



# NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

## REGULAR MEETING MINUTES

May 12, 2020

**Zoom Meeting w/ Video: <https://zoom.us/j/5208665980>**  
**Zoom Meeting w/ Audio Only: +13126266799,,5208665980#**

Present: Trustees: Ken Michaels (by video), John Ragland (by video), Timothy Brunn (by video),  
Lydia Ryberg (by video), Dena Battaglia (by phone)  
District Manager: Mohammed Haque (by video); District Clerk: Deborah Martin (by video)  
Others: Superintendent Luke Markko (by video)

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 pledged allegiance to the flag.

### 3. PRESENTATION & APPROVAL OF MINUTES:

#### a. Regular Meeting, April 7, 2020

Motion by Trustee Brunn to approve the Regular Meeting minutes of April 7, 2020 as presented.

2nd by Trustee Ragland

5 ayes 0 nays 0 absent

**MOTION CARRIED**

### 4. TRUSTEE'S OATH OF OFFICE:

Having been reappointed by the State of Illinois Appointing Authorities, Ken Michaels and Lydia Ryberg took oaths of office as Trustees for the Northern Moraine Wastewater Reclamation District for the period of May 1, 2020 through April 30, 2023. District Clerk Debi Martin will file the required paperwork with the State of Illinois Indexing Department.

### 5. ELECTION OF OFFICERS:

*Pursuant to the Sanitary District Act of 1917, (70 ILCS 2405/4) Section 4, "The Board of Trustees immediately after their appointment and at their first meeting in May of each year thereafter, shall elect one of their number as president, one of their number as vice-president and from or outside of their membership a clerk and an assistant clerk. In case of the death, resignation, absence from the State or other disability of the president, until such disability is removed or until a successor to the president is appointed and chosen in the manner provided by this Act."*

Motion by Mr. Ragland to appoint Ken Michaels as the President of the Northern Moraine Wastewater Reclamation District.

2nd by Trustee Battaglia

4 ayes 0 nays 1 abstain - Ken Michaels **MOTION CARRIED**



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Motion by Mr. Ragland to appoint Dena Battaglia as Vice President of the Northern Moraine Wastewater Reclamation District.

2nd by Trustee Ryberg

4 ayes 0 nays 1 abstain - Mrs. Battaglia **MOTION CARRIED**

Motion by President Michaels to appoint Deborah Martin as District Clerk of the Northern Moraine Wastewater Reclamation District.

2nd by Mr. Ragland

5 ayes 0 nays 0 abstain **MOTION CARRIED**

Motion by President Michaels to appoint Madalina Roscan as Assistant Clerk of the Northern Moraine Wastewater Reclamation District.

2nd by Mr. Ragland

5 ayes 0 nays 0 abstain **MOTION CARRIED**

**6. SELECTION OF DISTRICT OFFICIALS:**

Motion by Mr. Ragland to appoint Lydia Ryberg as Treasurer of the Northern Moraine Wastewater Reclamation District.

2nd by Mr. Brunn

4 ayes 0 nays 1 abstain - Mrs. Ryberg **MOTION CARRIED**

Motion by Mr. Ragland to appoint Victor Filippini, Jr. as Legal Counsel for the Northern Moraine Wastewater Reclamation District.

2nd by Mr. Brunn

5 ayes 0 nays 0 abstain **MOTION CARRIED**

Motion by Mr. Ragland to appoint Trotter and Associates as District Engineers for the Northern Moraine Wastewater Reclamation District.

2nd by Mr. Brunn

5 ayes 0 nays 0 abstain **MOTION CARRIED**

Motion by Mr. Ragland to appoint Deborah Martin and Mohammed Haque as Freedom of Information Act Officers and Open Meetings Act Officers for the Northern Moraine Wastewater Reclamation District.

2nd by Mr. Brunn

5 ayes 0 nays 0 abstain **MOTION CARRIED**

**7. TREASURER'S REPORT:**

a. Approval of the Monthly Treasurer's Report for month ending March 31, 2020

Trustee Ryberg presented the Monthly Treasurer's Report for month ending March 31, 2020 for Board approval.

Motion by Mrs. Battaglia to approve the Treasurer's Report for month ending March 31, 2020 as presented.

2nd by Mr. Brunn

5 ayes 0 nays 1 absent **MOTION CARRIED**

**8. PUBLIC COMMENTS:** none

**9. MANAGER'S REPORT:**

Manager Haque reported that he has been working with Trotter and Associates to prepare project funding applications and related documents through IEPA SRF and Illinois Capital bill funding. He stated that he felt this funding will be available soon. Mr. Haque told the Board that the Darrell Road sewer application with Illinois DCEO is being done in conjunction with the Village of Lakemoor, since sanitary districts are not allowed



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to apply in the first round (this is something that we are also working on). The District will be issuing a letter of support for the Village's application. Mr. Haque reported that the District received our first incentive check in the amount of \$2,147.15 for completing the first milestone for our ComEd Energy Grant, thanks to the hard work of our Engineer in Training, Joe Lapastora. Mr. Haque informed the Board that Staff are starting to plan for a re-start of the office. Initially he will allow two people to be in the office at the same time and split shifts with the goal of being fully integrated and that we will keep the lobby closed until we feel that there is a need to re-open or if we feel that our peers are doing the same. So far, we have not had anyone request an in-person meeting, although it has been offered. Mr. Haque informed the Board that the final version of the CMOM was submitted to IEPA and once the District has the newer Vactor, the District will start the cleaning and televising process for this year. Mr. Haque updated the Board on Woodman's, telling them that the final inspection was completed and passed. He is working on the final letter that approves all improvements and points out the balance of items remaining to be completed per our agreement. Mr. Haque reported that staff is getting quotes for concrete blocks that the sludge storage bed fabric structure will sit on, and that Greenfield is working with McHenry County for the permits. The District is also finalizing quotes for a greenhouse to cover the area between the existing dewatering building and the new cover. Mr. Haque told the Board that Eric Rothstein has provided his final report for the user rate study and the review is pending. Mr. Haque updated the Board on the hiring of the 4<sup>th</sup> operator at the treatment plant; the operator was unable to stay. Mr. Haque told the Board that a portion of the fiber optics is currently being installed for the SCADA project and that Staff is working with ASD to get the SCADA completed soon. Mr. Haque informed the Board that a change order was approved on the Headworks project to convert to MS2 bar screen to a lower priced MS1 bar screen and that we are waiting on final engineering drawings by Trotter and Associates. Mr. Haque reported that due to lack of progress from our attorney on reviewing and combining some ordinances, he will take on this project himself. Mr. Haque stated that he felt there may be new activity on the Circle K development in Island Lake.

Superintendent Markko reported to the Board that the Operations Staff has staggered its work shifts so that not all Staff is at the treatment plant at the same time. Mr. Markko also reported that he was able to procure additional PPE through McHenry County EMA / Illinois EMA, American Water Works Association (AWWA) / Illinois Water/Wastewater Agency Response Network (ILWARN) / FEMA, and through McHenry County Council of Governments. Mr. Markko explained the change in how deliveries are now accepted, since the main office is closed and that septage receiving is still being utilized with as little contact with operations staff as possible. Mr. Markko informed the Board that the District has recently joined a group of 400 wastewater treatment plants across the nation to test for the ribonucleic acid (RNA) of the virus causing COVID-19 in their influent waste streams. This will provide indication of the virus' spread on a community scale. The first sample set was collected and shipped out on May 6<sup>th</sup>. District staff are pursuing additional funding to assist with the continuation of the testing and at other labs that may have better pricing options. He stated that he felt it will be interesting to see what the test results show, and Staff is excited to be contributing to the effort to understand the nature of this virus' spread. Mr. Markko reported that with the dome off of the North Clarifier, District Staff will now be able to pressure wash and paint the dome. Mr. Markko stated that both the clarifier repairs and the repaving plans overlap in areas involving erosion control measures, and grading. Silt fencing to encompass both projects was installed to protect against site erosion runoff. Grading and stone bedding were performed near the Norther clarifier to both provide a base for a crane to position during the clarifier repairs and in preparation for the new pavement. He told the Board that a new clarifier mechanism has been ordered from Walker Process Systems; this new mechanism will have stainless steel components for items that will be below the water level in the tanks, that will significantly reduce rehab costs in the future. Mr. Markko wanted the Board to know that Staff is contemplating options to rent a portable clarifier or holding tanks to place on site to provide temporary redundancy in the event an issue were to arise with the South Clarifier for the period of time when it is the only available secondary treatment point in the facility. Mr. Markko report that due to the Shelter In Place orders from the Governor, District Staff has seen a reduction in flow in the vicinity of Lift Station 7 and has not been collecting enough samples to determine why there is an increase in ammonia readings as reported at previous Board meetings, but told the Board that they are still monitoring the levels. Mr. Markko



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informed the Board that plans are underway to replace aging and failing valves at the Rawson Bridge Road Lift Station. The isolation valves and check valves are original equipment dated back to the late 90's. The check valves have begun to leak flow back from the force main into the wet well. This reduces the station's efficiencies resulting in reduced hydraulic capacity and increased energy consumption. New valves have been ordered. Mr. Markko reported that the new Vactor should be delivered shortly.

**10. TRUSTEE REPORTS**

Mr. Ragland reported that he had noticed that the Village of Lakemoor would be addressing the IGA with the District at their Board meeting. Manager Haque explained that this would be part of the process in the grant application with the DCO. Mrs. Battaglia made note of the NMWRD insert with the May bills addressing the issue of wipes. She asked if this was an ongoing issue with the residents of Port Barrington; Manager Haque stated that the District had concerns that all residents would start using wipes the same way as toilet paper with the toilet paper shortage and wanted all residents to be aware of the damage that flushed wipes cause to the sanitary sewer system and that Port Barrington residents should be aware of the damage the flushed wipes could cause to their on-site grinder pumps.

**11. LEGAL BUSINESS – none**

**12. OLD BUSINESS**

**13. NEW BUSINESS**

a. Public Hearing for Proposed Annual Budget for Fiscal Year 2020-2021

No members of the public were in attendance. Notice had been provided.

b. Adoption of the NMWRD Operating Budget for Fiscal Year 2020-2021

Motion by Mr. Brunn to adopt the NMWRD Operating Budget for Fiscal Year 2020-2021.

2nd by Mr. 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**

c. Continuation of Auditing Services by Lauterbach and Amen, LLP

District Manager Haque explained that no action is needed because the Board approved a 1 year contract last year with Lauterbach and Amen and authorized him to renew the contract for an additional 2 years, however, it was included on the agenda for disclosure purposes and to provide an opportunity for change, if needed. Nobody expressed any concerns with continuing with Lauterbach and Amen, LLP

d. Authorization to Initiate Records Disposal Authorization with the State of Illinois

Motion by Mr. Brunn to authorize District Staff to initiate the Records Disposal application as presented to the State of Illinois and to destroy the records once approved by the state.

2nd by Mrs. Battaglia



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e. Adoption of Salary Ordinance 20-06

Motion by Mrs. Battaglia to adopt Salary Ordinance 20-06, a Salary Ordinance for Employees of the Northern Moraine Wastewater Reclamation District.

2nd Mr. Brunn

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**

f. Adoption of a Resolution Regarding Reporting of Section 125 Contributions to IMRF

Motion by Mr. Ragland to adopt a Resolution to include compensation paid under Internal Revenue Code Section 125 Plan as IMRF earnings, per the recommendations of IMRF.

2nd 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**

**14. MISCELLANEOUS CORRESPONDENCE**

- a. MCCG Membership Meeting: cancelled due to the COVID-19 Pandemic

**15. APPROVAL OF BILLS**

Motion by Mr. Brunn to approve payment of bills on the May 12, 2020 bill list as presented, in the amount of \$243,092.71.

2nd 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**

**16. OTHER BUSINESS – none**

**ADJOURNMENT**

Motion by Mr. Brunn to adjourn at 8:24 p.m.

2nd Mr. Ragland

5 ayes 0 nays 0 abstain

**MOTION CARRIED**



May 12, 2020

To: NMWRD Board of Trustees

From: Mohammed Haque, District Manager

Subject: Manager's Report

*All update items are in italics.*

### **2020 Project Funding / Grants**

*The District has been working with TAI to prepare the project funding applications and related documents. The Darrell Road sewer application with Illinois DCEO is being done in conjunction with the Village of Lakemoor, since sanitary districts are not allowed to apply in the first round (this is something that we are also working on). The District will be issuing a letter of support for the Village's application. We continue to work on the other applications through IEPA SRF and Illinois Capital bill funding.*

### **ComEd Energy Grant**

*The District (primarily Joe) has been working with a cohort of wastewater plants on energy efficiency. One of the perks of the program are milestone monetary incentives. Yesterday we received our first incentive check in the amount of \$2,147.15 for completing the first milestone.*

### **COVID-19 Adjustments**

Staff have made numerous adjustments to accommodate social distancing and the stay-at-home order as well as the potential presence of COVID-19 in wastewater. Based on all these items, the office has been physically closed, with all calls routed to cell phones and all administrative, engineering and clerical work done from home. *We are starting to plan for a re-start of the office. Initially we will allow two people to be in the office at the same time and split shifts with the goal of being fully integrated once the stay-at-home order is lifted. We will continue to keep the lobby closed until we feel that there is a need. So far, we have not had anyone request an in-person meeting, although it has been offered.*

### **Lily Lake Road Improvements – Nunda Township**

On February 14<sup>th</sup>, Mike Lesperance with Nunda Township told us about the Lily Lake Road project to shave down some dangerous hills on the road. On February 18 we met at their engineer's office – HR Green and I informed them of our two force mains that come down Lily Lake Road and told them about the incident where the 12" force main was damaged during the roundabout project. *We are coordinating work with the contractor, Curran. We are also working on getting the air relief valves replaced on the force mains.*

### **Wegner Road Stormwater Improvements – Nunda Township**

J Condon and Associates are designing a storm sewer for Nunda Township on Wegner Road, east of Lily Lake Road. This area also has both of our Lakemoor force mains as well as a gravity line. We have sent them plans for the sewers so that they can incorporate them in their designs. *We are waiting for the engineering plans for review.*



### **CMOM Plan – IEPA NPDES Permit - Special Condition 23**

The Capacity, Management, Operation and Maintenance Plan for the District calls for us cleaning and televising 20% of our system on a yearly basis. This will need us to invest in a better vector and televising arrangement or do annual cleaning and televising contracts for this work. I anticipate the annual cost of this to be in the range of \$100,000 – \$150,000 yearly for the proper operations and maintenance of a sewer system. *The final version of the CMOM was submitted to IEPA and once we have the newer Vector, we will start the cleaning and televising process for this year.*

### **North Clarifier Issue**

The District has moved forward on issuing a purchase order for the clarifier mechanism as well as dome removal and replacement and clarifier mechanism removal and installation. The work on the clarifier should work out well with our plant paving project, so we plan on doing some sight grading in the near future to prep for both projects. *Shop drawings have been approved for Walker Process clarifier mechanism and production has started. Removal of the dome and the demolition of the exiting clarifier mechanism has been completed. District staff is planning on re-coating the dome internally. We have also issued requests for proposals for the demolition of the concrete slab, new concrete slab, etc. It is anticipated that demolition and concrete work will start in the next 10-15 days.*

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

District board has approved the project improvements, contingent on punchlist item completion. *The final inspection was completed and passed. We are working on the final letter that approves all improvements and points out the balance of items remaining to be completed per our agreement.*

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

Greenfield Contractors was awarded the bid for the Sludge bed covers. We are currently in the process of submittal review and finalization. Once submittal is approved, we expect that it will be installed in 60-90 days. We have moved the sludge conveyor to directly discharge to the sludge bed to the east of the Dewatering building and are currently setting up the conveyor to dump into the bed. Once the system works and the covers are installed, we expect to order a full stainless conveyor with cleated belts that should function well long-term. *We are getting quotes for concrete blocks that the structure will sit on. Greenfield is working with McHenry County for the permits. We are also finalizing quotes for a greenhouse to cover the area between the existing dewatering building and the new cover.*

### **User Rate Study**

*Eric Rothstein has provided his final report and the review is pending.*





### **Personnel**

We are holding off on PT Office Clerk (over 200 applied) because the office is closed. *Yesterday, May 11, we had a new employee, Todd Sampson, start as the 4<sup>th</sup> operator. Today he emailed us that his wife was offered a promotion and they have to move to Janesville and so he could no longer work for us. We will continue with our search for this position. We are also currently exploring the hiring of a summer intern.*

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

Floodproofing angles and supports have been delivered. Coping and other architectural metals have been received and are currently being installed by District staff. District staff are finalizing the door orders. *Some items are pending and final as-builts will be completed by TAI.*

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

Fiber optics backbone has been installed and most hardware components have been purchased. *Part of the fiber optics is currently being installed. In addition, we are working with ASD to get the SCADA completed in the near future.*

### **Plant Process Automation – Phase 1**

Three control panels have been installed and are awaiting their fiber network installation. *We are currently working on re-designing the panel for the RAS Station and to develop a list of instrumentation we will need. The human-machine-interface (HMI) software has been purchased from Trihedral/VTScada.*

### **Headworks / Screening Issues**

The influent grinder was installed and continues to work well after it was fixed under warranty. There is a need to change the motor stem height. In addition, some alignment issues will require us to move it slightly in conjunction with the installation of the new replacement screen and conveyor. *Change order approved to convert to MS2 bar screen and waiting final engineering drawings by TAI.*

### **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. Due to a failure of a second pump, an emergency repair was completed. *All components have been received, but we are waiting on some electrical design drawings from TAI before we can have the work completed.*

### **Maintenance Garage**

I am working with ADG Design on the architectural drawings and will submit to the board in the future. Permits from McHenry County Stormwater have been received for the paving work related to the maintenance garage and plant. *Revisions to the architectural drawings were sent back to the ADG Design and we are waiting for the next iteration of drawings.*





### **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. *Since Vic Filippini is not providing the revisions, I will start to do this work next month.*

### **Circle K**

Waiting on retained personnel fee. No contact has been made with the District for several months. We have reached out to inspector at Island Lake. *No update, although I was told that there may be some activity pending on this project.*

### **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.*

### **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. *Plans are nearly complete and ready to bid once the funding source is confirmed.*

## Northern Moraine WRD - Septage Receiving Tracking FY 2019-2020



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	16	38400	\$2,304.00	\$7,707.00
Nov-19	14	40100	\$2,550.00	\$10,257.00
Dec-19	10	32350	\$1,968.60	\$12,225.60
Jan-20	9	25400	\$1,642.20	\$13,867.80
Feb-20	9	27650	\$1,632.00	\$15,499.80
Mar-20	15	42150	\$2,682.60	\$18,182.40
Apr-20	14	38700	\$2,488.80	\$20,671.20

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

October	10/7/2019	Comm. Sewer & Septic	3000	\$0.06	\$180.00	10:05AM	Septic
	10/7/2019	Comm. Sewer & Septic	2000	\$0.06	\$120.00	2:55PM	Septic
	10/9/2019	Comm. Sewer & Septic	3100	\$0.06	\$186.00	2:45PM	Septic
	10/11/2019	Comm. Sewer & Septic	3100	\$0.06	\$186.00	2:30PM	Septic
	10/17/2019	Comm. Sewer & Septic	3000	\$0.06	\$180.00	9:05AM	Septic
	10/17/2019	Comm. Sewer & Septic	2000	\$0.06	\$120.00	3:10PM	Septic
	10/25/2019	Comm. Sewer & Septic	3000	\$0.06	\$180.00	2:00PM	Septic
	10/25/2019	Weidner' Septic Service	3100	\$0.06	\$186.00	4:30PM	Septic
	10/28/2019	Weidner' Septic Service	3500	\$0.06	\$210.00	AM	Septic
	10/29/2019	Comm. Sewer & Septic	3000	\$0.06	\$180.00	1:35PM	Septic
	10/29/2019	Weidner' Septic Service	3300	\$0.06	\$198.00	9:30AM	Septic
November	10/31/2019	Weidner' Septic Service	3400	\$0.06	\$204.00	9:45AM	Septic
	10/31/2019	Weidner' Septic Service	2900	\$0.06	\$174.00	12:05PM	Septic
	11/6/2019	Weidner' Septic Service	2850	Flat Rate	\$183.60	12:45PM	Septic
	11/7/2019	Weidner' Septic Service	3000	Flat Rate	\$183.60	9:10AM	Septic
	11/7/2019	Comm. Sewer & Septic	3000	Flat Rate	\$173.40	12:20PM	Septic
	11/7/2019	Weidner' Septic Service	2500	Flat Rate	\$183.60	2:25PM	Septic
	11/8/2019	Weidner' Septic Service	3200	Flat Rate	\$183.60	-	Septic
	11/8/2019	Weidner' Septic Service	3000	Flat Rate	\$183.60	12:50PM	Septic
	11/15/2019	Weidner' Septic Service	2500	Flat Rate	\$183.60	9:00AM	Septic
	11/19/2019	Comm. Sewer & Septic	3000	Flat Rate	\$173.40	11:40AM	Septic
	11/21/2019	Weidner' Septic Service	2500	Flat Rate	\$183.60	3:05PM	Septic
December	11/22/2019	Weidner' Septic Service	3000	Flat Rate	\$183.60	12:05PM	Septic
	11/22/2019	Weidner' Septic Service	2750	Flat Rate	\$183.60	1:25PM	Septic
	11/25/2019	Weidner' Septic Service	2800	Flat Rate	\$183.60	10:00AM	Septic
	11/25/2019	Weidner' Septic Service	3000	Flat Rate	\$183.60	2:05PM	Septic
	11/27/2019	Weidner' Septic Service	3000	Flat Rate	\$183.60	11:15AM	Septic
	12/2/2019	Comm. Sewer & Septic	2500	Flat Rate	\$173.40	12:40PM	Septic
	12/3/2019	Comm. Sewer & Septic	2750	Flat Rate	\$173.40	12:15PM	Septic
	12/3/2019	Weidner' Septic Service	3300	Flat Rate	\$183.60	3:10PM	Septic
	12/5/2019	Weidner' Septic Service	2750	Flat Rate	\$183.60	9:00AM	Septic
	12/12/2019	Comm. Sewer & Septic	3550	Flat Rate	\$173.40	9:15AM	Septic
	12/12/2019	Comm. Sewer & Septic	2750	Flat Rate	\$173.40	1:40PM	Septic
January	12/13/2019	Weidner' Septic Service	3200	Flat Rate	\$183.60	1:10PM	Septic
	12/13/2019	Weidner' Septic Service	3200	Flat Rate	\$183.60	1:25PM	Septic
	12/17/2019	Weidner' Septic Service	2250	Flat Rate	\$183.60	10:30AM	Septic
	12/18/2019	Comm. Sewer & Septic	2700	Flat Rate	\$173.40	12:15PM	Septic
	12/18/2019	Weidner' Septic Service	3400	Flat Rate	\$183.60	1:45PM	Septic
	1/3/2020	Comm. Sewer & Septic	2700	Flat Rate	\$173.40	11:00AM	Septic
	1/3/2020	Weidner' Septic Service	2500	Flat Rate	\$183.60	12:00PM	Septic
	1/8/2020	Weidner' Septic Service	2700	Flat Rate	\$183.60	10:00AM	Septic
	1/10/2020	Weidner' Septic Service	3500	Flat Rate	\$183.60	-	Septic
	1/14/2020	Weidner' Septic Service	3000	Flat Rate	\$183.60	12:05PM	Septic
	1/14/2020	Weidner' Septic Service	3000	Flat Rate	\$183.60	2:45PM	Septic
February	1/16/2020	Weidner' Septic Service	2000	Flat Rate	\$183.60	1:55PM	Septic
	1/17/2020	Weidner' Septic Service	3000	Flat Rate	\$183.60	1:40PM	Septic
	1/21/2020	Weidner' Septic Service	3000	Flat Rate	\$183.60	2:00PM	Septic
	2/3/2020	Comm. Sewer & Septic	3000	Flat Rate	\$173.40	-	Septic
	2/3/2020	Weidner' Septic Service	3000	Flat Rate	\$183.60	9:30AM	Septic
	2/4/2020	Weidner' Septic Service	3100	Flat Rate	\$183.60	10:00AM	Septic
	2/11/2020	Weidner' Septic Service	3000	Flat Rate	\$183.60	9:10AM	Septic
	2/12/2020	Weidner' Septic Service	3250	Flat Rate	\$183.60	-	Septic
	2/18/2020	Weidner' Septic Service	3250	Flat Rate	\$183.60	11:00AM	Septic
	2/21/2020	Comm. Sewer & Septic	2700	Flat Rate	\$173.40	10:00AM	Septic
	2/24/2020	Weidner' Septic Service	3250	Flat Rate	\$183.60	9:30AM	Septic
	2/28/2020	Weidner' Septic Service	3100	Flat Rate	\$183.60	10:00AM	Septic

March	3/2/2020	Weidner' Septic Service	3000	Flat Rate	\$183.60	-	Septic
	3/6/2020	Weidner' Septic Service	3500	Flat Rate	\$183.60	8:25AM	Septic
	3/6/2020	Comm. Sewer & Septic	2850	Flat Rate	\$173.40	2:35PM	Septic
	3/12/2020	Comm. Sewer & Septic	2900	Flat Rate	\$173.40	9:45AM	Septic
	3/13/2020	Weidner' Septic Service	3000	Flat Rate	\$183.60	9:25AM	Septic
	3/16/2020	Comm. Sewer & Septic	2500	Flat Rate	\$173.40	9:10AM	Septic
	3/17/2020	Weidner' Septic Service	3250	Flat Rate	\$183.60	9:30AM	Septic
	3/17/2020	Weidner' Septic Service	3000	Flat Rate	\$183.60	11:30AM	Septic
	3/17/2020	Comm. Sewer & Septic	3000	Flat Rate	\$173.40	2:35PM	Septic
	3/18/2020	Comm. Sewer & Septic	2500	Flat Rate	\$173.40	8:30AM	Septic
	3/18/2020	Weidner' Septic Service	2750	Flat Rate	\$183.60	11:30AM	Septic
	3/19/2020	Comm. Sewer & Septic	2000	Flat Rate	\$173.40	8:30AM	Septic
	3/20/2020	Weidner' Septic Service	3400	Flat Rate	\$183.60	1:55PM	Septic
	3/23/2020	Comm. Sewer & Septic	1500	Flat Rate	\$173.40	2:15PM	Septic
	3/23/2020	Weidner' Septic Service	3000	Flat Rate	\$183.60	1:20PM	Septic
April	4/2/2020	Comm. Sewer & Septic	1750	Flat Rate	\$173.40	8:10AM	Septic
	4/6/2020	Weidner' Septic Service	3250	Flat Rate	\$183.60	8:20AM	Septic
	4/7/2020	Weidner' Septic Service	3850	Flat Rate	\$183.60	2:30PM	Septic
	4/8/2020	Comm. Sewer & Septic	2000	Flat Rate	\$173.40	-	Septic
	4/10/2020	Comm. Sewer & Septic	3850	Flat Rate	\$173.40	2:30PM	Septic
	4/13/2020	Comm. Sewer & Septic	2000	Flat Rate	\$173.40	11:30AM	Septic
	4/14/2020	Weidner' Septic Service	3000	Flat Rate	\$183.60	8:20AM	Septic
	4/14/2020	Comm. Sewer & Septic	2250	Flat Rate	\$173.40	11:00AM	Septic
	4/15/2020	Comm. Sewer & Septic	2000	Flat Rate	\$173.40	2:00PM	Septic
	4/16/2020	Weidner' Septic Service	3250	Flat Rate	\$183.60	9:00AM	Septic
	4/17/2020	Comm. Sewer & Septic	2000	Flat Rate	\$173.40	9:00AM	Septic
	4/21/2020	Comm. Sewer & Septic	2500	Flat Rate	\$173.40	9:00AM	Septic
	4/30/2020	Weidner' Septic Service	3500	Flat Rate	\$183.60	10:50AM	Septic
	4/30/2020	Weidner' Septic Service	3500	Flat Rate	\$183.60	1:00PM	Septic

**NMWRD Sewer Connection Permit Tracking**  
FY 2019-20



Permit Date	Address	City	Re-Connect, Repair, Demo or New Connection	Permit Owner	Permit No.	Amount Paid
5/22/2019	1245 Noble Drive	PB	New Connection	Deer Grove II Partners	5637	\$ 7,674.00
6/3/2019	204 Eastwood Avenue	PB	Re-Connect	Dariusz Urban	5637	\$ 100.00
6/11/2019	1990 Fox Ridge Drive	IL	New Connection	William Ryan Homes	5299-A	\$ 7,674.00
6/17/2019	316 Richard Court	IL	Repair	Manuel Sosa	5638	\$ -
6/19/2019	106 E. State Road	IL	New Connection	Kaya Properties	214-A	\$ 11,757.67
8/1/2019	205 Rand Road	LM	New Connection	FNC RE Entity - Dunkin Donuts	5639	\$ 32,565.00
11/5/2019	1241 Noble Drive	PB	New Connection	Jarvis	5640	\$ 7,674.00
11/5/2019	1237 Noble Drive	PB	New Connection	Jarvis	5641	\$ 7,674.00
11/7/2019	804 W Sheridan Road	LM	Repair	Pearson	214-A	\$ -
11/13/2019	316 Richard Court	IL	Repair	Manuel Sosa	214-B	\$ -
11/27/2019	2170 Walnut Glen Blvd	IL	New Connection	William Ryan Homes	5642	\$ 7,674.00
12/3/2019	437 Northlake Road	LM	Demolition	Walley / Eagle BioMass	4146-A	\$ -
12/6/2019	203 E State Road	IL	Repair	Diemer Plumbing	1476-A	\$ 100.00
12/30/2019	3410 Woodland Cir. N	IL	Repair	Mr. Rooter	528-A	\$ 100.00
1/24/2020	3410 Woodland Cir. N	IL	Repair	Mr. Rooter	528-A	\$ -
2/3/2020	1029 Wimbeldon Dr.	IL	Repair	Moore/ Good Mechanical	1532-A	\$ 100.00
3/4/2020	32045 Savannah Drive	LM	New Connection	William Ryan Homes	5643	\$ 10,922.00
3/4/2020	32046 Savannah Drive	LM	New Connection	William Ryan Homes	5644	\$ 10,922.00
3/4/2020	32047 Savannah Drive	LM	New Connection	William Ryan Homes	5645	\$ 10,922.00
3/10/2020	834 Dartmouth Drive	IL	Repair	Riendeau/Blanton	1562-A	\$ 100.00
3/25/2020	32049 Savannah Drive	LM	New Connection	William Ryan Homes	5646	\$ 10,922.00
3/31/2020	4712 Vista Drive	IL	Repair	Norway/A Better Plumber & Sewer	2722-A	\$ 100.00

**FY 2019 - 2020 Total:** \$ 126,980.67

**Proposed Budget FY 2019 - 2020** \$ 153,472.00

**Proposed +/- vs. Current** \$ (26,491.33)



## NMWRD April 2020 Operations Report

As of May 8th, 2020

Prepared by: Luke Markko, Superintendent

### COVID-19 Response

District staff continue to adjust and adapt to the COVID-19 pandemic. The services provided by the District are essential to the health and safety of the residents in its service area. Here are the changes that have been made at this time. As new information becomes available and state/federal orders are issued, we will continue to modify our operation.

- **Work Shifts** - Operations staff have not stopped performing their duties; however, the shift structure has been adjusted to limit the possibility of the entire operations staff becoming ill all at once. There are currently two operators sharing a shift between 6:00am and 2:30pm. These operators along with all other District staff are practicing social distancing as recommended by both federal and state government. A second shift from 2:30pm until 9:00pm is being filled by a third operator with our part-time lab tech sharing this shift on Monday, Wednesday, and Friday. Operations staff are not sharing the same airspace (being in the same room or vehicle) with one another. At times when two people need to work together outside, they are utilizing masks to protect one another.
- **PPE** – Our early efforts to procure PPE were successful. Toward the end of April, the District received several distributions from local and federal Emergency Management Agencies (EMA's) organized by local governments and professional associations.
  - **McHenry County EMA / Illinois EMA** – Disposable surgical masks (non N95) and hand sanitizer.
  - **American Water Works Association (AWWA) / Illinois Water/Wastewater Agency Response Network (ILWARN) / FEMA** – Washable cloth facemasks (non N95).
  - **McHenry County Council of Governments** – N95 facemasks.

These additional procurements offer a welcome restocking of the District's PPE supplies.

- **Deliveries**– The district continues to receive necessary operating supplies via delivery. Bulk deliveries are taken within the treatment plant facilities while maintaining social distancing. Smaller parcels are going to be left outside the treatment plant entry gate with the delivery drivers contacting us when a delivery is made. Signage has been put up to help direct delivery drivers and provide phone numbers for points of contact.
- **Septage Receiving** - Septage loads are still coming in with some adjustments made. Operations staff are no longer sampling the septage while it is being unloaded. Instead, the haulers are collecting the samples and leaving them in a cooler outside the entry gate. An additional septic hauler, Rechel Septic Services, has applied for a permit to dump at the District. Their application is currently under review.
- **Working from Home** – Administrative staff have been working from home most of the time, with trips to the District office as needed. Operations staff have been facilitating this adaptation by delivering mail to and from staff's homes on a daily basis.



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- **Facility Checks** – Additional facility checks continue as an effort to be vigilant for any signs of vandalism at a time when the local youth may be getting stir crazy under the Stay at Home Order issued by the Governor. Additional surveillance cameras have been installed at the treatment plant as well.
- **COVID-19 RNA Wastewater Testing Program** – The District has recently joined a group of 400 wastewater treatment plants across the nation to test for the ribonucleic acid (RNA) of the virus causing COVID-19 in their influent waste streams. This will provide indication of the virus' spread on a community scale. The first sample set was collected and shipped out on May 6<sup>th</sup>. The District plans to provide samples to BIOBOT Analytics Inc., the company facilitating the testing, through May at a cost of \$120 per test. Starting in June, that cost will increase to \$1,200 per test. District staff are pursuing additional funding to assist with the continuation of the testing and at other labs that may have better pricing options. It will be interesting to see what the test results show, and it is exciting to be contributing to the effort to understand the nature of this virus' spread.

**North Secondary Clarifier** – Dome removal and demolition of some of the mechanisms inside the clarifier have begun. On May 4<sup>th</sup>, DPS Equipment Services Inc. began the demolition of the clarifier mechanism followed by removal of the dome on May 7<sup>th</sup>. With the dome removed the rest of the mechanical structures can be extracted via crane. This will open the door to the next phase of the demolition that will involve removal of the damaged concrete floor. Dome sections have been staged for pressure washing and recoating.

- **Earthwork** – Both the clarifier repairs and the repaving plans overlap in areas involving erosion control measures, and grading. Silt fencing to encompass both projects was installed to protect against site erosion runoff. Grading and stone bedding were performed in close proximity to the Norther clarifier to both provide a base for a crane to position during the clarifier repairs and in preparation for the new pavement.
- **New Mechanism** – A new clarifier mechanism has been ordered from Walker Process Systems. The new mechanism will have stainless steel components for items that will be below the water level in the tanks. This will significantly reduce rehab costs in the future.
- **Concrete Rehab** – District staff are close to settling on a contractor to perform the concrete rehab of the clarifier floor. Requests for proposals have been distributed to obtain pricing from area contractors.
- **Portable Clarifier** – Once the mechanism and floor of the North Clarifier are removed, the District will be relying solely on the South Clarifier to perform secondary clarification of the waste stream as it flows through the facility. Staff are looking into options to rent a portable clarifier or holding tanks to place on site to provide temporary redundancy in the event an issue were to arise with the South Clarifier for the period of time when it is the only available secondary treatment point in the facility.







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A progression of the dome removal and demolition of the interior mechanisms.



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**Lakemoor Lift Station Capital Bill Improvements** – An initial plan set was provided by Trotter and Associates Inc. (TAI) for the planned improvements to the Lakemoor lift stations that will be funded by the Capital Bill. District staff have been in touch with TAI and revisions are being made to the initial plan-set at the District's direction.

**Supervisory Control And Data Acquisition (SCADA)** – Fiber optic cable has been successfully run in a loop around the wastewater treatment plant. There are several termination points where the cable will need to be cut and fitted with connectors to link it up with our SCADA panels and server. Additionally ethernet cable will be installed to link up several facility systems as well as the lift station located at the treatment plant. A new server rack has been purchased to better house and protect critical IT equipment at the treatment plant.

**Collection System Sampling** – There have been intermittent periods when laboratory analysis on Mondays indicates that there are higher levels of ammonia entering and leaving the treatment plant on Sundays. This has recently resumed, and over the past several weeks, staff have been systematically sampling at various points in the collection system to determine where it is coming from. We began by sampling at key lift stations that would indicate what region of the system it could be originating from. Those results indicated that the systems feeding into Lift Station #7 in Lakemoor were resulting in ammonia readings as high as 39 mg/L at that lift station. To put that into context, the average ammonia levels entering the treatment plant for January 2020 were 16 mg/L. So, this indicates a significant source of ammonia. Ever since the "Shelter In Place" directive went out, we have not had enough flow to collect samples at the manholes that have recently been targeted for sampling.

**Rawson Bridge Rd. Lift Station** – Plans are underway to replace aging and failing valves at the Rawson Bridge Rd. Lift Station. The isolation valves and check valves are original equipment dated back to the late 90's. The check valves have begun to leak flow back from the force main into the wet well. This reduces the station's efficiencies resulting in reduced hydraulic capacity and increased energy consumption. New valves have been ordered, and a PO has been issued to Dahme Mechanical to perform the replacement of the valves with District staff supporting the project with use of the Vactor.

**Lily Lake Rd. Improvements** – District staff have met with and continue to stay in contact with the contractors involved with the Lily Lake Rd. improvements to safeguard three of the District's force mains. The force mains originating at Lift Station #'s 1&7 along with the Stone Dr. Lift Station, convey all of the wastewater from the Village of Lakemoor to the wastewater treatment plant.

**Vehicle Servicing** – Both the replacement Vactor and the recently purchased skid steer are being made "service ready," meaning that they are each at a service shop having items such as filters, hoses, brakes, etc. looked over to ensure they will be ready for use by District staff. The Vactor is expected to be ready by the end of the week of 5/11.





## **NMWRD Engineering Report**

**Date:** May 8<sup>th</sup>, 2020

**Prepared by:** Joe Lapastora, E.I.T. – Staff Engineer

### **Woodman's Lift Station and Sanitary Sewer Additions:**

*[Project Update]* – The District performed its final inspection for the Woodman's Lift Station on February 11<sup>th</sup> and approved the inspection after all concerns were addressed. On Wednesday, May 6<sup>th</sup>, District Staff Engineer, Joe Lapastora, was notified that the binder course was laid for the entire stretch of Ring Road (this is the road that the District Lift Station is located on). The surface course was poured by on Thursday, May 7<sup>th</sup> and will be assessable by District operators the following day. The District intends to issue a conditional approval and acceptance letter to the Village of Lakemoor in May.



*Figure 1. Woodman's Lift Station with roadway base course pictured.*

### **Lily Lake Road Safety Improvements:**

*[Project Update]* – The District discovered that major road work was schedule to be performed along a stretch of Lily Lake Road (project extent is from Stone Drive to Wegner Road) as early as mid-February. During the week of February 10<sup>th</sup>, the District discovered that Nunda Township had recently received IDOT funding for roadway and safety improvements that would include the lowering of several hills along Lily Lake Road. The District discussed the project with Nunda and determined the original project plan sheets neglected to include the sanitary sewer (specifically, two force mains that convey ALL Lakemoor flows to the treatment plant) and several "pinch points" were discovered where the proposed cuts would breach the District's compliance with Illinois State code requiring a minimum of 42" of cover. As of March 5th, revised plans which included NMWRD force mains transposed on the HR Green plan set were sent to the District. District staff reviewed the revised plan set and





confirmed that the necessary revisions were made to ensure no portion of either forcemain would need to be relocated. Completed work during the month of April includes; gas mains relocated by Nicor, District employees met with site Superintendent, Ramon Perez to discuss forcemain presence along the project extents, and several JULIE locates have come in as underground and landscaping work is being performed. As excavation continues, District operators have been instructed to maintain constant contact with site foreman and visit the project site daily. Finally, as previously discussed in the Operations Report, the District will be purchasing new pressure relief valves to replace the PRVs that were discovered to be damaged and corroded while locating the mains along Lily Lake Road.

#### **NMWRD Plant Projects:**

*[Project Update]* – Plant project updates for the month of April are outlined in the following section. Corrosive-resistant FRP molded fiberglass grating and stairs have been delivered for Bay 1 of the chemical building. Greenfield contractors provided stamped plans on April 13<sup>th</sup> for the new sludge drying bed cover while the District continues to work with the county for permitting. With the warmer weather approaching, the District will be ordering first quality foundation blocks from Fisher Bros for the sludge drying bed cover foundation. The final door hardware quotes came in mid-March and the District will finalize the order in May. For an update on work relating to the North Secondary Clarifier, see the Operations Report.

#### **Asset Management Software Considerations:**

On April 6<sup>th</sup>, Staff Engineer, Joe Lapastora, received an e-mail from Tim Graeb with Redzone Robotics regarding the District's ICOM subscription (Asset Management Software used by the District since 2012). Tim stated that the District's original "Yes" deal expired in 2017 and they are just now reaching out to inquire if the District is interested in signing a new agreement to continue using ICOM. Tim also stated clearly that the District would not be back charged for any use after the original deal ended in 2017 (E-mail sent April 6<sup>th</sup> to Joe [lapastora@nmwr.org](mailto:lapastora@nmwr.org) at 12:11pm). The District has moved forward with obtaining quotes for asset management software including ICOM, Lucity and Cartegraph to see which software is the best fit for NMWRD. Note that all softwares that are being considered were recommended by other Illinois wastewater treatment facilities.

#### **Sewer Televising & Cleaning Plan:**

Last month, NMWRD unveiled its newly developed CMOM plan which includes a sanitary sewer cleaning and televising schedule, which repeats every five (5) years. A detailed Sewer Televising & Cleaning Plan is currently being developed which will dictate the specifics of which gravity mains are to be televised and cleaned in any given year and will accompany the District's bid package, should the District choose to bid the work out.







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### **Phosphorous Discharge Optimization Plan:**

The District entered into an agreement with Fehr-Graham in early April to produce a quality Phosphorous Discharge Optimization Plan which is required per NMWRD's NPDES permit. An introductory call was held with District Management and a shared Dropbox has been created to share all applicable data with the engineering consultant. The District expects that the data review phase will take a good amount of time and should be followed with some additional testing requests on behalf of Fehr-Graham. Note that the District requested a one (1) year extension on the PDOP report on March 26<sup>th</sup> and the IEPA has confirmed receipt of the request.

### **Engineering Adjustments in light of COVID19:**

The Stay at Home Executive Order which was originally issued by Illinois Governor J.B. Pritzker on March 20<sup>th</sup>, has been extended through the month of May. Most District employees will continue to work remotely while Management has developed a work schedule which will ease employees back into the office starting mid-May. Since the District was well prepared, there have been very little hiccups in the day-to-day work relating to engineering. Through May 1<sup>st</sup>, there were still no missed days for lab rounds relating to the District's NPDES permit, no violations for treatment, and no lost access to data while most staff worked remotely. All engineering programs are in working condition, all methods of contact have been reliable and above all, we continue to have safe employees.

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

- Obenauf Auction Services is set to open their offices on May 11<sup>th</sup> so the District will look into whether they will be offering auctions, or if rules and guidelines have changed due to the new norm of social distancing.
- The District will be issuing public relation flyers to the residents of Port Barrington as a reminder that "Wipes Clog Pumps & Pipes." Although there were some delays on the design, the flyers were delivered in early May and will be sent out in the coming weeks.





**NORTHERN MORaine**  
**W R D**

## ATTENTION RESIDENTS OF PORT BARRINGTON



Your property uses a grinder pump to send sewage to the sanitary sewer system from your home. The pump is only intended to pass toilet paper and wastewater, so please be considerate of what you're flushing down your toilet. This can lead to overflow and damage.

Thank you for your Cooperation!



*Figure 2. Port Barrington PR flyer.*



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## NORTHERN MORaine W R D

### DELINQUENT ACCOUNTS RECAP FOR April 2020

Revised: 5/07/20 by Debi Martin, District Clerk

#### \$200-\$300\*

##### 6 Active Accounts

Island Lake – 2 customers  
2 Water Shut Off Notices from March  
Lakemoor – 2 customers  
2 Water Shut Off Notices from March  
Port Barrington – 2 customers  
2 Final Notices of Delinquency from March

#### \$301-500

##### 26 Active Accounts

Island Lake – 15 customers  
2 liens – 2 with water off (VACANT), 1 Final Water Shut off Notice from March, 9 Water Shut  
Notices from March, 1 Sewer Disconnection Notice from March  
Lakemoor – 7 customers  
1 with water off (VACANT), 3 Sewer Disconnection Notices from March, 3 Final Notices of  
Delinquency from March  
Port Barrington – 4 customers  
2 Final Notices of Delinquency from March, 2 Sewer Disconnection Notices from March

#### \$501-\$1000

##### 12 Active Accounts

Island Lake – 4 customers  
2 liens – 2 with water off (VACANT), 1 to be disconnected from sewer, **2 water turned back on**  
Lakemoor – 5 customers  
4 liens – 4 to be disconnected, 1 Sewer Disconnection Notice  
Port Barrington – 3 customers  
3 liens – 2 to be disconnected, 1 in foreclosure

#### \$1001 and up

##### 10 Active Accounts

Island Lake – 4 customers  
3 liens – 3 with water off (VACANT), 1 to be disconnected from sewer  
Lakemoor – 6 customers  
6 liens – 3 sold for delinquent taxes; with 1 to be demolished, 3 to be disconnected

Delinquent Accounts total (active and inactive customers): **\$48,144.56** (\$9,701.89 inactive accts)

April 2019's report: **\$44,138.16**

April 2018's report: **\$47,649.42**

#### MONTHLY ACTIVITY:

4762 Monthly Bills mailed on 5/01/20 (for April service)

18 Real Estate closings for April 2020

433 Bills not mailed – customers prepaid on their accounts

#### NO NOTICES MAILED TO DELINQUENT RESIDENTS IN APRIL OR MAY

\*46 ISLAND LAKE RESIDENTS OWE BETWEEN \$200-\$300; 76 RESIDENTS OWE BETWEEN \$123-\$199  
\*6 PORT BARRINGTON RESIDENTS OWE BETWEEN \$200-\$300; 11 RESIDENTS OWE BETWEEN \$123-\$199  
\*19 ISLAND LAKE RESIDENTS OWE BETWEEN \$200-\$300; 41 RESIDENTS OWE BETWEEN \$123-\$199

109 NEW AUTO DEBIT ENROLLEES FOR MAY (TOTAL 679)

**\*\*\*5 PROPERTIES IN ISLAND LAKE ASKED TO TURN WATER BACK ON PER GOVERNOR'S  
DIRECTIVE, ONLY 2 OWED DISTRICT MONEY. NO PROPERTIES IN LAKEMOOR (1 VACANT)\*\*\***



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## **NORTHERN MORaine** **W R D**

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### **AGENDA** **REGULAR MEETING** **7:30 P.M. – May 12, 2020**

**Zoom Meeting w/ Video: <https://zoom.us/j/5208665980>**  
**Zoom Meeting w/ Audio Only: +13126266799,,5208665980#**

- 1. CALL TO ORDER & ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. PRESENTATION & APPROVAL OF MINUTES**
  - a. Regular Meeting Minutes – April 7, 2020
- 4. OATH OF OFFICE:**
  - Having been duly reappointed, Trustee Michaels will take the Oath of Office
  - Having been duly reappointed, Trustee Ryberg will take the Oath of Office
- 5. ELECTION OF OFFICERS:**
  - Pursuant to 70 ILCS 2405/4 of the 1917 Sanitary District Act, "The Board of Trustees at their first meeting in May of each year shall elect one of their number as President, one of their number as Vice-President and from outside of their membership a Clerk and an Assistant Clerk."
- 6. SELECTION OF TREASURER, ATTORNEY and ENGINEER:**
  - Pursuant to 70 ILCS 2405/4 the Board may select a Treasurer, Attorney and Engineer for the District and appoint FOIA and OMA Officers
- 7. TREASURER'S REPORT**
- 8. PUBLIC COMMENTS**
- 9. MANAGER'S REPORT**
  - a. Operations Report
  - b. Engineering Report
  - c. Delinquent Accounts Report
- 10. TRUSTEE REPORTS**
- 11. LEGAL BUSINESS**
- 12. OLD BUSINESS**
- 13. NEW BUSINESS**
  - a. Public Hearing: Proposed FY 2020-21 Annual Budget
  - b. Final Action and Adoption of the FY 2020-21 Annual Budget
  - c. Audit Services for FY 2020-21 by Lauterbach & Amen
  - d. Authorization to Dispose of Records per State Statute
  - e. Adoption of Ordinance 20-06, 2020-21 Salary Ordinance
  - f. Adoption of Resolution regarding reporting of Section 125 contributions as IMRF earnings





## **NORTHERN MORaine** **W R D**

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### **14. MISCELLANEOUS CORRESPONDENCE**

- a. MCCG Membership Meeting – Cancelled due to Pandemic

### **15. APPROVAL OF BILLS**

### **16. OTHER BUSINESS**

- a. Executive Session – Litigation, if needed

Posted to [www.nmwrld.org](http://www.nmwrld.org) - May 8, 2020



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