



NORTHERN MORAINE WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

REGULAR MEETING MINUTES

September 9, 2019

Present: Trustees: Ken Michaels, John Ragland, Timothy Brunn
District Manager: Mohammed Haque; District Clerk: Deborah Martin
Guest: Michael Del Valle from Lauterbach & Amen, LLP

President Michaels called the meeting to order at 7:31 p.m.

1. CALL TO ORDER:

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

2. PLEDGE OF ALLEGIANCE:

Those present stood and pledged allegiance to the flag.

3. PRESENTATION & APPROVAL OF MINUTES:

a. Regular Meeting, August 6, 2019

Motion by Trustee Brunn to approve the Regular Meeting minutes of August 6, 2019 as presented.

2nd by Trustee Ragland

3 ayes 0 nays 2 absent

MOTION CARRIED

(At this time, President Michaels asked the Board to accept a change in the agenda, allowing Mike De Valle of Lauterbach & Amen, LLP, to present to the Board the Annual Audit. This is item 10b on the agenda.)

10. NEW BUSINESS:

b. Approval & Acceptance of the Annual Audit for Fiscal Year Ending April 30, 2019

Mike De Valle of Lauterbach & Amen, LLP gave a presentation to the Board of the completed Annual Audit for Fiscal Year Ending April 30, 2019. He reminded the Board that this was Lauterbach & Amen's first experience with preparing the audit for NMWRD, and he felt the District was well prepared for the audit; supplying his firm with the information needed to complete the audit. He briefly went over the audit with the Board and stated that his firm's only recommendation would be to adopt a Capital Asset Policy.

Motion by Mr. Brunn to Accept the Annual Audit as presented by Lauterbach & Amen, LLP for the Fiscal Year ending April 30, 2019.

2nd Mr. Ragland

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

3 ayes 0 nays 2 absent

MOTION CARRIED

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

4. TREASURER'S REPORT:

Motion by Mr. Ragland to approve the Treasurer's Report for the month ending July 31, 2019 as presented.

2nd by Mr. Brunn

3 ayes 0 nays 2 absent

MOTION CARRIED



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5. PUBLIC COMMENTS: none

6. MANAGER'S REPORT:

Manager Haque informed the Board of the various activities that the staff has been undergoing in preparation for the Open House on September 14th. Mr. Haque stated that he expects nearly 100 to be in attendance. Mr. Haque reported on the various ongoing projects in and around the District:

Project improvements for Woodman's (Lakemoor Commons subdivision) are on tonight's agenda, and Manager Haque stated that a compromise was reached concerning the trip hazard and concrete configuration at the control panel location. The Village of Lakemoor will be adding an additional sidewalk to avoid the hazard. The District continues to work with the Village to ensure the timely opening of the store.

The District has not had any further contact with the developers of the proposed Circle K in Island Lake.

The developers for the proposed Dunkin Donuts in Lakemoor have paid the connection fees and the District is waiting for a recorded covenant/ordinance from the Village of Lakemoor before issuing the sewer connection permit.

It was decided to use the new control panel here at the treatment plant instead of at Hale; a new one will be ordered for Hale. He also reported that due to ongoing problems with the Grundfos Remote Management system, the District is looking into an alternate alarming system for the new conversions.

Completed work for the floodproofing of the Control Building and generator modifications is estimated to be in October. He reported that some rusting doors were replaced along with the mansard. New sidewalks, stoops and landscaping were also completed.

The Phosphorus Removal project is currently on hold but will be completed by the end of this year. The Influent Flowmeter and Raw Pump #4 project is complete and working well. Manager Haque anticipates that the District will see a large reduction in our energy footprint as a result of this new pump.

The influent grinder was installed and continues to work well, according to Manager Haque. He stated that some alignment issues will require staff to move the grinder slightly in conjunction with the installation of the new replacement screen and conveyor.

Trotter & Associates will prepare drawings for the installation of the new Headworks MS1 bar screen, conveyor, new gates and the repositioning of the grinder. Mr. Haque has asked TAI to do a submittal review on the Headworks MS1 bar screen.

The self-cleaning filter/strainer has been started up and is working quite well. In the process staff discovered that of the three existing NPW pumps, one does not work properly, and another is showing extreme age and corrosion. The District is currently pricing out a replacement pump skid and will proceed with replacing the pumps, and a new pump skid will be ordered shortly.

CE Ltd has started the work for the required stormwater permitting by McHenry County for the new Maintenance Garage. Manager Haque stated that he is working with ADG Design on the architectural drawings to be submitted to the board in late fall.

The property owner of 106 East State Road in Island Lake is in the process of televising the sanitary sewer service tie-in. A follow-up will be done with the Village of Island Lake's new building inspector to ensure that the District has better coordination going forward.

Manager Haque reported to the Board that he has been working with the staff at Representative Weber's office to get them information on the member initiative funding for Lakemoor Lift Station improvements and that he continues to work with Mike Tryon to identify other sources of funding for the Darrell Road Interceptor.

Our Engineering Intern, Ross Kahler had his final day on August 30. Ross was a great help with the 50th anniversary work and completion of various projects at the District. He will be coming to the open house and will help with the tours. Manager Haque reported that Emily Lecuyer's position became qualified for IMRF because her total hours for the year are approaching 1,000 hours. Per IMRF requirements, we have signed her up for IMRF. He also reported that the Operator-in-Training position, previously discussed, is currently on



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hold, but may be utilized in the future. Staff interviewed candidates for the part-time office help, but were not able to reach a consensus on the hire. In addition, our experience with the intern warrants exploring hiring another intern. We are exploring options that are within District budget and anticipate we will re-evaluate things after the Open House and move forward with an appropriate hire at that time.

Manager Haque told the Board that since funding from capital bill is more certain, the rate study should be completed soon and that the District will incorporate information from a new capital improvement plan and anticipated construction for Darrell Road and it's related timing. The District will also discuss the special connection fee concept that we had previously briefly looked at a few months back.

Manager Haque explained to the Board that 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. He is 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.

Clark Baird and Smith has reviewed the District's 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 will be presented to the Board in the next 1-2 months.

Manager Haque reported that notice was sent to the bidder for the Clarifier Cover Recoating that we were not proceeding with the contract due to the bidder not being able to provide the proper recoating products as required. Staff is exploring other ways to get the clarifier covers recoated at a reasonable price.

During discussion of the review of the District's employee manual, President Michaels requested that Manger Haque explore training for District staff concerning our sexual harassment policy.

7. TRUSTEE REPORTS - none

8. LEGAL BUSINESS - none

9. OLD BUSINESS - none

10. NEW BUSINESS

a. Adoption of a Resolution Accepting the Appraisal of District Assets by CBIZ Valuation Group

Motion by Mr. Ragland to adopt a Resolution Accepting the Appraisal of District Assets by CBIZ Valuation Group
2nd Mr. Brunn

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

3 ayes 0 nays 2 absent

MOTION CARRIED

c. Adoption of a Resolution Accepting the Sanitary Sewer Improvements in Lakemoor Commons Subdivision

Motion by Mr. Brunn to Adopt a Resolution Accepting the Sanitary Sewer Improvements in Lakemoor Commons Subdivision contingent upon completion of the final punchlist items.

2nd Mr. Ragland

3 ayes 0 nays 2 absent

MOTION CARRIED



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d. Adoption of a Resolution Accepting the Proposal from Piper Jaffray to Act as the Municipal Advisor for the Refunding of the District's Debt Obligations.

Motion by Mr. Ragland to adopt a Resolution Accepting the Proposal from Piper Jaffray to Act as the Municipal Advisor for the Refunding of the District's Debt Obligations. and to authorize the District Manager to execute a contract with Piper Jaffray.

2nd Mr. Brunn

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

3 ayes 0 nays 2 absent

MOTION CARRIED

11. MISCELLANEOUS CORRESPONDENCE

a. MCCG Golf Outing – September 25, 2019 at the Rusty Nail in Ringwood.

12. APPROVAL OF BILLS

Motion by Mr. Brunn to approve payment of bills on the September 9, 2019 bill list as presented, in the amount of \$267,494.53.

2nd Mr. Ragland

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

3 ayes 0 nays 2 absent

MOTION CARRIED

13. OTHER BUSINESS - none

ADJOURNMENT

Motion by Mr. Ragland to adjourn at 8:08 p.m.

2nd Mr. Brunn

3 ayes 0 nays 2 absent

MOTION CARRIED



NORTHERN MORAINE WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

SPECIAL MEETING MINUTES

50th Anniversary Open House

September 14, 2019

Present: Trustees: Ken Michaels, Dena Battaglia, Timothy Brunn, Lydia Ryberg, John Ragland
District Manager: Mohammed Haque; District Clerk: Deborah Martin
Staff: Assistant Clerk: Madalina Roscan, Superintendent: Luke Markko; Junior
Engineer: Joe Lapastora; Operators: Bryan Gainer, Tim Hendrickson, Chris Molidor;
Lab Assistant: Emily Lecuyer
Special Guests: Honorable Representative Tom Weber, Honorable Senator Dan McConchie,
Honorable Senator Craig Wilcox along with friends, relatives and residents
of Island Lake, Port Barrington and Lakemoor.

The Open House was called to order by District Manager Mohammed Haque at 12:22 p.m.

1. WELCOME AND INTRODUCTIONS:

Manager Haque welcomed guests to the District's 50th Anniversary Open House. Mr. Haque introduced the District's Board of Trustees, Staff and speakers Honorable Representative Tom Weber, Honorable Senator Dan McConchie and Honorable Senator Craig Wilcox. He also welcomed former Senator Pam Althoff and former House Leader Mike Tryon. Mr. Haque encouraged those in attendance to tour the District's wastewater treatment facility and to enjoy the many activities and refreshments on hand. Mr. Haque lauded the dignitaries present, stating that he has had the opportunity to see these congressmen in action, working hard to represent their constituents. He informed those assembled that these congressmen have a hand in appointing our trustees, who represent the communities that the District serves; Island Lake, Port Barrington and Lakemoor. Mr. Haque spoke about the partnership that the District has with these villages, and our ability to help each other in serving our residents. He also spoke of the mutual cooperation of neighboring villages. Manager Haque informed the audience that every day the District is collecting and treating over 1.2 million gallons of wastewater and that we can do so while maintaining the strict regulatory requirements on the quality of the water that leaves the treatment plant. Mr. Haque reported that about 280 tons of sludge is hauled away every year and around 500 million gallons of water is processed in our treatment facility; the water returned to the Fox River is cleaner than the water that is there to begin with. He continued to explain that the sludge is highly sought after by farmers because of the richness of the nutrients and phosphorus in the sludge. Mr. Haque revealed the District's new logo, informing those gathered that the logo represents the water cycle and the District's part in that cycle by providing clean water and nutrients for the soil. He introduced the District's staff and then introduced District President Ken Michaels.

2. HISTORY OF NORTHERN MORAINE WRD:

District President Ken Michaels thanked his fellow trustees for their continued dedication to the communities they serve by preparing for each Board meeting without political or personal agendas, ensuring that our residents are well represented. President Michaels shared with the assembled group that 50 years ago the citizens of Island Lake founded the Island Lake Sanitary District and began the long judicial process to have the Sanitary District recognized under the provisions of the Illinois Sanitary District of 1917. President Michaels shared the unpleasant early rivalry with the Village of Lakemoor, as both the Village and the District were attempting to obtain IEPA permits. He talked about the work involved in negotiating to have the Village of Lakemoor represented by the District. President Michaels ended with presenting Resolutions to Senator Dan McConchie and Senator Craig Wilcox for their leadership and support of the District and expressed gratitude from the District for their support.



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3. 2019 ILLINOIS SENATE OVERVIEW:

a. Illinois State Senator Dan McConchie thanked the District for the invitation to the 50th Anniversary Open House and shared his experiences as a child visiting his grandparents' farm that did not have an indoor bathroom. He stated that he felt that it was easy to take for granted the work that Northern Moraine does and that Northern Moraine is part of a valuable, important and necessary infrastructure for our society. He shared that he felt it was a privilege to support Northern Moraine.

b. Illinois State Senator Craig Wilcox talked about his Army experience in Iraq in 2003 and that he saw first hand the evolution of a sanitary district when in a combat zone. Senator Wilcox shared that when in the desert, he watched how technology and resources helped to build a crude sanitary district and then more advanced sanitary sewer system. Senator Wilcox spoke that there are some bills on the horizon in Springfield that will benefit the continued advancement in the drive of economic development. He stated this is a positive progression for infrastructures.

4. 2019 ILLINOIS HOUSE OVERVIEW :

Illinois Representative Tom Weber thanked the District for giving him the opportunity to see the results of some of the bills that he has voted on by visiting the projects the District has begun. He also stated he was looking forward to touring the District's wastewater treatment facility.

5. PRESENTATION OF COMMEMORATIVE AWARD

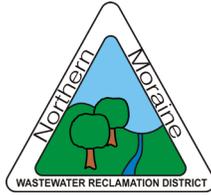
Manager Haque shared with the assembled group that President Michaels has been a trustee of the District for 23 years and that it was appropriate that President Michaels should accept the award for the District's 50th year of service to the residents of our communities. President Michaels stated that the 50th Anniversary Commemorative Award would be on display in the District office.

6. DISTRICT PROJECTS AND FINAL COMMENTS:

District Manager Mohammed Haque spoke about the importance of controlling costs and still being a sustainable utility and shared the various projects that the District has undertaken to reduce the District's energy footprint. These projects include the replacement of older pumps and equipment, along with upgrading automations. The District is looking into alternate forms of revenue and has begun a septage receiving program that will take in revenue with the hope of offsetting increasing user fees in the future. Manager Haque shared that the District is on a fast path to ending tax levies for both Lake and McHenry counties. To increase capacity in the Lakemoor area, the District has begun a Darrell Road expansion project, that Manager Haque reported to the audience. The District has supervised the installation of bat houses, in hopes of attracting bats to feed on the mosquitoes at the treatment plant; and has started a hydroponics program, along with a pilot program for installing solar panels.

ADJOURNMENT

The special meeting adjourned at 12:46 pm with District Manager Haque inviting those assembled to enjoy the refreshments, exhibits and various activities available along with tours of the wastewater treatment plant. He also encouraged everyone to enjoy some of the beautiful views of surrounding natural habitats and the Fox River. Approximately 83 people were in attendance for Northern Moraine Wastewater Reclamation's 50th Anniversary Open House.



August 6, 2019

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

Deer Grove North Unit 2 [Gravity Sewer Extension for 11 lots]

In maintenance period. This will no longer appear on DM Report.

Savannahs of Lakemoor [Gravity Sewer Extension for Subdivision]

Received sanitary sewer as-builts and cleaning / televising documentation. Issuing letter of acceptance and will enter maintenance period of 3 years.

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

The control panel is pending delivery. Testing is ongoing with some failed items that are being rectified. An IEPA permit allowing for plugging sewer and pumping with septic hauling trucks was signed by District. Awaiting receipt of permit for stopgap arrangement until lift station is fully operational. We continue to work with Lakemoor to ensure that startup and sitework is completed in time for the store opening.

Circle K

Waiting on retained personnel fee. Basic site plans have been received.

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.

Dunkin Donuts - Lakemoor

Development plans are currently under review for a new Dunkin Donuts in Lakemoor at 250 Rand Road.

Lift Station Controls

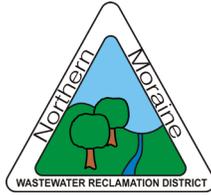
The Hale control panel has been delivered and we will be working with Kresmerrey Construction on the installation. Panels at additional locations will be ordered in the next few months utilizing contributions from state legislature capital bill funding.

Floodproofing of Control Building and Generator Modifications

Flood barriers have been received. Reviewing mansard / architectural panel options for the building and finalizing order. Since we have had considerable savings on this project, we are replacing the weathered and rusting doors on this building with extruded aluminum doors. We are also replacing the entire mansard to have a uniform look for the building.

Phosphorus Removal

See Superintendent's report.



Influent Flowmeter and Raw Pump #4

See Superintendent's report.

SCADA(Supervisory Control and Data Acquisition) and Automation

See Superintendent and Engineer's Report.

Headworks / Screening Issues

The influent grinder was installed and is working 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 have requested 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.

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. We are currently pricing out a replacement pump skid and will proceed with replacing the pumps.

The installation of the filter/strainer has had considerable effect on clogging of nozzles throughout the plant, saving considerable maintenance time and effort.

Operations Building Remodeling

Minor punchlist items to be completed by end of August.

Office Remodeling

Minor punchlist items to be completed by end of August.

Prairie Woods Generator

A replacement generator by Cummins was ordered and was received last week. Installation is being scheduled.

Maintenance Garage

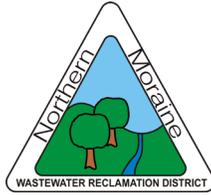
CE Ltd has started the work for stormwater permitting by McHenry County. I am working with ADG Design on the architectural drawings and will submit to the board in late fall.

Capital Bill

We are expecting Representative Tom Weber, Senator Craig Wilcox and perhaps Senator Dan McConchie at our board meeting on July 9, 2019. Resolutions of thanks are being prepared in anticipation of their attendance.

50th Anniversary Preparations

Debi has started on preparations for this event and is receiving quotes for arrangements including tent, tables, podium, snacks, refreshments, etc. A formal flyer was created and will be mailed this month. A copy of the mailing list will be distributed to the board for review. We also intend to put inserts into future bills to invite the public. We are also working on some tours, displays as well as speakers for the day. A draft agenda is attached.



Personnel

Our Engineering Intern, Ross Kahler finally was able to start with us on June 13. He will be working with us until end of August. As a recent graduate in Environmental Engineering, he is actively seeking a full-time permanent position. I am assisting him in getting placed since the District does not have a permanent full-time position available for him to fill for the long term.

Eric Lecuyer's last day with the District was on June 30, 2019. Eric is really looking forward to retirement. I will be taking him out to lunch next week to check up on him.

The District has been heavily advertising the two Operator positions with the intention of filling only one of them now. We have had a good response to the opening. Several candidates will be interviewed prior to the Board meeting. The Operator-in-Training position we had discussed last month is being put on hold until we are able to fill one Operator position.

We are considering the possibility of hiring part-time office help after the intern leaves at the end of August. The new subdivisions of Savannah's, Deer Grove as well as the number of construction projects that are being managed in house has created considerable work in the areas of Permitting, Inspection coordination, Accounts Payable, etc. There are times when office staff feel overwhelmed and a part-time position would allow for some relief and also allow for some redundancy in staffing positions and skillsets.

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

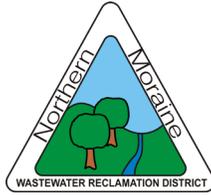
The Dentist's office added to their existing office without any sewer review or coordination. Since approaching them about the violation of District Ordinances, they have paid connection fees for the expansion (additional office space as well as 2 apartments). They are in the process of televising the service tie-in. A follow-up will be done with the Village of Island Lake once they have a new building inspector to ensure that we have better coordination going forward.

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.

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.

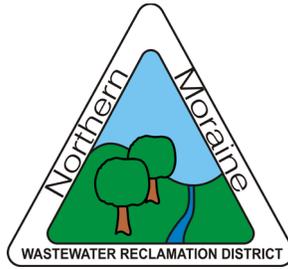


Employee Policy Manual Review

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 will be presented to the board in the next 1-2 months.

Bids

Several bids were advertised and are up for approval this month. We had very good responses on the Clarifier Cover Recoating and the SCADA Control Panels bids and decent response on the Roofing and the Sludge Drying Bed Cover bids. One additional bid for Site Improvements was advertised, but ultimately postponed because the engineering drawings from CE, Ltd. was not far along to advertise. That bid will be re-advertised later this month.



NMWRD August 2019 Operations Report

As of September 6th, 2019

Prepared by: Luke Markko, Superintendent

Project Realization – August was a month of significant productivity. A number of coordinated and long planned projects have all come together at once. To see the many items that District staff envisioned well over a year ago come together all at once has created a special moment in time here at NMWRD. It's a time of rebuilding, modernization, and creative problem solving that we are proud to be a part of.

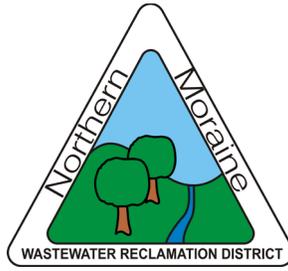
Out with the Old – The former Crane Truck, a Ford F-450, was recently auctioned off and sold. The District was able to fetch \$4,500 for the vehicle. This vehicle was replaced by the Ford F-550 that was purchased last fall and outfitted with a utility body and the existing crane.

Operations Office Remodel Update – Additional updates were made to the Operations Office in the treatment plant control building. Plug-and-play workstations were set up to allow operators to bring a laptop to any of the workstations, have network connectivity and access to the future SCADA system.



New workstation layout with play monitors & keyboards

Septage Receiving Update - While the District continues to receive small quantities of septage, the project has taken a more serious turn. A manhole structure and sewer line were installed to facilitate the connection of a septage receiving station in one of the former drying beds located at the treatment plant site. A yard hydrant was installed to allow for cleaning and flushing, along with power and data conduits to supply electricity and control to the station. Two non-functioning yard hydrants were replaced at this time and a potable water line was installed in the dewatering building. This will allow for potentially better polymer mixing for dewatering options, and for the use of clean water to washdown vehicles.

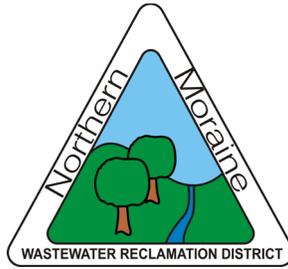


Trenching for septage sewer line.

Control Building Exterior Upgrades – The mansard replacement work continues. District staff have been installing fiber cement panels for a couple of weeks now, and more recently contractors have begun installing laminate accent panels as well. New sections of sidewalk are being installed after some had to be removed for the septage receiving line, along with sections that were beginning to crumble. Landscaping restorations are planned to follow in the next few days.



The changing face of NMWRD's Control Building



Sludge Conveyance – A hole was made in the side of the Dewatering Building. Yes, we made it on purpose! This is part of the goal to convey sludge directly from the centrifuge to the drying beds. Concrete pedestals are being poured as this report is being typed to support the conveyor once it is removed and turned around. This will save many hours that are spent using the front-end loader to move sludge bucket-by-bucket from the dewatering building to the sludge storage beds.

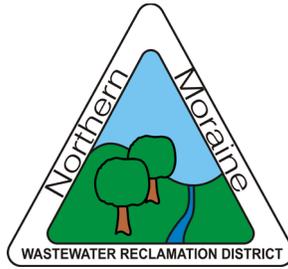


Before and After. District staff hydro-excavated the holes for the pedestals that will hold the sludge conveyor.

RAS/WAS Automation – Automating the process of controlling the Return Activated Sludge (RAS) and Waste Activated Sludge (WAS) is coming closer to becoming a reality. Wasting is the process of diverting solids from the treatment process to the digesters. Doing so prevents the solids concentrations in the Oxidation Ditch getting too high. Currently operators have manually open and close valves to facilitate this process. This was recently made easier by the installation of two motorized valve actuators that mechanically open and close the valves. NMWRD's second SCADA panel has arrived to put some brains behind the operation. Once installed the valves can be programmed to allow a set volume of sludge to be pumped to the digesters. Currently it is done in one slug load. Automating the process will allow for multiple small doses throughout the day. This is a better method that is less stressful to the biological processes that we employ. Akin to eating several small meals throughout the day as opposed to gorging oneself.



Recently installed valve actuator.



Woodmans' Lift Station & Treatment Plant Lift Station Control Panel – The standardized lift station panel developed in-house by District staff is getting ready to be put to the test. The small lift station located on the treatment plant site makes for a good trial run to see how our custom panel performs. Starters that energize the pumps are currently being installed, and the panel is scheduled to be installed early in the week of September 9th. The lift station at the Woodman's grocery store location has begun pumping. While the District hasn't taken ownership yet, the station is starting to come to life. It has recently been connected to the Grundfos Remote Management system that allows District staff to monitor it remotely, and a permanent standby generator was recently installed.



Sitework at Woodman's lift station.



NMWRD Custom lift station panel prep.

Dewatering Building Roof - The roof and gutters were recently replaced per the bid awarded to Filotto Roofing. Drain pipe for the gutters was installed by Bartnick Construction to allow water to flow behind the building to prevent ice buildup on the asphalt in the winter.

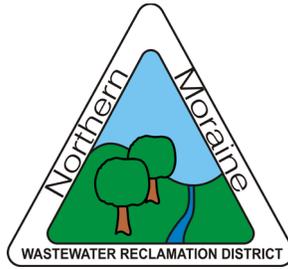
Painting - In preparation for the 50th Anniversary Open House there are several areas where a fresh coat of paint is being applied to freshen things up. Pipes, doors, hydrants and valves are getting prepped to look good.



Roof and gutter replacement.



Dewatering Building after a paint job.



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 will be available for public viewing at the Open House.

Lab Assistant – Meet NMWRD’s new lab assistant. This yet to be named beta fish will be employed in public education to demonstrate the cyclical nature of water and waste. The fish is fed, and its waste provides nutrients to the radishes and wheat grass growing at the top of the tank, as the plants take up the nutrients, they clean the water for the fish. This is a great visual aid for all ages to understand on a small scale what we are doing here at the wastewater treatment facility. This demonstration unit was kindly donated by Dahme Mechanical.



Signs and Decals – New signs and decals are being made to update facilities and equipment with the new logo.



NMWRD Engineering Report
Date: September 6th, 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 11th Board Meeting and Mohammed Haque issued an “Approval for Use” letter to Jarvis Exteriors, Inc. on June 13th. 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 approve the sewer extension at the June 11th Board Meeting. Mohammed Haque is still waiting for a few items before issuing an “Approval for Use” letter to William Ryan Homes. The items include; physical and digital as-builts and William Ryan Homes will need to exchange their maintenance bond for performance bond. 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] –After the mainline construction and testing was completed, Mancini shifted their focus to the remaining items of the lift station. Concrete curb and a concrete pad for the generator/control panel was poured in late July to prepare for ComEd and Nicor to do their underground work. 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 16th. As of today, the District is not concerned with RA Mancini/Mary meeting the deadline. Note that the Woodman’s store is now open, however, a hard opening is still scheduled for mid-September.



Control Panel at Woodmans



Picture of Lift Station including Wet Well and Control Panel.

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

[Project Update] – The retaining wall for the right-turn lane has been poured. We expect that asphalt stripping will occur within the next two weeks. Luke Markko and Joe Lapastora met with a construction worker on September 6th to discuss the uncovering of the buried manhole. We are currently waiting for the project superintendent to contact the District.

NMWRD Floodproofing & Other Plant Projects:

[Project Update] – Completed aspects of this 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, and flood barriers have arrived but are awaiting install. Pending work items include; finishing flashing and marriage to new deck for dumpster enclosure, install flood barriers and permanent stairs to be installed after new sidewalk is poured. Furthermore, in preparation for the Sludge Drying Bed Cover bid, prep work on the Southeastern most drying beds has been completed. As of September 6th, all Control Building exterior components have been ordered. It will be a close call to ensure all exterior work on the Control Building is completed before September 14th but it will get done! Other plant projects completed in the month of August include; 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, various painting projects, asphalt re-shingling on Dewatering Building, and more! Please review Luke Markko's Operation report for detailed reports on the aforementioned plant projects.

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. Items currently on hold or in progress include; Panel/enclosures, restoration landscaping after all excavating is complete, and tying the entire system together. 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.

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 will finalize a design after the 50th Anniversary celebration. 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.

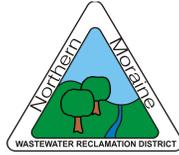
In addition to the work relating to these projects, the following engineering related work is also being performed;

- 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. This project is on hold until after the 50th Anniversary celebration.
- ComEd will be issuing their first incentive checks regarding the ComEd Strategic Energy Management Program in mid-September. 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.
- Idea Marketing is almost done with the new NMWRD website. They have moved on to Phase 4 (out of 5) as of mid-August. Specifically, the Idea Marketing team is working on all internal webpages and transitioning the data from our old website server. The District anticipates that the new website will be made available by late October.
- The District sent six (6) staff members to the CSWEA Health and Safety Operators Class on August 14th. All employees passed their exam and received certification. Kudos to all involved!
- The District hosted a Young Professional tour on August 30th for CSWEA YP's and Students. The group was quite small but District employees used this tour as an opportunity to rehearse for the 50th Anniversary celebration.



Picture of the YP tour group. Luke Markko leading the tour.

- The District's main focus for the last month has been overall preparation for the 50th Anniversary celebration. Simply put, we have completed way too many projects to include in the Engineering report. See Mohammed's Manager Report and Luke Markko's Operation Report for a detailed summary of the completed work.



DELINQUENT ACCOUNTS RECAP FOR August, 2019

Revised: 9/06/19 by Debi Martin, District Clerk

\$200-\$300

52 Active Accounts

Island Lake – 33 customers
30 Water Shut Off Notices, 2 Final Water Shut Off Notices, 1 Final Notice of Delinquency
Lakemoor – 7 customers
5 Final Notices of Delinquency, 2 Sewer Disconnection Notices
Port Barrington – 12 customers
6 Final Notices of Delinquency, 6 Sewer Disconnection Notices

\$301-500

9 Active Accounts

Island Lake – 1 customer
1 to be disconnected
Lakemoor – 6 customers
6 Sewer Disconnection Notices
Port Barrington – 2 customers
2 Sewer Disconnection Notices, 1 promised payment

\$501-\$1000

10 Active Accounts

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

\$1001 and up

10 Active Accounts

Island Lake – 5 customers
5 liens – 5 with water off
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): **\$46,935.23** (\$9,613.65 inactive accts)

July 2018's report: **\$50,275.76**

July 2017's report: **\$58,399.05**

MONTHLY ACTIVITY:

4804	Monthly Bills mailed on 9/3/19 (for August service)	128	Notices of Delinquency mailed on 9/3/19
382	Bills <u>not</u> mailed – customers prepaid on their accounts	16	Sewer Disconnection Notices mailed on 9/3/19
30	Water Shut Off Notices mailed on 9/3/19	2	Final Water Shut Off Notices mailed on 9/3/19
12	Final Notices of Delinquency mailed on 9/3/19	37	Real Estate closings for August 2019



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Northern Moraine Wastewater Reclamation District

113 Timber Trail
Island Lake IL 60042

AGENDA

REGULAR MEETING

7:30 P.M. – September 9, 2019 (Monday)

1. **CALL TO ORDER & ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **PRESENTATION & APPROVAL OF MINUTES**
 - a. Regular Meeting Minutes – August 6, 2019
4. **TREASURER'S REPORT**
5. **PUBLIC COMMENTS**
6. **MANAGER'S REPORT**
 - a. Operations Report
 - b. Engineering Report
 - c. Seriously Delinquent Accounts Report
7. **TRUSTEE REPORTS**
8. **LEGAL BUSINESS**
9. **OLD BUSINESS**
10. **NEW BUSINESS**
 - a. Adoption of a Resolution Accepting the Appraisal of District Assets by CBIZ Valuation Group
 - b. Accept the Annual Audit for Year Ending April 30, 2019
 - c. Adoption of a Resolution Accepting Improvements for Lakemoor Commons (Woodman's) in Lakemoor
 - d. Adoption of a Resolution Accepting a Municipal Advisor for Refunding of Existing Debt Obligations
11. **MISCELLANEOUS CORRESPONDENCE**
 - a. MCCG September Meeting – Wednesday, September 25, 2019 – Rusty Nail, Ringwood, IL
12. **APPROVAL OF BILLS**
13. **OTHER BUSINESS**
 - a. Executive Session – if needed