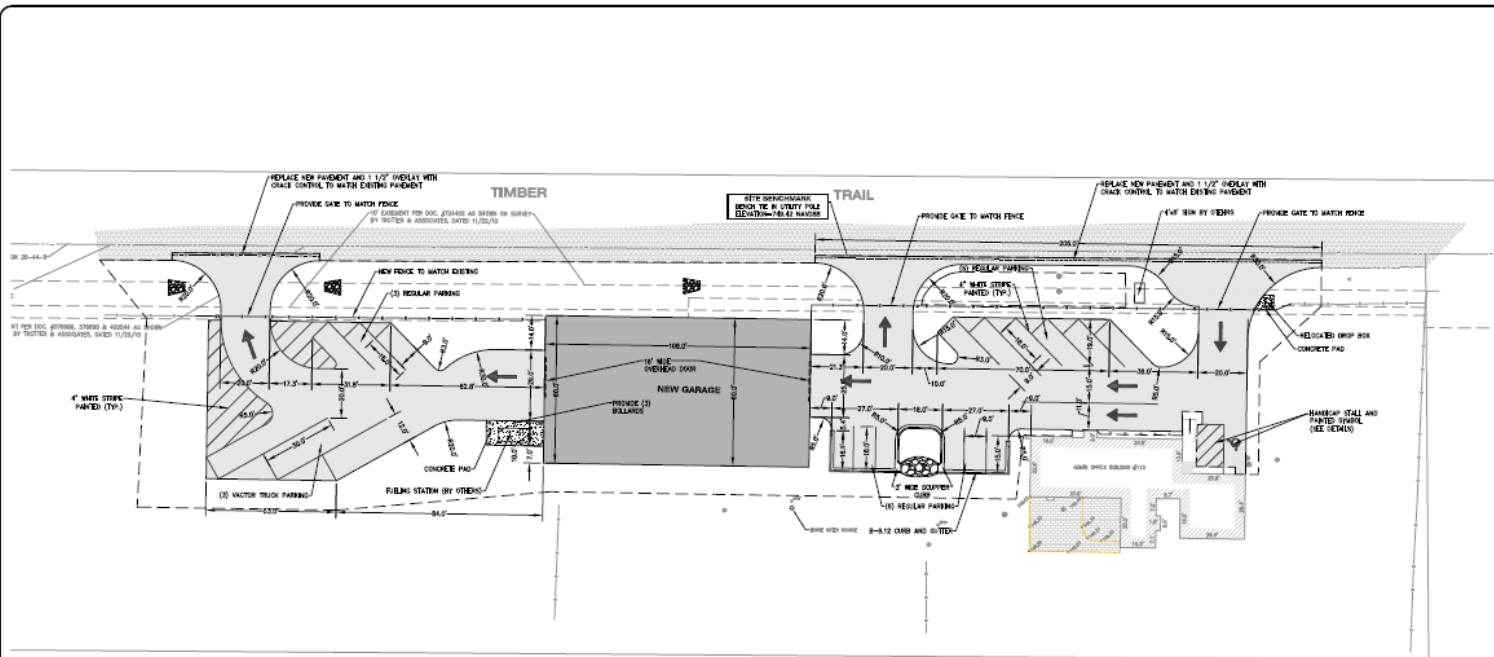
**District Superintendent, Luke Markko leading a tour.**



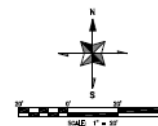
**Lab visit with District Lab Technician, Emily Lecuyer during the tour.**

- The District is taking the necessary steps to ensure all changes involving the Greenhouse/Sludge Drying Bed/Dewatering Building are planned accordingly. District staff have been in communication with Greenfield for the endwall design to ensure that our sludge conveyor will have a properly placed penetration. We expect to move along on these projects fairly soon as septage receiving has proved to be a successful alternative revenue source.
- The District has been working with Caldwell Engineering LTD for future paving plans at both the Administrative Building and Treatment Plant. Geometric plan views have been provided in this report for your review. Note that the plans are not yet final, as the District expects to perform a few more redline iterations.





- NOTE:
1. ALL DIMENSIONS ARE TO FACE OF CURB UNLESS OTHERWISE SPECIFIED.
  2. DIMENSION IS 8' MIN. TYPICAL UNLESS OTHERWISE SPECIFIED.
  3. ALL WHITE CURBS AND LETTERS TO BE 30-32 GMS. UNLESS OTHERWISE SPECIFIED.
  4. FOR SIGNAGE AND PAINT SPECIFICATIONS, UNIFORM AND DIMENSIONS, SEE THE ARCHITECTURAL PLAN.
  5. A 3/4\"/>

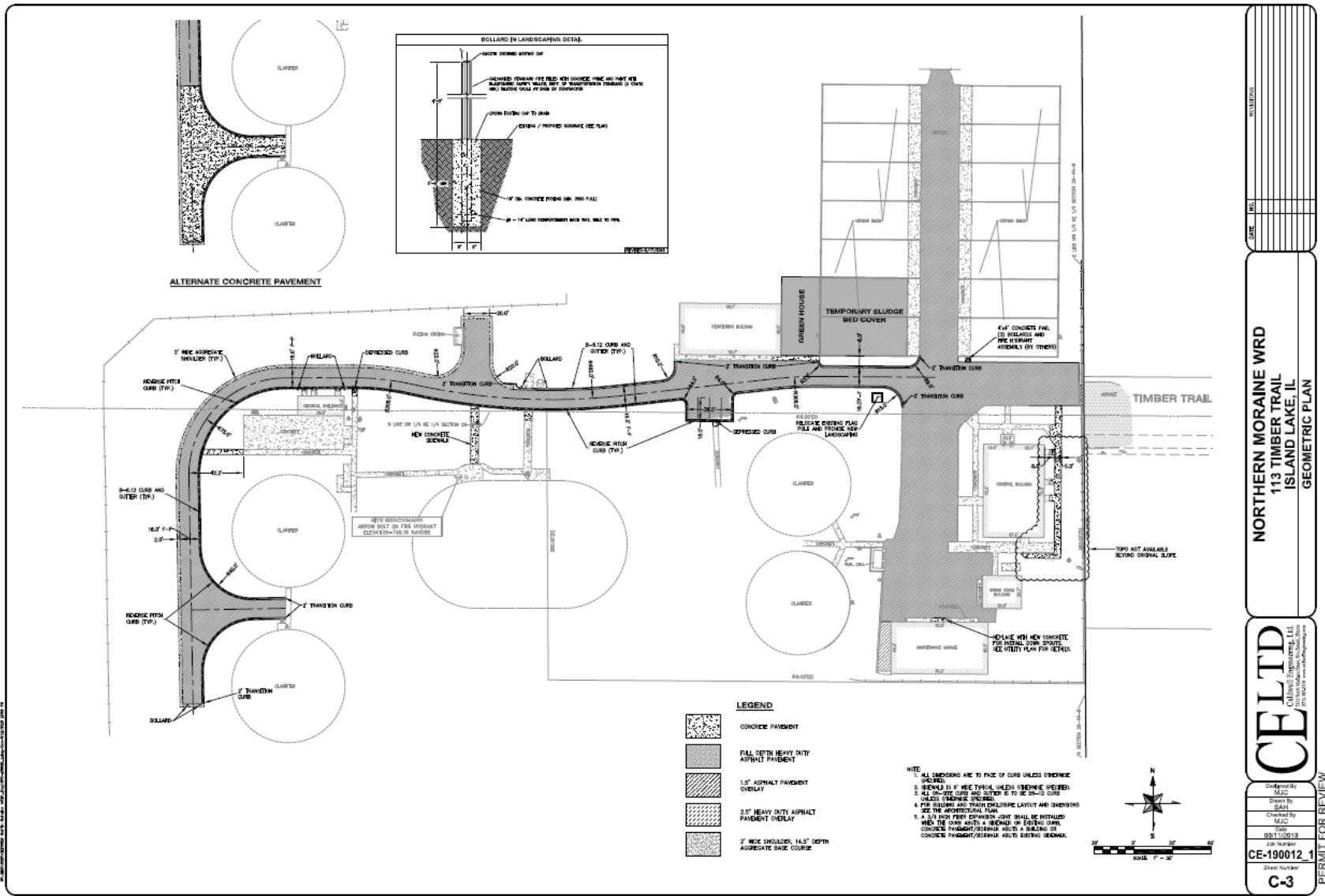


NORTHERN MORaine WRD  
113 TIMBER TRAIL  
ISLAND LAKE, IL  
GEOMETRIC PLAN

**CELTD**  
Civil Engineering, Ltd.  
200 S. MICHIGAN AVE., SUITE 200  
CHICAGO, IL 60604

Designed By: MJC  
Checked By: SAM  
Checked By: MJC  
Date: 03/25/2013  
Job Number: CE-190012  
Sheet Number: C-3

PERMIT FOR REVIEW





## DELINQUENT ACCOUNTS RECAP FOR September 2019

Revised: 10/03/19 by Debi Martin, District Clerk

### \$200-\$300

#### 67 Active Accounts

Island Lake – 35 customers  
33 Water Shut Off Notices, 1 Final Notice of Delinquency, 1 making payments  
Lakemoor – 24 customers  
9 Final Notices of Delinquency, 15 Water Shut Off Notices  
Port Barrington – 8 customers  
5 Final Notices of Delinquency, 2 Sewer Disconnection Notices, 1 making payments

### \$301-500

#### 13 Active Accounts

Island Lake – 1 customer  
1 Sewer Disconnection Notice  
Lakemoor – 5 customers  
5 Sewer Disconnection Notices  
Port Barrington – 7 customers  
5 Sewer Disconnection Notices, 2 to be disconnected from sewer

### \$501-\$1000

#### 10 Active Accounts

Island Lake – 4 customers  
4 liens – 3 with water off, 1 to be disconnected from sewer  
Lakemoor – 4 customers  
4 liens – 4 to be disconnected  
Port Barrington – 2 customers  
2 liens – 2 to be disconnected, with 1 in foreclosure

### \$1001 and up

#### 11 Active Accounts

Island Lake – 6 customers  
6 liens – 5 with water off, 1 to be disconnected from sewer  
Lakemoor – 5 customers  
5 liens – 3 sold for delinquent taxes, with 1 to be demolished, 2 to be disconnected

Delinquent Accounts total (active and inactive customers): **\$52,764.32** (\$9,613.65 inactive accts)

September 2018's report: **\$46,319.23**

September 2017's report: **\$48,759.27**

#### MONTHLY ACTIVITY:

4828	Monthly Bills mailed on 10/01/19 (for September service)	123	Notices of Delinquency mailed on 10/01/19
357	Bills <u>not</u> mailed – customers prepaid on their accounts	26	Real Estate closings for September 2019
48	Water Shut Off Notices mailed on 10/01/19		
15	Final Notices of Delinquency mailed on 10/01/19		
13	Sewer Disconnection Notices mailed on 10/01/19		



113 Timber Trail, PO Box  
240, Island Lake, IL 60042



Phone: 847-526-3300  
Fax: 847-526-3349



Email: [info@nmwrd.org](mailto:info@nmwrd.org)  
Web: [www.nmwrd.org](http://www.nmwrd.org)



---

## **AGENDA REGULAR MEETING**

**7:30 P.M. – October 8, 2019**

- 1. CALL TO ORDER & ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. PRESENTATION & APPROVAL OF MINUTES**
  - a. Regular Meeting Minutes – September 9, 2019
  - b. Special Meeting Minutes – September 14, 2019
- 4. TREASURER'S REPORT**
  - a. Acceptance of the Annual Treasurer's Report and Authorization to Make the Report Available
  - b. Quarterly Investment Report
- 5. PUBLIC COMMENTS**
- 6. MANAGER'S REPORT**
  - a. Operations Report
  - b. Engineering Report
  - c. Delinquent Accounts Report
- 7. TRUSTEE REPORTS**
- 8. LEGAL BUSINESS**
- 9. OLD BUSINESS**
- 10. NEW BUSINESS**
  - a. Adoption of an Ordinance Providing for the Issuance of General Obligation Refunding Bonds (Alternate Revenue Source), Series 2019 of the Northern Moraine Wastewater Reclamation District, Lake and McHenry Counties, Illinois, in an Aggregate Amount of \$4,200,000.
  - b. Adoption of a revised Employee Policy Manual
  - c. Renewal of Employee Insurance Coverage
- 11. MISCELLANEOUS CORRESPONDENCE**
  - a. MCCG October Meeting – Wednesday, October 23, 2019 – Starline, Harvard, IL
- 12. APPROVAL OF BILLS**
- 13. OTHER BUSINESS**
  - a. Executive Session – if needed

Posted to [www.nmwrld.org](http://www.nmwrld.org) October 4, 2019



113 Timber Trail, PO Box  
240, Island Lake, IL 60042



Phone: 847-526-3300  
Fax: 847-526-3349



Email: [info@nmwrld.org](mailto:info@nmwrld.org)  
Web: [www.nmwrld.org](http://www.nmwrld.org)