



NORTHERN MORaine W R D

AGENDA REGULAR MEETING 7:30 P.M. – December 8, 2020

Due to the Governor's statewide disaster declaration relating to the COVID-19 pandemic and current public health guidelines for social distancing, the President of the Northern Moraine Wastewater Reclamation District has determined that it is not prudent for the members of the District Board or staff to convene in-person for this meeting. Therefore, the District Board is meeting by video conference. Those same conditions require barring access to the public for in-person attendance. In light of those limitations, the public is invited to attend and listen to the meeting through Zoom platform or by phone as indicated on this meeting agenda. To comply with the Open Meetings Act requirements for virtual meetings, the meeting will be recorded.

**Zoom Meeting w/ Video: <https://us02web.zoom.us/j/7578151340>
Meeting ID: 757 815 1340**

Zoom Meeting w/ Audio Only: +13126266799,,7578151340#

- 1. CALL TO ORDER & ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. PRESENTATION & APPROVAL OF MINUTES**
 - a. Regular Meeting Minutes – November 10, 2020
 - b. Semi-Annual Executive Session Minutes Review
- 4. TREASURER'S REPORT**
- 5. PUBLIC COMMENTS**
- 6. MANAGER'S REPORT**
 - a. Operations Report
 - b. Engineering Report
 - c. Delinquent Accounts Report
- 7. TRUSTEE REPORTS**
- 8. LEGAL BUSINESS**
- 9. OLD BUSINESS**
 - a. Mid-Year Fiscal Report and Project Adjustments
 - b. Semi Annual Review of Strategic Plan
- 10. NEW BUSINESS**
 - a. Approval of 2021 NMWRD Board Meeting Dates
 - b. Approval of 2021 Holiday Schedule
- 11. MISCELLANEOUS CORRESPONDENCE**
 - a. MCCG Membership Meeting
- 12. APPROVAL OF BILLS**
- 13. OTHER BUSINESS**
 - a. Executive Session – Personnel

Posted to www.nmwrld.org - December 4, 2020



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NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

REGULAR MEETING MINUTES

November 10, 2020

Zoom Meeting w/ Video: <https://us02web.zoom.us/j/7578151340>

Present by Zoom: Trustees: John Ragland, Timothy Brunn, Lydia Ryberg, Jacob Mann, Ken Michaels (late)
District Manager: Mohammed Haque; District Clerk: Deborah Martin
Others: Superintendent: Luke Markko, Engineer: Joe Lapastora

District Manager Mohammed Haque informed the Board that President Michaels was running late due to problems with commuter trains coming out of Chicago. Manager Haque stated that he would preside over the meeting until President Michaels was able to join. Manager Haque called the meeting to order at 7:30 p.m.

Before starting the meeting, District Manager Haque stated that due to the Governor's statewide disaster declaration relating to COVID-19, and in following social distancing guidelines, it is not prudent for the members of the District Board or staff to convene in person for tonight's meeting. The meeting is being held by video conference. The public is also invited to attend and listen to the meeting through Zoom or by phone as indicated on the meeting agenda. The meeting is being recorded in compliance with the Open Meetings Act.

1. CALL TO ORDER:

Roll Call: Timothy Brunn – Present
John Ragland - Present
Lydia Ryberg – Present
Ken Michaels – Absent, believed to be attending later

2. PLEDGE OF ALLEGIANCE:

Those present recited the Pledge of Allegiance

3. PRESENTATION & APPROVAL OF MINUTES:

a. Regular Meeting, October 13, 2020

Motion by Trustee Brunn to approve the Regular Meeting minutes of October 13, 2020 as presented.

2nd by Trustee Ragland

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

3 ayes 0 nays 1 absent

MOTION CARRIED

b. Executive Session, October 13, 2020

Motion by Mr. Brunn to approve the Executive Meeting minutes of October 13, 2020 as presented.

2nd by Mr. Ragland

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

3 ayes 0 nays 1 absent

MOTION CARRIED



Northern Moraine Wastewater Reclamation District
Regular Meeting Minutes
November 10, 2020

4. OATH OF OFFICE

Having been duly appointed by the Appointing Authorities of the State of Illinois, Jacob Mann took the Oath of Office as District Trustee for the period through April 2021.

5. TREASURER'S REPORT:

a. Approval of the Monthly Treasurer's Report for month ending September 30, 2020

Motion by Mr. Brunn to approve the Treasurer's Report for month ending September 30, 2020 as presented by Trustee Ryberg.

2nd by Mr. Ragland

Roll Call Vote: Timothy Brunn - Aye
John Ragland - Aye
Lydia Ryberg - Aye
Jacob Mann - Aye
Ken Michaels - Absent

4 ayes 0 nays 1 absent

MOTION CARRIED

6. PUBLIC COMMENTS: none

7. MANAGER'S REPORT:

Superintendent Luke Markko reported to the Board that the District has hired an operator in training, Walter Amador, a resident of Island Lake. Mr. Ragland asked if the District knew of a projected complete date for the Lily Lake Road Improvement Project; District Manager Haque commented that the force mains have been moved and Superintendent Markko stated that the concrete will be poured shortly and after time for the concrete to cure, paving would begin.

President Ken Michaels joined the meeting at 7:38 pm.

Mr. Brunn asked what the other sludge drying bed that is covered is used for; Manager Haque explained that equipment and other items are kept there. The Board made comment on the status of the District's delinquent accounts and felt encouraged that the rate is not rising considering COVID-19. Manager Haque told the Board that he did not include the Mid-Year Fiscal Report and Project Adjustments in the month's Manager's Report because he was still recording payments. Manager Haque informed the Board that he included a Phosphorus Discharge Optimization Report for their information; he stated that he felt the District will need to address how to look at future Phosphorus removal requirements as a result of more restrictive permit limits.

8. TRUSTEE REPORTS - none

9. LEGAL BUSINESS - none

Manager Haque informed the Board about the amount of time and work that District Attorney Vic Filippini had spent in helping with the negotiations for the settlement on the Lily Lake Road Improvement Project. He also stated that there has been nothing new concerning the Rockwell issue in Lakemoor.

10. OLD BUSINESS - none



Northern Moraine Wastewater Reclamation District
Regular Meeting Minutes
November 10, 2020

11. NEW BUSINESS

a. Adoption of 2020-2021 Tax Levy Ordinance No. 20-08

District Manager Haque related to the Board that this is the 10th year in a row the District has lowered its tax levy. President Michaels asked that the District's Public Relations firm put out a media notice concerning this achievement.

Motion by Mr. Ragland to approve the 2020-2021 Tax Levy Ordinance as presented, setting the Levy at \$99,947.76.

2nd Mr. Brunn

Roll Call Vote: Timothy Brunn - Aye
John Ragland - Aye
Jacob Mann - Aye
Lydia Ryberg - Aye
Ken Michaels - Aye

5 ayes 0 nays 0 abstain

MOTION CARRIED

b. Approval of a Resolution to Ratify the Lily Lake Road Project Settlement Agreement

Motion by Mrs. Ryberg to approve a Resolution Ratifying the Lily Lake Road Project Settlement Agreement, including payment of \$143,000 for the project costs.

2nd Mr. Brunn

Roll Call Vote: Timothy Brunn - Aye
John Ragland - Aye
Jacob Mann - Aye
Lydia Ryberg - Aye
Ken Michaels - Aye

5 ayes 0 nays 0 abstain

MOTION CARRIED

c. Approval of District Insurance Policy Renewals

Motion by Mr. Brunn to authorize the District Manager to execute agreements to bind coverage for the renewal of District Insurance Policies for Property, Liability, Automobile, Crime, and Inland Marine coverage with Illinois Counties Risk Management Trust; Cyber Liability coverage with Wright Specialty; Workers Compensation coverage with Illinois Public Risk Fund; and Flood Insurance coverage with Selective Insurance Company as presented.

2nd Mrs. Ryberg

Roll Call Vote: Timothy Brunn - Aye
John Ragland - Aye
Jacob Mann - Aye
Lydia Ryberg - Aye
Ken Michaels - Aye

5 ayes 0 nays 0 abstain

MOTION CARRIED



Northern Moraine Wastewater Reclamation District
Regular Meeting Minutes
November 10, 2020

d. Approval of District Employee Health Insurance Coverage Renewal

Motion by Mr. Ragland to approve a Resolution Authorizing the District Manager to execute enrollment documents to renew Employee Health Insurance coverage with BlueCross BlueShield of Illinois and to approve any additional premium fees up to 10% due to personnel changes during the coverage period.

2nd Mrs. Ryberg

Roll Call Vote: Timothy Brunn - Aye
John Ragland - Aye
Jacob Mann - Aye
Lydia Ryberg - Aye
Ken Michaels - Aye

5 ayes 0 nays 0 abstain

MOTION CARRIED

e. Approval of Change Order #1 for the Sludge Drying Bed Cover

Motion by Mr. Brunn to approve a Resolution Authorizing the District Manager to remit payment for Change Order #1 for the Sludge Drying Bed Cover Project with Greenfield Contractors, LLC for an amount of \$968.80.

2nd Mrs. Ryberg

Roll Call Vote: Timothy Brunn - Aye
John Ragland - Aye
Jacob Mann - Aye
Lydia Ryberg - Aye
Ken Michaels - Aye

5 ayes 0 nays 0 abstain

MOTION CARRIED

f. Approval of 2nd Amendment to the IGA with the Village of Lakemoor for the Expansion of Sanitary Sewer Infrastructure

After discussing the reasoning for the Village of Lakemoor's wish to again amend the original IGA, the Board decided to table this Agenda Item due to current concerns about Woodman's car wash expansion sewer hookup.

Motion by Mr. Ragland to table Agenda Item 11F until more information is available about Woodman's car wash expansion.

2nd Mr. Brunn

Roll Call Vote: Timothy Brunn - Aye
John Ragland - Aye
Jacob Mann - Aye
Lydia Ryberg - Aye
Ken Michaels - Aye

5 ayes 0 nays 0 abstain

MOTION CARRIED

12. MISCELLANEOUS CORRESPONDENCE

- a. MCCG Legislative Meeting: none scheduled due to COVID-19 pandemic



Northern Moraine Wastewater Reclamation District
Regular Meeting Minutes
November 10, 2020

13. APPROVAL OF BILLS

Motion by Mrs. Ryberg to approve payment of bills on the November 10, 2020 bill list as presented, in the amount of \$432,268.37.

2nd by Mr. Brunn

Roll Call Vote: Timothy Brunn - Aye
John Ragland - Aye
Jacob Mann - Aye
Lydia Ryberg - Aye
Ken Michaels - Aye

5 ayes 0 nays 0 absent

MOTION CARRIED

14. OTHER BUSINESS – Executive Session - none

ADJOURNMENT

Motion by Mr. Brunn to adjourn at 8:17 p.m.

2nd by Mrs. Ryberg

5 ayes 0 nays 0 absent

MOTION CARRIED

Northern Moraine Wastewater Reclamation District

Treasurer's Report

As of October 31, 2020

Oct 31, 20

ASSETS

Current Assets

Checking/Savings

1010 · Petty Cash	300.00
1015 · Cash on Hand	500.00
1016 · Chase - Checking	582,521.48
1018 · Chase - Savings	1,832,752.95
1020 · Blackhawk Checking	307,823.40
1030 · Blackhawk Savings	69.01
1060 · IL Epay Funds	82,759.37
1070 · JP Morgan Securities	6,289.71

Total Checking/Savings	2,813,015.92
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Kenneth A. Michaels, Jr, President

Date

Lydia Ryberg, Treasurer

Date

Deborah Martin, District Clerk

Date

This report has been reviewed by Roberta C. Wajrowski, CPA

Northern Moraine Wastewater Reclamation District

Profit & Loss Budget vs. Actual

Accrual Basis

May 1, 2020 through October 31, 2020

	May - Oct 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4010 · Property Tax Income	116,999.96	119,608.70	(2,608.74)	97.8%
4090 · Replacement Tax Income	226.93	934.74	(707.81)	24.3%
4300 · Sewer Permit Income	700.00	2,100.00	(1,400.00)	33.3%
4500 · Sewer Usage Income	1,344,341.36	2,668,056.84	(1,323,715.48)	50.4%
4510 · Connection Fees	64,932.00	198,030.00	(133,098.00)	32.8%
4520 · Penalty Income	43,278.81	84,284.61	(41,005.80)	51.3%
4600 · Refund Income	13,737.39	100.00	13,637.39	13,737.4%
4730 · Interest Income	8,289.08	18,500.00	(10,210.92)	44.8%
4810 · Bond Proceeds	0.00	5,000,000.00	(5,000,000.00)	0.0%
4900 · Miscellaneous Income	34,172.36	3,000.00	31,172.36	1,139.1%
4910 · Hauled Waste Income	26,581.20	24,777.22	1,803.98	107.3%
4930 · Engin. & Legal Rev. Fees	0.00	5,000.00	(5,000.00)	0.0%
Total Income	1,653,259.09	8,124,392.11	(6,471,133.02)	20.3%
Gross Profit	1,653,259.09	8,124,392.11	(6,471,133.02)	20.3%
Expense				
5000 · Salaries	359,797.72	783,390.86	(423,593.14)	45.9%
5010 · Payroll Tax Expense	23,694.29	58,754.31	(35,060.02)	40.3%
5020 · Payroll Expenses-other	450.00	900.00	(450.00)	50.0%
5030 · Employee Insurance	42,525.82	160,568.65	(118,042.83)	26.5%
5040 · Trainings & Seminars	537.35	11,900.00	(11,362.65)	4.5%
5050 · Clothing Allowance	24.77	2,600.00	(2,575.23)	1.0%
5060 · IMRF Employer Contribution Exp.	30,204.95	71,366.90	(41,161.95)	42.3%
5110 · Maintenance-Buildings	16,595.12	18,000.00	(1,404.88)	92.2%
5120 · Maintenance-Vehicles	10,309.97	11,000.00	(690.03)	93.7%
5130 · Maintenance-Equipment	1,185.73	20,500.00	(19,314.27)	5.8%
5140 · Maintenance-Utility System	59,534.71	80,000.00	(20,465.29)	74.4%
5150 · Maintenance Supplies	778.59	3,000.00	(2,221.41)	26.0%
5160 · Sludge Hauling	8,675.70	28,000.00	(19,324.30)	31.0%
5210 · Operating Supplies	2,030.82	9,000.00	(6,969.18)	22.6%
5220 · Motor Fuel & Lube	4,924.73	11,500.00	(6,575.27)	42.8%
5230 · Vehicle Supplies	0.00	350.00	(350.00)	0.0%
5240 · Lab Supplies	5,644.61	15,000.00	(9,355.39)	37.6%
5245 · Miscellaneous Equipment	361.00	2,000.00	(1,639.00)	18.1%
5250 · Small Tools	169.94	1,200.00	(1,030.06)	14.2%
5255 · Chemicals Expense	34,757.80	83,000.00	(48,242.20)	41.9%
5260 · Safety Equipment	3,880.88	5,500.00	(1,619.12)	70.6%
5320 · General Insurance	50,504.00	73,088.00	(22,584.00)	69.1%
5330 · Telephone Expense	17,345.58	34,540.00	(17,194.42)	50.2%
5360 · Utilities	71,149.53	151,000.00	(79,850.47)	47.1%
5361 · Security System	9,916.39	10,700.00	(783.61)	92.7%
5380 · Rentals	0.00	600.00	(600.00)	0.0%
5390 · Travel Expense	123.85	2,200.00	(2,076.15)	5.6%
5410 · Software Support	14,023.79	30,320.00	(16,296.21)	46.3%
5420 · Accounting Service	7,600.00	9,600.00	(2,000.00)	79.2%
5430 · Professional Lab Testing	2,441.20	7,000.00	(4,558.80)	34.9%
5435 · Julie Locate Expense	3,087.32	3,400.00	(312.68)	90.8%
5440 · Engineering Service	0.00	3,000.00	(3,000.00)	0.0%
5450 · Legal Expense	38,662.45	35,500.00	3,162.45	108.9%
5460 · Permit Fees	18,000.00	18,000.00	0.00	100.0%
5480 · Other Professional Services	49,625.89	93,600.00	(43,974.11)	53.0%
5510 · Office Supplies	2,482.76	7,000.00	(4,517.24)	35.5%
5520 · Postage	12,918.19	25,000.00	(12,081.81)	51.7%
5530 · Website Expense	110.00	2,500.00	(2,390.00)	4.4%
5540 · Printing & Publishing	4,108.50	9,300.00	(5,191.50)	44.2%
5550 · Publications & Subscriptions	0.00	200.00	(200.00)	0.0%
5560 · Membership Dues	2,616.00	4,860.00	(2,244.00)	53.8%
5630 · Bank Service Charges	6,947.06	13,800.00	(6,852.94)	50.3%
5640 · Interest Expense	37,511.40	476,739.17	(439,227.77)	7.9%
5710 · Miscellaneous Expense	342.50	500.00	(157.50)	68.5%
5810 · Refunds	0.00	100.00	(100.00)	0.0%

Northern Moraine Wastewater Reclamation District

Profit & Loss Budget vs. Actual

Accrual Basis

May 1, 2020 through October 31, 2020

	May - Oct 20	Budget	\$ Over Budget	% of Budget
66900 · Reconciliation Discrepancies	4,000.00			
Total Expense	959,600.91	2,390,077.89	(1,430,476.98)	40.1%
Net Ordinary Income	693,658.18	5,734,314.22	(5,040,656.04)	12.1%
Other Income/Expense				
Other Expense				
6010 · Office Equipment over \$500	872.74	3,200.00	(2,327.26)	27.3%
6030 · Capitalized Treatment Upgrade	1,466,867.94	6,860,000.00	(5,393,132.06)	21.4%
6040 · Bond Principal Payable	0.00	393,818.00	(393,818.00)	0.0%
6070 · Building Improvements	11,170.50	25,000.00	(13,829.50)	44.7%
Total Other Expense	1,478,911.18	7,282,018.00	(5,803,106.82)	20.3%
Net Other Income	(1,478,911.18)	(7,282,018.00)	5,803,106.82	20.3%
Net Income	<u>(785,253.00)</u>	<u>(1,547,703.78)</u>	<u>762,450.78</u>	<u>50.7%</u>

NMWRD Sewer Connection Permit Tracking**Darrell Road Special Connection Fee Collections**

*Special Connection Fees Ordinance approved February 2020



Permit Date	Address	City	Subdivision/ Business	Permit Owner	Permit No.	Amount Paid
3/4/2020	32045 Savannah Drive	LM	Savannahs	William Ryan Homes	5643	\$ 3,248.00
3/4/2020	32046 Savannah Drive	LM	Savannahs	William Ryan Homes	5644	\$ 3,248.00
3/4/2020	32047 Savannah Drive	LM	Savannahs	William Ryan Homes	5645	\$ 3,248.00
3/25/2020	32049 Savannah Drive	LM	Savannahs	William Ryan Homes	5646	\$ 3,248.00
6/29/2020	32044 Savannah Drive	LM	Savannahs	William Ryan Homes	5647	\$ 3,248.00
6/29/2020	32054 Savannah Drive	LM	Savannahs	William Ryan Homes	5648	\$ 3,248.00
8/27/2020	32052 Savannah Drive	LM	Savannahs	William Ryan Homes	5649	\$ 3,248.00
9/10/2020	32064 Savannah Drive	LM	Savannahs	William Ryan Homes	5650	\$ 3,248.00
9/15/2020	32051 Savannah Drive	LM	Savannahs	William Ryan Homes	5651	\$ 3,248.00
9/18/2020	334 Rosedale Drive	LM	Rosedales	Buckhalter	5652	\$ 3,248.00
9/18/2020	336 Rosedale Drive	LM	Rosedales	Buckhalter	4450-A	\$ 3,248.00
9/21/2020	32038 Savannah Drive	LM	Savannahs	William Ryan Homes	5653	\$ 3,248.00
10/27/2020	32048 Savannah Drive	LM	Savannahs	William Ryan Homes	5654	\$ 3,248.00
10/27/2020	32050 Savannah Drive	LM	Savannahs	William Ryan Homes	5655	\$ 3,248.00

Cumulative Total:	\$ 45,472.00
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Northern Moraine WRD - Septage Receiving Tracking

FY 2020-21



Month	Loads	Gallons	Revenue FY20-21	Revenue FY19-20
May-20	19	53200	\$3,396.60	\$1,260.00
Jun-20	20	63400	\$3,763.80	\$1,320.00
Jul-20	25	80700	\$4,528.80	\$711.00
Aug-20	16	58900	\$2,927.40	\$1,335.00
Sep-20	22	78250	\$3,937.20	\$777.00
Oct-20	22	74950	\$4,018.80	\$2,304.00
Nov-20	19	69900	\$3,488.40	\$2,550.00
Dec-20				\$1,968.60
Jan-21				\$1,642.20
Feb-21				\$1,632.00
Mar-21				\$2,682.60
Apr-21				\$2,488.80
Total	143	479300	\$26,061.00	\$20,671.20

	Date	Company Name	Gallons	Cost/Gal	Revenue	Time	Type
May	5/1/2020	Comm. Sewer & Septic	2750	Flat Rate	\$173.40	10:35AM	Septic
	5/4/2020	Weidners	3100	Flat Rate	\$183.60	10:30AM	Septic
	5/5/2020	Comm. Sewer & Septic	2750	Flat Rate	\$173.40	1:45PM	Septic
	5/6/2020	Comm. Sewer & Septic	1500	Flat Rate	\$173.40	10:05AM	Septic
	5/6/2020	Weidners	3000	Flat Rate	\$183.60	2:45PM	Septic
	5/7/2020	Weidners	3100	Flat Rate	\$183.60	11:45AM	Septic
	5/7/2020	Weidners	3500	Flat Rate	\$183.60	2:50PM	Septic
	5/12/2020	Comm. Sewer & Septic	2500	Flat Rate	\$173.40	10:10AM	Septic
	5/12/2020	Weidners	3400	Flat Rate	\$183.60	3:25PM	Septic
	5/14/2020	Comm. Sewer & Septic	3200	Flat Rate	\$173.40	10:30AM	Septic
	5/14/2020	Weidners	3200	Flat Rate	\$183.60	3:00PM	Septic
	5/15/2020	Weidners	3000	Flat Rate	\$183.60	10:00AM	Septic
	5/19/2020	Comm. Sewer & Septic	2000	Flat Rate	\$173.40	3:40PM	Septic
	5/20/2020	Comm. Sewer & Septic	2000	Flat Rate	\$173.40	10:30AM	Septic
	5/20/2020	Weidners	3500	Flat Rate	\$183.60	11:45AM	Septic
	5/20/2020	Weidners	3600	Flat Rate	\$183.60	3:00PM	Septic
	5/21/2020	Comm. Sewer & Septic	2000	Flat Rate	\$173.40	11:10AM	Septic
	5/21/2020	Weidners	3100	Flat Rate	\$183.60	2:55PM	Septic
	5/28/2020	Comm. Sewer & Septic	2000	Flat Rate	\$173.40	11:30AM	Septic
June	6/1/2020	Weidners	3250	Flat Rate	\$183.60	8:30AM	Septic
	6/2/2020	Comm. Sewer & Septic	2500	Flat Rate	\$173.40	3:20PM	Septic
	6/3/2020	Comm. Sewer & Septic	2250	Flat Rate	\$173.40	12:30PM	Septic
	6/5/2020	Weidners	3500	Flat Rate	\$183.60	9:00AM	Septic
	6/5/2020	Comm. Sewer & Septic	2500	Flat Rate	\$173.40	10:00AM	Septic
	6/9/2020	Comm. Sewer & Septic	2500	Flat Rate	\$173.40	11:22AM	Septic
	6/10/2020	Weidners	3750	Flat Rate	\$183.60	9:05AM	Septic
	6/10/2020	Weidners	3800	Flat Rate	\$183.60	12:00PM	Septic
	6/10/2020	Comm. Sewer & Septic	1000	Flat Rate	\$173.40	12:50PM	Septic
	6/10/2020	Weidners	3800	Flat Rate	\$183.60	-	Septic
	6/11/2020	Weidners	3800	Flat Rate	\$183.60	9:55AM	Septic
	6/11/2020	Comm. Sewer & Septic	2000	Flat Rate	\$173.40	2:50PM	Septic
	6/12/2020	Comm. Sewer & Septic	2000	Flat Rate	\$173.40	12:00PM	Septic
	6/17/2020	Weidners	3800	Flat Rate	\$183.60	2:55PM	Septic
	6/19/2020	Weidners	3800	Flat Rate	\$183.60	8:45AM	Septic
	6/19/2020	Weidners	3750	Flat Rate	\$183.60	3:10PM	Septic
	6/24/2020	Comm. Sewer & Septic	3000	Flat Rate	\$173.40	10:45AM	Septic
	6/24/2020	Weidners	3800	Flat Rate	\$183.60	12:15PM	Septic
	6/25/2020	Comm. Sewer & Septic	1000	Flat Rate	\$173.40	10:30AM	Septic
	6/25/2020	Weidners	3600	Flat Rate	\$183.60	3:30PM	Septic
	6/26/2020	Weidners	4000	Flat Rate	\$183.60	9:00AM	Septic
	6/29/2020	Weidners	3900	Flat Rate	\$183.60	12:15PM	Septic

July	7/1/2020	Comm. Sewer & Septic	2000	Flat Rate	\$173.40	12:00PM	Septic
	7/1/2020	Weidners	3850	Flat Rate	\$183.60	1:30PM	Septic
	7/7/2020	Weidners	3950	Flat Rate	\$183.60	12:00PM	Septic
	7/8/2020	Weidners	3600	Flat Rate	\$183.60	9:00AM	Septic
	7/9/2020	Comm. Sewer & Septic	2000	Flat Rate	\$173.40	1:15PM	Septic
	7/10/2020	Weidners	3800	Flat Rate	\$183.60	9:35AM	Septic
	7/10/2020	Weidners	2800	Flat Rate	\$183.60	12:55PM	Septic
	7/13/2020	Weidners	3800	Flat Rate	\$183.60	12:15PM	Septic
	7/14/2020	Comm. Sewer & Septic	1750	Flat Rate	\$173.40	11:30AM	Septic
	7/15/2020	Comm. Sewer & Septic	2000	Flat Rate	\$173.40	11:30AM	Septic
	7/15/2020	Weidners	3750	Flat Rate	\$183.60	12:45PM	Septic
	7/15/2020	Weidners	2550	Flat Rate	\$183.60	3:20PM	Septic
	7/16/2020	Comm. Sewer & Septic	3000	Flat Rate	\$173.40	9:30AM	Septic
	7/17/2020	Weidners	3400	Flat Rate	\$183.60	9:05AM	Septic
	7/17/2020	Weidners	3400	Flat Rate	\$183.60	9:20AM	Septic
	7/17/2020	Weidners	3500	Flat Rate	\$183.60	10:55AM	Septic
	7/20/2020	Weidners	3500	Flat Rate	\$183.60	3:10PM	Septic
	7/21/2020	Weidners	3800	Flat Rate	\$183.60	8:30AM	Septic
	7/24/2020	Weidners	3700	Flat Rate	\$183.60	8:15AM	Septic
	7/28/2020	Weidners	3800	Flat Rate	\$183.60	8:45AM	Septic
	7/29/2020	Weidners	3800	Flat Rate	\$183.60	9:30AM	Septic
August	7/29/2020	Comm. Sewer & Septic	2000	Flat Rate	\$173.40	3:40PM	Septic
	7/31/2020	Weidners	3700	Flat Rate	\$183.60	9:00AM	Septic
	7/31/2020	Weidners	3500	Flat Rate	\$183.60	1:15PM	Septic
	7/31/2020	Weidners	3750	Flat Rate	\$183.60	2:00PM	Septic
	8/5/2020	Comm. Sewer & Septic	3000	Flat Rate	\$173.40	11:55am	Septic
	8/6/2020	Weidners	3800	Flat Rate	\$183.60	11:45am	Septic
	8/7/2020	Weidners	3500	Flat Rate	\$183.60	3:15pm	Septic
	8/11/2020	Weidners	3700	Flat Rate	\$183.60	2:30pm	Septic
	8/12/2020	Weidners	3800	Flat Rate	\$183.60	12:35pm	Septic
	8/13/2020	Weidners	3850	Flat Rate	\$183.60	3:10m	Septic
	8/14/2020	Weidners	3100	Flat Rate	\$183.60	9:15am	Septic
	8/14/2020	Weidners	4000	Flat Rate	\$183.60	12:00pm	Septic
	8/19/2020	Weidners	4000	Flat Rate	\$183.60	11:45am	Septic
	8/19/2020	Weidners	3700	Flat Rate	\$183.60	3:00pm	Septic
	8/21/2020	Weidners	3750	Flat Rate	\$183.60	9:30am	Septic
September	8/21/2020	Weidners	3800	Flat Rate	\$183.60	12:30pm	Septic
	8/26/2020	Weidners	3800	Flat Rate	\$183.60	9:30am	Septic
	8/27/2020	Weidners	3800	Flat Rate	\$183.60	1:30pm	Septic
	8/28/2020	Weidners	3700	Flat Rate	\$183.60	8:45am	Septic
	8/28/2020	Weidners	3600	Flat Rate	\$183.60	1:35pm	Septic
	9/3/2020	Weidners	3500	Flat Rate	\$183.60	6:30am	Septic
	9/3/2020	Weidners	3200	Flat Rate	\$183.60	12:40pm	Septic
	9/9/2020	Weidners	3700	Flat Rate	\$183.60	9:30am	Septic
	9/9/2020	Weidners	3900	Flat Rate	\$183.60	12:30pm	Septic
	9/10/2020	Weidners	3800	Flat Rate	\$183.60	12:30pm	Septic
	9/11/2020	Rechel	3300	Flat Rate	\$173.40	12:15pm	Septic
	9/11/2020	Rechel	3300	Flat Rate	\$173.40	12:15pm	Septic
	9/11/2020	Weidners	3800	Flat Rate	\$183.60	1:00pm	Septic
	9/11/2020	Rechel	3300	Flat Rate	\$173.40	2:30pm	Septic
	9/11/2020	Rechel	3400	Flat Rate	\$173.40	2:30pm	Septic
	9/15/2020	Weidners	3700	Flat Rate	\$183.60	-	Septic
	9/15/2020	Weidners	3800	Flat Rate	\$183.60	12:00pm	Septic
	9/18/2020	Rechel	3000	Flat Rate	\$153.00	9:45am	Septic
	9/18/2020	Rechel	3000	Flat Rate	\$153.00	10:20am	Septic
	9/18/2020	Weidners	3700	Flat Rate	\$183.60	1:30pm	Septic
	9/22/2020	Weidners	3750	Flat Rate	\$183.60	9:00am	Septic
	9/23/2020	Weidners	3600	Flat Rate	\$183.60	3:05pm	Septic
	9/25/2020	Weidners	3750	Flat Rate	\$183.60	-	Septic
	9/25/2020	Weidners	3750	Flat Rate	\$183.60	1:30pm	Septic
	9/29/2020	Weidners	3750	Flat Rate	\$183.60	2:15pm	Septic
	9/30/2020	Weidners	3750	Flat Rate	\$183.60	9:15am	Septic
	9/30/2020	Weidners	3500	Flat Rate	\$183.60	3:25pm	Septic

October	10/1/2020	Weidners	3500	Flat Rate	\$183.60	12:00pm	Septic
	10/6/2020	Weidners	3600	Flat Rate	\$183.60	8:45am	Septic
	10/7/2020	Weidners	3750	Flat Rate	\$183.60	1:30pm	Septic
	10/7/2020	Comm. Sewer & Septic	600	Flat Rate	\$173.40	-	Septic
	10/7/2020	Weidners	3400	Flat Rate	\$183.60	3:30pm	Septic
	10/9/2020	Weidners	3600	Flat Rate	\$183.60	9:30am	Septic
	10/9/2020	Weidners	3700	Flat Rate	\$183.60	1:30pm	Septic
	10/13/2020	Weidners	3500	Flat Rate	\$183.60	9:30am	Septic
	10/13/2020	Weidners	3700	Flat Rate	\$183.60	11:00am	Septic
	10/13/2020	Weidners	3950	Flat Rate	\$183.60	2:00pm	Septic
	10/15/2020	Weidners	3800	Flat Rate	\$183.60	6:15am	Septic
	10/20/2020	Comm. Sewer & Septic	1000	Flat Rate	\$173.40	-	Septic
	10/21/2020	Weidners	3700	Flat Rate	\$183.60	9:00am	Septic
	10/21/2020	Weidners	3800	Flat Rate	\$183.60	1:05pm	Septic
	10/22/2020	Weidners	3500	Flat Rate	\$183.60	12:00pm	Septic
	10/23/2020	Weidners	3700	Flat Rate	\$183.60	10:10am	Septic
	10/23/2020	Weidners	3500	Flat Rate	\$183.60	11:15am	Septic
	10/23/2020	Weidners	3750	Flat Rate	\$183.60	2:30pm	Septic
	10/26/2020	Weidners	3900	Flat Rate	\$183.60	2:30pm	Septic
	10/27/2020	Weidners	3650	Flat Rate	\$183.60	9:45am	Septic
	10/27/2020	Weidners	3600	Flat Rate	\$183.60	3:00pm	Septic
	10/29/2020	Weidners	3750	Flat Rate	\$183.60	9:30am	Septic
November	11/2/2020	Weidners	3750	Flat Rate	\$183.60	9:30am	Septic
	11/6/2020	Weidners	3500	Flat Rate	\$183.60	9:00am	Septic
	11/6/2020	Weidners	3600	Flat Rate	\$183.60	12:30pm	Septic
	11/6/2020	Weidners	3600	Flat Rate	\$183.60	1:15pm	Septic
	11/6/2020	Weidners	3800	Flat Rate	\$183.60	2:45pm	Septic
	11/9/2020	Weidners	3700	Flat Rate	\$183.60	9:00am	Septic
	11/10/2020	Weidners	3600	Flat Rate	\$183.60	9:15am	Septic
	11/12/2020	Weidners	3750	Flat Rate	\$183.60	9:15am	Septic
	11/12/2020	Weidners	3800	Flat Rate	\$183.60	2:45pm	Septic
	11/13/2020	Weidners	3800	Flat Rate	\$183.60	11:00am	Septic
	11/17/2020	Weidners	3700	Flat Rate	\$183.60	12:25pm	Septic
	11/18/2020	Weidners	3500	Flat Rate	\$183.60	3:00pm	Septic
	11/19/2020	Weidners	3700	Flat Rate	\$183.60	8:30am	Septic
	11/20/2020	Weidners	3500	Flat Rate	\$183.60	9:10am	Septic
	11/20/2020	Weidners	3750	Flat Rate	\$183.60	1:30pm	Septic
	11/24/2020	Weidners	3950	Flat Rate	\$183.60	10:00am	Septic
	11/25/2020	Weidners	3400	Flat Rate	\$183.60	9:35am	Septic
	11/25/2020	Weidners	3800	Flat Rate	\$183.60	12:20pm	Septic
	11/25/2020	Weidners	3700	Flat Rate	\$183.60	1:45pm	Septic

NMWRD Sewer Connection Permit Tracking
FY 2020-21



Permit Date	Address	City	Subdivision/ Business	Re-Connect, Repair, Demo or New Connection	Permit Owner	Permit No.	Connection/ Inspection Fee	Darrell Road Special Connection Fee
6/19/2020	204 Eastwood Avenue	PB	Eastwoods	Repair	Wielogorski	5299-B	\$ 100.00	\$ -
6/29/2020	32044 Savannah Drive	LM	Savannahs	New Connection	William Ryan Homes	5647	\$ 7,674.00	\$ 3,248.00
6/29/2020	32054 Savannah Drive	LM	Savannahs	New Connection	William Ryan Homes	5648	\$ 7,674.00	\$ 3,248.00
8/11/2020	733 Dartmouth Drive	IL	Dartmouths	Repair	Carver/Mr. Rooter	1627-A	\$ 100.00	\$ -
8/19/2020	215 Eastwood Court	PB	Eastwoods	Demo	VOPB/Modern Concrete Inc.	5378-A	-	\$ -
8/27/2020	32052 Savannah Drive	LM	Savannahs	New Connection	William Ryan Homes	5649	\$ 7,674.00	\$ 3,248.00
9/10/2020	32064 Savannah Drive	LM	Savannahs	New Connection	William Ryan Homes	5650	\$ 7,674.00	\$ 3,248.00
9/15/2020	32051 Savannah Drive	LM	Savannahs	New Connection	William Ryan Homes	5651	\$ 7,674.00	\$ 3,248.00
9/18/2020	334 Rosedale Drive	LM	Rosedales	New Connection	Buckhalter	5652	\$ 7,674.00	\$ 3,248.00
9/18/2020	336 Rosedale Drive	LM	Rosedales	Re-Connect	Buckhalter	4450-A	-	\$ 3,248.00
9/21/2020	32038 Savannah Drive	LM	Savannahs	New Connection	William Ryan Homes	5653	\$ 7,674.00	\$ 3,248.00
10/27/2020	32048 Savannah Drive	LM	Savannahs	New Connection	William Ryan Homes	5654	\$ 7,674.00	\$ 3,248.00
10/27/2020	32050 Savannah Drive	LM	Savannahs	New Connection	William Ryan Homes	5655	\$ 7,674.00	\$ 3,248.00

	Standard Connections	Darrell Road Connections
FY 2020 - 2021 Total:	\$ 69,266.00	\$ 32,480.00
Approved Budget FY 2020 - 2021	\$ 108,536.00	\$ 25,984.00
Approved +/- vs. Current YTD	\$ (39,270.00)	\$ 6,496.00



NMWRD November 2020 Operations Report

As of December 3rd, 2020

Prepared by: Luke Markko, Superintendent

COVID-19 Response – Starting on November 16th, Operations staff returned to a staggered shift schedule with several of the Administrative staff working remotely. This was a precautionary step taken in light of the recent rise in COVID-19 cases in the region and ended up falling in line with the Tier 3 Resurgence Mitigations that were issued from the Governor’s Office later that week. Once again, we remain ahead of the game as we respond to the pandemic. Staff have adjusted to it well enough, and we will continue to adapt and adjust as needed to provide an essential service to the residents in our service area.

North Secondary Clarifier – Work on the North Clarifier is nearing completion. We are at the point where the clarifier is completely functional as a part of the treatment process. Items remaining to be completed are installation of a start/stop switch for the mechanism on the clarifier bridge, lighting, and final touch touch-ups to the dome paint. Plumbing of the automatic surface spray bar to the non-potable water system is underway at the writing of this report. I hope to have some good news to report on this front come next month!



Almost done.

Manhole at Ralph Court – As Island Lake Public works was resurfacing streets, they came across a manhole that had been paved over at a previous time and alerted us to the situation. The manhole lid was replaced, and a riser ring was installed to bring the top of the lid to the proper elevation prior to the resurfacing of the road.



Buried treasure!



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Lily Lake Rd. Improvements – Three sections of the 12-inch force main on Lily Lake Rd. have been relocated to provide adequate cover and to mitigate conflicts with new path of the roadway. In addition, one of the air release structures on the 8" force main was lowered to match the new grading. The work involved coordinated shutdowns of Lift Stations 1 & 7 to allow for the work to be performed. I am happy to report that this was completed without incident.



Exposed structure on Lily Lake Rd. (May 2020)



Force main and structure relocated and final grading complete.

- **Lily Lake Rd. Continued** - As this work was performed, it was discovered that all of the air release valves (ARV's) on these two force mains are in need of replacement. ARV's are positioned at high points in a force main between the lift station and discharge point to do what their name implies, release air. This improves pumping capacity and efficiency at the lift station. Lift Station 1 feeds into the 8" force main and was constructed in 1978 with Lift Station 7 following in 1997 and feeding into the 12" force main. These ARV's are constructed of cast iron and steel components. They have been exposed to moist and corrosive conditions for several decades and it shows. Two of the three relocations of the 12" force main involved relocating an air release structure. In these instances, an ARV constructed with a plastic polymer body and stainless-steel components was installed. This will ensure corrosion resistance and long service life. Additional units have been ordered to replace the remaining aging ARV's. This may have significant impacts on the pumping capacity and efficiencies at Lift Stations 1 & 7.



Old cast iron air release valves.

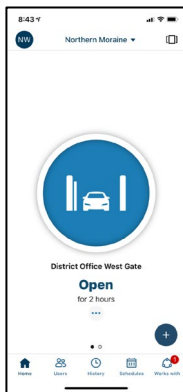


New air release valve.





District Office Entry Gate Openers - New operators have been installed on the entry gates located at the entrance and exit to the District Office. Not only does this replace gate operators that have been plagued with operational issues, but they are also compatible with a Wi-Fi enabled transmitter like the one installed this past summer at the treatment plant. This has enabled staff to remotely operate the gates to accommodate deliveries and the entry of contractors. When used along with the Nest security cameras this provides staff a safe and secure way to accept deliveries, and monitor contractors remotely. This has proven very advantageous in the age of social distancing during the pandemic.



Smartphone gate opener interface.



Remote viewing via security cameras.

Headworks MS2 Barscreen - The new screener has arrived from Headworks, with the control panel to trail in the coming weeks. Staff are gathering proposals from contractors to prepare for installation of the unit. This will replace the aging Rotomat unit that was installed during the 1998 plant expansion. This will be another step towards creating an automated septage receiving system. This will become the treatment plant's primary screener with the existing drum screen being employed at times when septage is being offloaded. This is an application to which the drum screen is better suited.



Preparing to unload.



Unwrapped for inspection following delivery.



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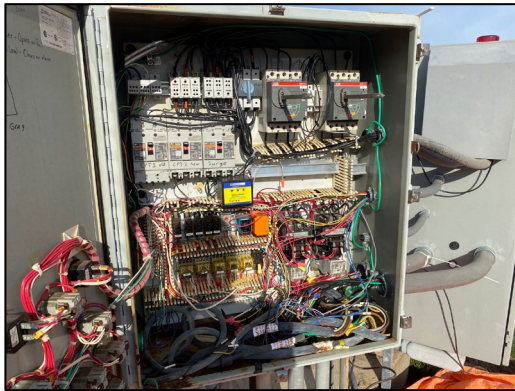


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RAS Panel Replacement – As part of the ongoing Automation project to install and develop a SCADA system, preliminary work has begun to replace the Return Activated Sludge (RAS) Panel. This panel houses the controls that run the pumps carrying sludge that is collected in the bottom of the clarifiers and pumped back to either the Oxidation Ditch or wasted to the Digesters. This panel needs some serious attention. It was upgraded several years ago. In that upgrade the original panel that was installed during the 1998 plant expansion was used as a sort of pseudo junction box. This has created a confusing and dangerous situation for anybody troubleshooting a problem in the panel because of high and low voltage wiring routed between the two panels. Some components have been disconnected and abandoned while others have not. There is no documentation of how the upgrade was performed. The new panel will both clean up this mess and provide another control hub for the developing SCADA system. As part of the new conduit run for the North Clarifier, new conduits were installed along with a concrete pad in preparation for the installation of the new panel.

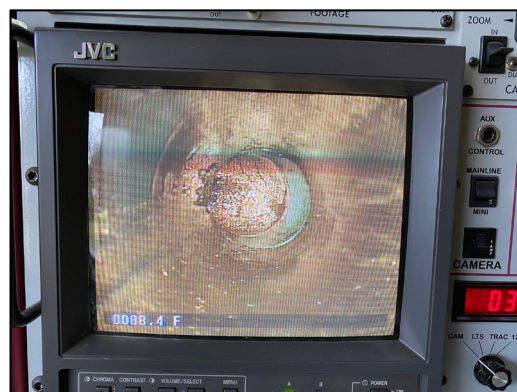


Note the conduits exiting the sides of the panels... messy!



New concrete pad poured to support new panel.

316 Richard Ct. – We were recently contacted by the resident at 316 Richard Ct. in Island Lake. They indicated that their plumber was telling them that the reason they were experiencing sewer backups in their home was due to a damaged service connection at the District's sewer main. Operators were sent out with televising equipment to investigate the issue. Upon inspecting the service connection with the District's robotic camera, we were able to confirm that the service connection was in satisfactory condition and that the issue lie further upstream in the service line. While this meant that the resident has the unfortunate burden of repairing the service line, it protects the District from incurring unnecessary costs.



Looking up into the service connection for 316 Richard Ct.



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Mutual Aid - District staff provided mutual aid to Wauconda Public Works on two occasions when they requested assistance with our Vac truck while theirs was out of service. On November 7th assistance was provided with hydro-excavating a fire hydrant to allow it to be replaced. On 11/27, our vac truck was mobilized to aid in mitigating a Sanitary Sewer Overflow situation that had developed. NMWRD's reciprocal arrangements allow us and our neighbors to help each other in our times of need.



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NMWRD Engineering Report

Date: December 8th, 2020

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

Lily Lake Road Safety Improvements:

[Project Update] – See Managers report for recent developments relating to the Lily Lake Road Safety Improvements project. See Operations report for construction related developments.

Wegner Road Storm Improvements:

[Project Update] – Trotter & Associates, Inc. (TAI) completed a review of the Storm Sewer Improvements Plans prepared by J. Condon & Associates to determine potential sanitary sewer conflicts relating to the proposed construction of storm sewer along Wegner Road. A portion of the 12" forcemain that runs along Wegner road still had yet to be field verified after extensive potholing efforts by both the District and Trotter were performed. Due to the inability to locate a portion of the forcemain, the District will ensure a staff member is present onsite when construction commences at the east end of the proposed storm sewer route to communicate with the excavator about the possible FM location. As of December 1st, there is no proposed start date for this project.

Sludge Drying Bed Cover:

[Project Update] – Greenfield completed construction of the new sludge drying bed cover on October 30th. McHenry County approved the structure on November 11th. As the District continues its search for a large-scale conveyor, a Nest camera will be set up so operators can monitor the sludge pile. There are no remaining outstanding tasks associated with the sludge drying bed cover so this will mark the last update relating to this project.



Picture of inside the new sludge drying bed cover.



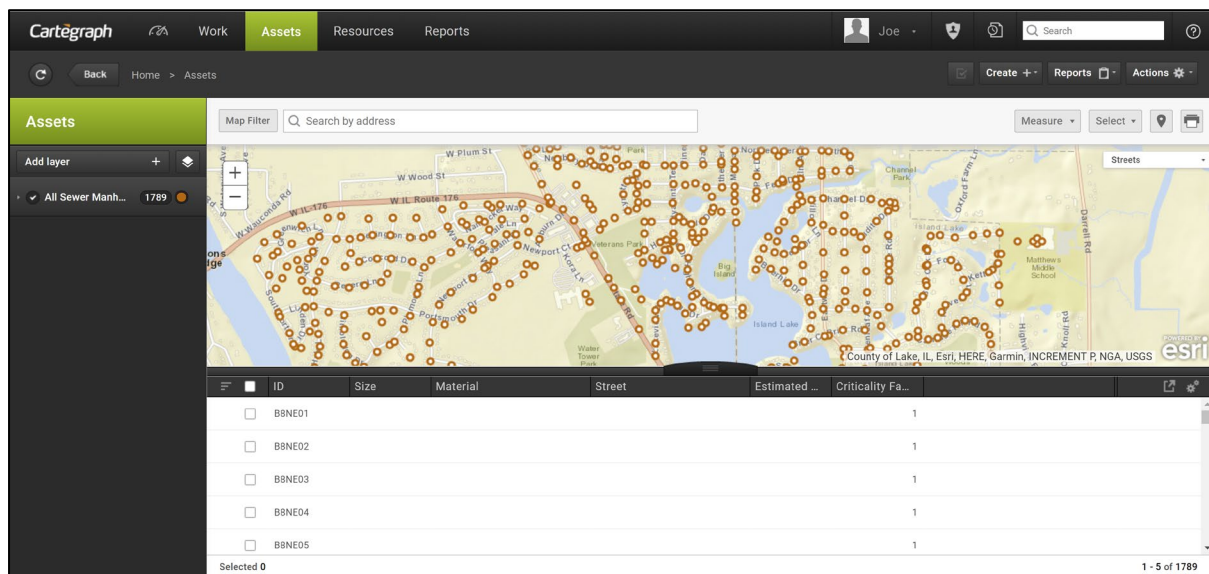
Temporary sludge chute (until large-scale conveyor purchased).





Asset Management:

[Project Update] – The District has continued to meet with the Cartegraph project implementation team throughout the month of November. Significant developments relating to the new Asset Management Software include the following. The District is in possession of the archived Redzone CCTV files. We are currently awaiting a recommendation for a shared folder location so that Operators can view historic CCTV footage within the Cartegraph app. District Superintendent, Luke Markko and District Staff Engineer, Joe Lapastora have completed the GIS Integration phase and will partake in “train the trainer” training from December 8th – 11th. This will allow these staff members to train the rest of the operations staff in a remote environment. The test site went live on November 23rd and District staff will continue to populate the software with GIS data as well as historical data and finalize integrations through the next month. At this point, the District is right on schedule as we move into training phase. The full implementation timeline is built through March 2021, at which point, we can expect Cartegraph to go fully live.



Screenshot of NMWRD Cartegraph Test Site.

North Clarifier Rehab:

See the Operations Report for a detailed update regarding the progress on the North Clarifier rehab project.



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Sewer Televising & Cleaning Plan:

A detailed Sewer Televising & Cleaning Plan has been finalized which dictates the specifics of which gravity mains are to be televised and cleaned in any given year, coinciding with the District's CMOM plan. The District has begun assigning NASSCO training classes to two (2) employees running from December 15th – 17th. Once the course is complete, all remaining operators will be assigned training. This training standardizes how employees rate the District infrastructure, specifically manholes (MACP) and gravity mains (PACP), during televising runs. Moving forward, the televising van will be outfitted, and District operators will begin cleaning and televising per the final District plan.

Phosphorous Discharge Optimization Plan:

The District is in receipt of all trailing documents as well as the final PDOP report from Fehr-Graham. District staff will be meeting in early December to develop an action plan to implement the follow-up initiatives that were recommended in the report. The District is also working with other wastewater agencies to identify some "learned lessons" with regards to Phosphorous reduction measures that will benefit the District and NMWRD rate payers.

Woodman's Lift Station and Sanitary Sewer Additions:

[Project Update] – The District received notification of two (2) developments relating to the Woodman's during the month of August. The first project included the expansion of the existing Woodman's car wash from two (2) bays to three (3). A submittal review document was issued to Woodman's by the District on September 14th detailing the additional connection fees and correcting underpayment discrepancies based on water use history. The second project includes the addition of an unattended gas station. It was determined that since there was no connection to NMWRD sewer, a sewer connection permit was not required. Note that a permit will be required if a water service is ever added.



Picture of current progress of Woodman's unmanned fuel station.



Picture of current progress of Woodman's unmanned fuel station.



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

- In early November, the District received our new truck that was purchased as part of the Suburban Purchasing Cooperative, which offers reduced vehicle costs to municipalities throughout the North & Northwest Suburbs of Chicago. The vehicle is a 2020 Ford F-250 Crew Cab that replaced the old District Chevy Silverado (See NMWRD Monthly Flea Market update below for details surrounding the sale of the old Chevy).



Picture of new District Ford F-250.



Picture of new District Ford F-250.

- The District purchased a new televising laptop along with a large external hard drive last month that meets the minimum specs required to run the new televising software (Pipe Tech SCAN). The program has been installed on the new District Televising laptop and we have reached out to Peninsular for remote training for the televising software. This will allow District employees to test out the software during their NASSCO training courses during the month of December.
- The District will continue digitizing physical prints through Hainesville Print and Copy. Through November, we have digitized roughly 80 plan sets and the District will continue to send batches to Hainesville P&C to keep adding to our digital repository.
- The Cross Aluminum doors that were ordered as part of the Control Building Floodproofing project, were installed in late October into early November. Since we now know that we can install these doors in-house, the District has moved forward with a quote request to replace the three (3) doors at the Chemical Building. The aesthetics of the doors will not change as staff members were thoroughly impressed with the materials and overall look of the new doors.





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- NMWRD Monthly Flea Market: The District hosted another successful auction via Obenauf Auctions during November. As of today, all items have been picked up and the total amount that we pulled in from the auction is \$9,789. An itemized breakdown is included below. Moving forward, we will continue to post unused or outdated items to auction, pending the Boards approval.

Item	Sale Price
2008 Chevy Silverado	\$9,400.00
John Deere Broom Attachment	\$235.00
John Deere Mower Attachment	\$42.00
North Star Pressure Washer	\$12.00
Stone Silent Kerosene Heater	\$50.00
Gate Hardware	\$5.00
Dehumidifier	\$45.00
TOTAL	\$9,789.00





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DELINQUENT ACCOUNTS RECAP FOR November 2020

Revised: 12/02/20 by Debi Martin, District Clerk

\$200-\$300

114 Active Accounts

Island Lake – 70 customers
70 Notices of Delinquency
Lakemoor – 30 customers
30 Notices of Delinquency
Port Barrington – 14 customers
14 Notices of Delinquency,

\$301-500

57 Active Accounts

Island Lake – 26 customers
26 Liens – 18 Water Shut Off Notices, 3 Final Water Shut off Notices, 2 Sewer Disconnection
Notices, 3 Final Notices of Delinquency
Lakemoor – 25 customers
25 Liens – 3 Final Notices of Delinquency, 11 Sewer Disconnection Notices, 8 Water Shut
Off Notices, 1 Final Water Shut Off Notice, 1 with water off
Port Barrington – 6 customers
6 Liens - 4 Final Notices of Delinquency, 2 Sewer Disconnection Notices

\$501-\$1000

5 Active Accounts

Island Lake – 2 customers
2 liens – 1 making payments, 1 with water off
Lakemoor – 2 customers
2 liens – 1 making payments, 1 to be disconnected
Port Barrington – 1 customer
1 lien – 1 disputing charges

\$1001 and up

7 Active Accounts

Island Lake – 3 customers
3 liens – 3 with water off
Lakemoor – 3 customers
3 liens – 3 being disconnected
Port Barrington – 1 customer
1 lien – 1 making payments

Delinquent Accounts total (active and inactive customers): \$42,131.34 (\$12,435.29 inactive accts)

Oct 2019's report: \$54,764.32

Oct 2018's report: \$49,744.05

MONTHLY ACTIVITY:

4800 Monthly Bills mailed 12/01/20 (for Nov. service)
394 Bills not mailed – customers prepaid on their accounts
26 Water Shut Off Notices mailed on 11/30/20
15 Sewer Disconnection Notices mailed on 11/30/20
11 Liens released in November

114 Notices of Delinquency mailed 11/30/20
10 Final Notices of Delinquency mailed 11/30/20
23 Real Estate closings for November 2020
24 Liens filed in November
4 Final Water Shut off Notices mailed 11/30/20



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© 2014, Dave Carpenter

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"Can you work a little magic with these figures,
In fact, can you make them disappear?"



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NORTHERN MORAINE W R D

AGENDA ITEM # 9B

<u>Meeting Date:</u>	December 8, 2020
<u>Item:</u>	Semi-Annual Review and Approval of the District's Strategic Plan
<u>Staff Recommendation:</u>	Motion to Review and Adopt the Strategic Plan
<u>Staff Contact:</u>	Mohammed M. Haque, District Manager

Background:

The Board adopted the District's first Strategic Plan at the August 2013 Board meeting, following several workshop meetings. In order to assure that the Strategic Plan remains relevant and that the District works to achieve the stated goals within that plan, it was determined to review the plan on a semi-annual basis, at the same meeting that executive session minutes are reviewed. The Strategic Plan was last revised in January of 2015 and last reviewed at the July 2020 Board Meeting. Following is a brief summary of advancements made in achieving the stated goals of the plan to date, with updates. In addition, we have attached the current Strategic Plan. No edits have been made at this time, however it is suggested we re-look at this post pandemic.

2020

- Maintained essential operations during the pandemic. Adjusted schedules, work environments, technology and communication methods gracefully to ensure that the District provided uninterrupted essential services for all of our customers and communities.
- Substantially completed the emergency repair of the North Clarifier utilizing a value engineering and in-house construction management approach that will ultimately save the District in excess of \$1 million based on the engineer's estimate.
- Coordinated the work and legal issues related to the Lily Lake Road project by Nunda Township
- Applied for three IDES grants. (1) Fast Track grant for Darrell Road Phase 1; (2) Infrastructure Grant with Village of Lakemoor for Darrell Road – All Phases and (3) Special grant for \$200,000 assistance for Control Building Electrical Upgrades. Working to get two of these grants released for projects.
- Implemented a Darrell Road Interceptor Sewer Connection Fee for collecting for the capital costs to initiate the project. Collected over \$40,000 to date, allowing for continued engineering, grant funding and planning costs.
- Developed and implemented a Septage receiving program and are on our way to generating \$40,000 in alternate source revenue for 2020.
- Developed a CMMS program, as required by our NPDES Permit, to ensure that the District's collection system is properly maintained and managed. Initiated the preventative maintenance portions of the program and ramping up for major in-house cleaning and televising. Purchased van and getting converted and staff trained for this function.
- Procured a new used Vector for use in the CMMS program.
- Replaced old Chevy with major maintenance costs with a new Ford F-250.
- Replaced two Gators with newer used Gators with cabs for climate control.
- Procured skid steer for use on sludge moving and grading work around the plant, etc.
- Procured a new Influent Headworks MS2 bar screen to upgrade equipment at the end of useful life.
- Accepted Savannah's of Lakemoor subdivision extension and started permitting of new homes.





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- Accepted Woodman's sewer and distributed over \$900k the majority of loan funding to Village of Lakemoor for the underground sewer costs.
- Developed and launched new website.
- Procured and installed new control panels in the Control Building, Oxidation Ditch, Dewatering Building and Chemical Building as part of our plant automation and modernization plans.
- Permitted paving plans for the treatment plant and initiated project to be completed in conjunction with the North Clarifier Repairs.
- Installed new Sludge Drying Bed Cover
- Finalizing a Hyper Ion Phosphorus removal system located in the dewatering building with appropriate spill containment and metering pumps.
- Remodeled the chemical building to provide better safety, filling and venting of Sodium Hypochlorite and Bisulfite chemicals used for disinfection.
- Pulled remaining fiber optics and terminating around the plant.
- Completed a radio path study for wireless SCADA for lift stations.
- Initiated a faster process for lien filings to ensure that District's bills do not get removed due to foreclosure, etc.
- Hired additional operations staff while maintaining the excellent culture we have built to date.
- Operations staff worked through the pandemic in PPE and difficult conditions with limited complaints about the arrangements and PPE requirements.
- Worked state-wide and nationally on funding initiatives for wastewater infrastructure funding. Anticipate that over \$50 billion will be available in wastewater grants through federal and state efforts in the near future. Ensured that several District projects are ready to take part in potential funding opportunities.

2019

- Successfully hosted 50th Anniversary open house, providing an opportunity for our state legislators and public to see what we do and understand the wastewater treatment and resource recovery process and the progress we have made at the District.
- Changed the culture at the District to be more proactive and open. Staff have taken ownership of the District and work with passion and desire to do a good job and be good stewards of the assets we have to manage and maintain for the benefit of the public and our residents.
- Secured over \$400,000 in Capital Bill funding from Representative Tom Weber for Lift Station improvements in Lakemoor. Coordinated and designed the improvements and currently working on the release of funding.
- Further reduced the property tax burden on residents by again lowering the tax levy by 10.5% for the 2019-20 tax year. This is the ninth year in a row that the District has lowered its tax levy with the 2018-19 levy \$264,601 less than the 2010-11 levy, representing a 69.8% decrease.
- Completed the majority of flood proofing of the vulnerable treatment plant facilities and reconfiguring generator as recommended in the Facility Plan update. Flood proofing and generator reconfiguration have prepared the District for enhanced threats brought on by climate change. The work was completed with savings of over \$100,000 below the engineer's estimate. The savings is being used to make additional, much needed, upgrades on the control building, including LED exterior lighting, façade replacement, replacement of several rusted out doors, etc.





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- Completed the installation of a new immersible raw pump and inline magnetic flow meter, providing more accurate flow measurements and the ability to continue pumping sewage in the event of flooding in the basement of the control building.
- Bid and Installed channel grinder in the wet well directly before the rotating drum screen, greatly reducing the blinding of the screen and the associated issues with it.
- Implemented a new source of revenue with Septage Receiving. Enacted an ordinance and started to receive septage at plant with proper manifesting and lab testing. Recorded over \$10,000 in revenue to date. Began permanent septage receiving station design.
- Removed the old belt filter press and converted the pit to a storage area for the Phosphorus Removal System. Removed all of the old electrical for belt filter press and cleaned up controls to work with centrifuge only, greatly simplifying the electrical in the building.
- Moved sludge conveyor to exit the dewatering building and dump directly into the adjacent sludge drying bed. Currently working on some conveyor retrofits to allow for 24-hour unattended sludge dewatering. The new system, once fully completed will greatly increase our efficiency in sludge handling and dewatering operations.
- Purchased and installed self-cleaning filter on the non-potable water system, greatly reducing the amount of time spent on cleaning nozzles on the existing equipment using the non-potable water. Painted all exterior NPW piping and hydrants.
- Upgraded to and installed LED lighting in control room of control building, greatly reducing our energy consumption for lighting this room.
- Successfully closed out the Deer Grove North subdivision extension. Entered maintenance period.
- Successfully launched District GIS parcel map for customer use.
- Automated the collection and conversion of data from plant rounds, lab and lift station rounds to be auto-logged into a spreadsheet. This greatly reduced the duplication of data entry and time required for this.
- Sold off numerous surplus equipment, including old electronics stored for many years as well as the old F-550 chassis.
- Installed security Nest cameras at the plant and office, allowing for remote monitoring and security at the District office and plant. Installed new outdoor wireless access points at the plant.
- Removed and replaced the deteriorating roof on the dewatering building.
- Purchased two new vehicles to replace aging equipment. F-250 work truck and a new crane truck, utilizing the old crane. Purchased a used John Deere gator to replace an old UTV.
- Procured and replaced a sludge pump with a new progressive cavity pump manufactured by Boerger.
- Updated operations practices to save energy, including shutting down some aerators from time to time and turning off lab equipment not being used.
- Installed turfstone in the southwest sludge drying bed and removed the divider in preparation for a new Clearspan cover and storage area for sludge. Turfstone is now installed in all western sludge drying beds, greatly reducing the damage caused when we haul out sludge and move it around.
- Installed potable water to dewatering building and replaced some non-functioning yard hydrants.
- Installed gutter drain from dewatering building to drain to the north.
- Procured and installed two Rotork actuators to automate the wasting process.
- Procured and installed Projector, Screen, and Connectivity in Board Room
- Procured and installed automatic greasers on the aerators, greatly reducing manual time to grease aerator bearings and ensuring a consistent grease level in all bearings.
- Completed the District office internal remodel, modernizing the space and making workspaces more efficient and user-friendly with updated computers, monitors and desks.





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- Reduced the District's sewer user bill delinquency rate to less than 2.1% of revenues. In 2011 the delinquency rate exceeded 13% of revenues.
- Successfully hired a new Operator. Hired an Engineering Intern for the summer of 2019 and another Engineering Intern after the summer Intern moved on.
- Went out for proposals for the audit and changed auditors. Successfully completed the first audit with the new auditors.
- Performed an appraisal by CBIZ of the District assets that accurately reflect our valuation.
- Successfully refinanced our 2010 General Obligation bonds, saving the District close to \$300,000 in interest over the term of the debt.

2018

- Completed the 2017 Lift Station rehabilitation project, modernizing Lift Station 6 and 7 in Lakemoor and add generators at Lift Station 6 in Lakemoor and the Rolling Oaks Lift Station in Island Lake.
- Completed the first and second phase of a Supervisory Control and Data Acquisition System (SCADA), providing for full time remote monitoring of the Hale 1&2 Lift Stations, Lift Stations 6 and 7 as well as the RAS station and Raw Pumps at the treatment plant.
- Completed construction of a temporary phosphorus removal system at the treatment plant. Achieved consistent phosphorus limit well in advance of the compliance schedule.
- Continued with the scheduled replacement of equipment, including flowmeters, samplers, lift station pumps and computers.
- Successfully hired highly qualified personnel for the positions of Assistant Clerk, Superintendent, Operator, Lab Tech and Junior Engineer. Promoted the existing Assistant Clerk into the position of District Clerk for a smooth transition and enhanced District business operations.
- Initiated the project to install District plant process automation and greater technology utilization.
- Completed the McHenry DOT project to replace portions of the District's force main at Dowell and River Road.
- Upgraded the District's file server to provide for a better system and more enhanced backup functionality.
- Implemented a Centralized Maintenance Management System for greater operations work order processing, asset management and task management.
- Upgraded District's business systems such as phone, internet, cellular, etc. to provide for greater connectivity and better technology utilization.

Prior to 2018 (only relevant items)

- Adopted new banking resolutions to achieve consolidated banking services and provide for expected future needs.
- Adopted post-bond issuance policies to support best management practices, sound business principles and transparency.
- Adopted updated investment and fiscal operations policies to support best management practices and sound business principles.
- Completed the Digester Rehabilitation project, further enhancing facility operations supporting the value of enhancing efficiencies.
- Accepted a significant grant award and received \$98,903 from the Illinois Clean Energy Community Foundation that has resulted in a significant reduction in energy costs supporting the value of providing services at the lowest reasonable cost.
- Tentatively approved an agreement with the Illinois Department of Natural Resources for cost sharing on a force main relocation project resulting in cooperation with other jurisdictions.





NORTHERN MORaine W R D

- Developed a comprehensive Capital Improvement Plan (CIP) to support the goal of employing best management practices for facility and equipment renewal.
- Enhanced transparency through the posting of all District budgets, appropriations ordinances, annual audits and treasurer's reports to the District's website and other reporting agencies.
- Adopted a revised user rate model that will achieve the goal of full cost pricing within five years, assuring a highly sustainable utility.
- Established written policies and procedures for all fiscal activities, defining internal controls and the separation of duties.
- Successfully transitioned to monthly billing making it easier for families to budget for and pay for services.
- Initiated electronic processing of sewer bill payments received by check through the use of image cash letter deposits vastly reducing the processing burden on staff.
- Initiated a discount process for sewer users who pay in advance, so discount applies when no sewer bill is required to be produced or delivered.
- Completed a screen replacement and blower addition project that replaced an existing influent screen that has reached the end of its service life and provided a new high efficiency blower that will reduce electrical use.
- Created a directory of resources for customers facing financial hardships.
- Completed the extension of a new force main to extend sewer service to the Lakes Region Business Rentals property and provide for additional service to the east.
- Entered into a two party IGA with the Lakes Region Sanitary District strengthening the existing boundary agreement, while supporting the Village of Lakemoor's economic development and business retainage efforts.
- Completed the installation of VFD's for the treatment plant aerators for energy and cost savings.
- Completed the installation of two on-site standby generators at the Waterford and Lift Station #1 stations to insure uninterrupted service during power outages.
- Completed a major update to the District's Facility Plan that will act as a guide to the development, meeting new effluent standards and enhancing sustainability for the next twenty years. This plan was accepted by the Board at the June 2015 meeting.
- Implemented an innovative treatment process wherein the collection system is injected with bacteria in multiple locations to reduce FOG, H₂S and influent BOD, resulting in lowered operating, energy and sludge handling costs.
- Expanded lab capabilities so that newly required nutrient monitoring requirements can be conducted in-house rather than being completed by a private lab, reducing costs.
- Entered into an agreement with the Lakes Region Sanitary District that facilitated Fratello's Hot Dogs to receive sanitary sewer service.
- Replaced standby generators at the Fern and South Shore Lift Stations with new units better suited for powering lift station pumps via VFD Controllers.
- Developed and implemented an "office safety plan" to better protect administrative staff at times when only one individual is on duty.
- Conducted smoke testing in the area of Lift Station #1 in Lakemoor to pinpoint and remove sources of rainwater inflow and infiltration.
- Installed a "cross-over" pipe between the two digesters to better control liquid operating levels to maximize aeration efficiency.
- Installed a VFD system for the return activated sludge pumping station to better match flows, reduce energy use, and start/stop wear on pumps and equipment.
- Completed the 2015 Lift Station Rehabilitation project, providing for the renewal of the Hale 1 lift station and adding a stand-by generator to the facility and modification of four additional stations to provide for a wider selection of replacement pumping equipment.





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- Obtained professional IT Services for continuous monitoring of computer security, performance and updates and provide for business recovery in the event of a system failure or disaster.
- Completed the conversion process of the utility billing program to a robust, commercially available program that will interface with QuickBooks and provided additional value, such as electronic billing of customers.
- Worked with the State of Illinois Records Management Section to develop an ongoing records disposal program allowing for the disposal of records on a pre-authorized, scheduled basis.
- Completed the purchase and cleared the property at 4315 Roberts Road of potential hazards for the future use for the routing of a main sewer interceptor, compensatory storage of storm water needed with a future plant expansion and frontage for a future office building.
- Completed the replacement of a failing retaining wall at the treatment plant.
- Completed the 2016 Lift Station Renewal project, which resulted in the complete renovation of the Hale 2 Lift Station, including adding a stand-by generator, pumping equipment upgrades at the Waterford Lift Station and modifications to several other stations.
- Updated and upgraded the District's sewer televising equipment allowing for assessment of larger size sewers and digital archiving of televising records along with incorporating those records into the full system-televising database created by RedZone.
- Developed comprehensive and detailed standard operating procedures (SOPs) for all of the District's business functions in order to provide for continuity of operations.
- Completed relining of two manholes that receive the discharge of the Port Barrington low pressure sewer system, repairing damaged caused by hydrogen sulfide and preventing further damage.
- Adopted a new employee health insurance policy that requires new employees to contribute to the cost of insurance for dependent coverage.
- Enhanced the District's ability to attract and retain high performing employees by becoming an IMRF employer. Being a non-IMRF employer resulted in being unable to attract candidates to the District.

Recommendation:

It is staff's recommendation to review and adopt the Strategic Plan

Votes Required to Pass:

Simple Majority



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Northern Moraine Wastewater Reclamation District

Mission Statement

The mission of the District is to protect public health and preserve the environment by reclaiming precious water and other resources through providing wastewater collection and treatment services to communities and residents within the service area.

Vision Statement

It is the vision of the District to maintain a sustainable municipal wastewater utility while expanding service to those communities and residents within the service area in a cost effective and environmentally sound manner while minimizing social impacts.

Values Statement

- The District provides sound business operations.
- The District protects public health and the environment through providing effective wastewater services within the service area.
- The District provides for the fair and equitable application of policies, ordinances and business practices to its residents and customers.
- The District provides strategic planning for current and future wastewater needs within the service area.
- The District consistently seeks to find more effective and efficient cost savings processes to provide the best possible service at the lowest reasonable cost.
- The District seeks to expand efficiencies through cooperating with other units of local government including municipalities and sanitary districts within the region.
- The District treats its customers with dignity and respect.
- The District is committed to having a highly sustainable utility.

Goals and Objectives

- Employ best management practices for facility and equipment renewal.
- Achieve full cost pricing for all services provided.

- Employ sound business principles.
- Support the economic development of the communities served through the extension of sanitary sewer services while maintaining a sustainable business model for the District.
- Extend sanitary sewer services to communities not currently served, such as Holiday Hills and Burtons Bridge, while maintaining a sustainable business model for the District.
- Become the example of good governance for other local units of government.
- Meet all applicable regulations for water quality and the administration of the District.
- Maintain robust fiscal operations, programs and partners to support business efficiency, continuity and recovery.
- Promote electronic and paperless billing processes to enhance efficiencies.
- Enhance all facets of District operations through employee development.
- Promotes transparency through posting budgets, appropriations ordinances and other fiscal information to the District's website.
- Provide public education on the social and economic value provided by the District through expanded

avenues of communication and tours for the general public.

- Utilize technology to create efficiencies, better data and reduce overall costs.

Internal Relationships:

- Maintain a culture of fairness, mutual respect and appreciation between the Board and District staff.
- Attract and retain high performing staff members.
- Become the employer of choice within the wastewater field.
- Maintain effective two-way communication of the District goals, objectives and expectations between the Board and District Staff.
- Maintain mutually beneficial relationships and effective communication with key appointed professionals including the District's Engineer and Attorney.

External Relationships:

- Facilitate open communication with elected officials and the District's appointing authorities.
- Maintain professional, cooperative and supportive relationships with the communities served.
- Cooperate with other jurisdictions and regulatory bodies.

- Provide exceptional customer service to the District's residents.

SWOT Analysis

Strengths:

- The District is served by a highly engaged Board committed to the best interests of the District.
- The District is served by a dedicated staff.
- The District's employee benefits are competitive relative to other wastewater agencies and public sector employers.
- The District operates under generally stable economic conditions, without burdens facing many units of local government, such as outstanding pension obligations.
- The District maintains a good bond rating.
- The District's facilities are relatively modern and the District is not burdened with highly outdated technology operating beyond its service life.
- The District has completed a comprehensive condition evaluation of the entire collection system which will facilitate accurate planning for operation, maintenance and renewal needs.

- The District's service area is largely undeveloped providing ample opportunities for carefully planned growth.
- The District maintains an excellent record of compliance with all applicable standards and requirements.

Weaknesses:

- The District has limited revenue streams and is mainly reliant on user fees.
- The District must rely on other entities to enforce collection activities.
- The District, like most units of local government, has been greatly impacted by the economic downturn and has had to vastly reset development goals.
- Facility upgrades and renewals planned to be completed with phased expansions have not been undertaken due to lack of development.
- Some Intergovernmental Agreements, (IGAs) provide more benefit to others rather than the District.

Opportunities:

- Very large undeveloped area, prime for development along commercial corridors.
- Pending ability to complete a fully comprehensive Capital Improvement Plan based on an ongoing system evaluation.
- Ability to develop a highly defensible full cost of service rate plan based on factual data developed via a full system condition assessment.
- The District has available land and hydraulic capacity that can be utilized for alternative revenue sources to reduce fee burden.

Threats

- Potential for litigation resulting in high legal fees and exposure to precedent setting judgments.
- New regulatory requirements for nutrient removal will result in higher treatment cost and facility upgrades.
- Economic downturn and lack of development resulting in limited connection fees and a static customer base.
- Pressure to reduce tax levy by legislators and taxpayers.
- Pending action to limit or make obtaining alternate revenue bonds more difficult.

- Political efforts to force consolidation of services, combining local units of government in the name of efficiency.
- Competing interests of Villages served for limited remaining capacity of collection system in the area of Route 176 & River Road.
- Budgetary burdens for employee health insurance.
- Climate change with predicted and experienced increased frequency and severity of severe weather events.



NORTHERN MORaine W R D

AGENDA ITEM # 10A

<u>Meeting Date:</u>	December 8, 2020
<u>Item:</u>	2021 NMWRD Board Meeting Dates
<u>Staff Recommendation:</u>	Motion to Adopt the Calendar Year 2021 Regular Meeting Schedule for the Northern Moraine Wastewater Reclamation District Board of Trustees
<u>Staff Contact:</u>	Mohammed M. Haque, District Manager

Background:

Attached for the Board's review and approval are the proposed meeting dates for calendar year 2021. Regular meetings are generally scheduled for the second Tuesday of each month, and in the past meeting dates have been moved to avoid conflicts with holidays or special events. The proposed schedule does not appear to contain conflicts and all dates are on the 2nd Tuesday of each month.

Upon approval of the 2021 Meeting Schedule, the meeting dates will be posted and published in accordance with Open Meeting Act requirements. Should it become necessary to reschedule a regular meeting, such action can be taken provided advance notice is published in accordance with the Open Meeting Act.

Recommendation:

It is staff's recommendation that the 2021 Board Meeting Dates be approved as determined by the Board.

Votes Required to Pass:

Simple Majority





NORTHERN MORaine
W R D

PUBLIC NOTICE

The Northern Moraine Wastewater Reclamation District holds regularly scheduled board meetings on the second Tuesday of each month, unless noted differently below, at the Northern Moraine Wastewater Reclamation District offices, 113 Timber Trail, Island Lake, IL 60042. Meetings begin at 7:30 p.m.

In the event of an overflow crowd, meetings may be moved to 420 Timber Trail, Island Lake, IL 60042.

SCHEDULE

January 12, 2021
February 9, 2021
March 9, 2021
April 13, 2021
May 11, 2021
June 8, 2021
July 13, 2021
August 10, 2021
September 14, 2021
October 12, 2021
November 9, 2021
December 14, 2021



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NORTHERN MORaine W R D

AGENDA ITEM # 10B

<u>Meeting Date:</u>	December 8, 2020
<u>Item:</u>	2021 NMWRD Holiday Dates
<u>Staff Recommendation:</u>	Motion to Adopt the Calendar Year 2021 Holiday Schedule for the Northern Moraine Wastewater Reclamation District
<u>Staff Contact:</u>	Mohammed M. Haque, District Manager

Background:

For the Board's review and approval are the proposed paid holidays for calendar year 2021. Consistent with past year's recommendation, staff is recommending that the District exchange the Good Friday holiday for the federal holiday, Martin Luther King Jr. Birthday in order to better serve customers. Since the Martin Luther King Jr holiday is a federal holiday, banks and the post office are closed so no real business can be conducted. Good Friday is generally not considered a holiday and District customers generally expect the office to be open for business on that day. In addition, this year, we are not including Veteran's Day on November 11, 2021, per the Board's direction.

Looking at the 2021 calendar, Christmas Day falls on Saturday, so the day off has been adjusted around the weekend. From the NMWRD Employee Handbook: "Regular full-time employees are eligible for holiday pay. The following holidays are recognized by the District as paid holidays:"

New Year's Day	Friday, January 1, 2021
Martin Luther King Jr. Birthday	Monday, January 18, 2021
President's Day	Monday, February 15, 2021
Memorial Day	Monday, May 31, 2021
Independence Day (July 4 th)	Monday, July 5, 2021
Labor Day	Monday, September 6, 2021
Columbus Day	Monday, October 11, 2021
Thanksgiving Day	Thursday, November 25, 2021
Day after Thanksgiving	Friday, November 26, 2021
Christmas Eve	Friday, December 24, 2021
Christmas Day	Monday, December 27, 2021
New Year's Eve	Friday, December 31, 2021

Recommendation:

It is staff's recommendation that the 2021 Holidays be approved as determined by the Board.

Votes Required to Pass:

Simple Majority



Northern Moraine Wastewater Reclamation District

Unpaid Bills Detail

As of December 4, 2020

Type	Date	Num	Due Date	Aging	Open Balance
AMAZON CAPITAL SERVICES					
Bill	11/24/2020	1RH3-...	12/24/2020		141.61
Bill	11/24/2020	1RH3-...	12/24/2020		38.84
Bill	11/24/2020	1RH3-...	12/24/2020		37.97
Bill	11/25/2020	1PPW...	12/25/2020		8.00
Bill	11/30/2020	1FH4-...	12/30/2020		123.17
Total AMAZON CAPITAL SERVICES					349.59
AT&T					
Bill	11/28/2020	81534...	11/28/2020	6	1,504.25
Total AT&T					1,504.25
BITSPEED CONSULTING, INC					
Bill	11/30/2020	10220	11/30/2020	4	508.00
Total BITSPEED CONSULTING, INC					508.00
COMPLETE MECHANICAL SERVICES, INC.					
Bill	11/11/2020	20365	11/11/2020	23	5,181.00
Bill	11/11/2020	20364	11/11/2020	23	6,608.00
Total COMPLETE MECHANICAL SERVICES, INC.					11,789.00
CORE & MAIN					
Bill	11/16/2020	N2876...	12/16/2020		1,790.00
Total CORE & MAIN					1,790.00
EUROFINS TESTAMERICA					
Credit	08/21/2020	16000...			-205.00
Total EUROFINS TESTAMERICA					-205.00
FILIPPINI LAW FIRM, LLP					
Bill	11/24/2020	21590	12/24/2020		13,381.50
Total FILIPPINI LAW FIRM, LLP					13,381.50
FULL SOURCE, LLC					
Bill	10/23/2020	FS447...	10/23/2020	42	662.44
Total FULL SOURCE, LLC					662.44
GACRUX					
Bill	12/02/2020	1666	12/02/2020	2	720.00
Total GACRUX					720.00
LOU'S GLOVES					
Bill	11/24/2020	038720	12/24/2020		196.00
Total LOU'S GLOVES					196.00
LURVEY SUPPLYING LANDSCAPES					
Deposit	10/09/2020	11071			8.00
General Journal	10/12/2020	2018 ...			-8.00
Total LURVEY SUPPLYING LANDSCAPES					0.00
NICOR GAS					
Bill	11/09/2020	230 S...	11/09/2020	25	43.73
Bill	11/09/2020	3923 ...	11/09/2020	25	42.05
Bill	11/09/2020	2285 ...	11/09/2020	25	41.47
Bill	11/09/2020	3440 ...	11/09/2020	25	42.05
Bill	11/09/2020	3390 ...	11/09/2020	25	46.56
Bill	11/10/2020	32250...	11/10/2020	24	41.02
Bill	11/10/2020	2900 ...	11/10/2020	24	43.43
Bill	11/10/2020	2629 ...	11/10/2020	24	130.32
Bill	11/10/2020	2301 ...	11/10/2020	24	42.59
Bill	11/10/2020	420 Ti...	11/10/2020	24	307.00

Northern Moraine Wastewater Reclamation District

Unpaid Bills Detail

As of December 4, 2020

Type	Date	Num	Due Date	Aging	Open Balance
Bill	11/10/2020	100 R...	11/10/2020	24	124.89
Bill	11/10/2020	113 Ti...	11/10/2020	24	101.93
Bill	11/11/2020	127 S...	11/11/2020	23	129.27
Bill	11/11/2020	500 W...	11/11/2020	23	46.65
Bill	11/11/2020	316 V...	11/11/2020	23	40.01
Bill	11/11/2020	206 F...	11/11/2020	23	42.58
Bill	11/11/2020	27715...	11/11/2020	23	55.71
Total NICOR GAS					1,321.26
SELECTIVE INSURANCE					
Deposit	04/27/2020	320567			3.00
General Journal	10/21/2020	2018 ...			-3.00
Total SELECTIVE INSURANCE					0.00
TRYON GOVERNMENTAL CONSULTING					
Bill	11/25/2020	1201809	12/25/2020		3,000.00
Total TRYON GOVERNMENTAL CONSULTING					3,000.00
VERIZON					
Bill	11/18/2020	98672...	12/18/2020		413.71
Total VERIZON					413.71
VISU-SEWER					
Bill	01/29/2020	8681	02/28/2020	280	7,732.50
Total VISU-SEWER					7,732.50
WALKER PROCESS EQUIPMENT					
Bill	11/12/2020	INV02...	12/12/2020		9,475.00
Total WALKER PROCESS EQUIPMENT					9,475.00
TOTAL					52,638.25