NORTHERN MORAINE WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

REGULAR MEETING MINUTES

December 8, 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
District Manager: Mohammed Haque; District Clerk: Deborah Martin
Others: Superintendent: Luke Markko

President Michaels called the meeting to order at 7:32 p.m.

Before starting the meeting, District President Ken Michaels 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
Jacob Mann - Present
Ken Michaels – Present

2. PLEDGE OF ALLEGIANCE:

Those present recited the Pledge of Allegiance

3. PRESENTATION & APPROVAL OF MINUTES:

a. Regular Meeting, November 10, 2020

Motion by Trustee Brunn to approve the Regular Meeting minutes of November 10, 2020 as presented.
2nd by Trustee Ryberg

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

5 ayes 0 nays 0 absent

MOTION CARRIED

b. Sem- Annual Review of Executive Session Minutes

After some discussion of the 5 sets of Executive Session minutes, a Motion was made by President Michaels to table this item for 6 months – Executive Session minutes to be reviewed again in June of 2021.
2nd by Mr. Ragland

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

5 ayes 0 nays 0 absent

MOTION CARRIED

Northern Moraine Wastewater Reclamation District
Regular Meeting Minutes
December 8, 2020

4. TREASURER'S REPORT:

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

District Manager Haque gave a short presentation on the state of the District's cash reserves.

Motion by Mr. Brunn to approve the Treasurer's Report for month ending October 31, 2020 as presented by Trustee Ryberg.
2nd by Mr. Mann

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

5 ayes 0 nays 0 absent

MOTION CARRIED

5 PUBLIC COMMENTS: none

6. MANAGER'S REPORT:

Superintendent Luke Markko answered questions from the Board about his report. Trustee Ragland expressed concern about an old manhole in Island Lake that had been paved over; Superintendent Markko reported that the manhole lid was replaced, and a riser ring was installed. Mr. Markko answered a question concerning the amount of air release valves that have been purchased; he explained that the ones being replaced are quite old and that all will probably need to be replaced; District Manager Haque explained that a benefit of these new air release valves may be increased capacity. Trustee Ragland expressed concern over the repair work the homeowner at 316 Richard Court in Island Lake would need and Superintendent Markko responded that the District had been in contact with the homeowner. Also mentioned by the Board was our Staff's continued efforts to assist other municipalities; the Board was pleased with the District's continuity of operations.

Manager Haque reported to the Board that even with COVID-19 restrictions, the District has continued to keep on top of projects. He also reported that staff will be finished with the repairs of the North Clarifier and it should be online shortly.

7. TRUSTEE REPORTS - none

8. LEGAL BUSINESS – none

9. OLD BUSINESS – none

a. Mid-Year Fiscal Report and Project Adjustments

District Manager Haque's report showed that the District is on target to achieve established goals and objectives and is projected to complete the fiscal year within budget. Some projects are being slowed down or delayed to avoid over-runs in the overall capital budgets and to accommodate the unexpected expenses such as Lily Lake Road. Revenues and expenditures are on target and continued diligence in controlling costs, managing risks, and employing best management practices will insure completing the fiscal year in line with the budget. The District's QuickBooks accounting system provides great insight into the financial health of the District and is an excellent management tool to monitor income and control expenses. District President Michaels expressed concern on the impact 2021 may have economically on homeowners.

b. Semi-Annual Review of Strategic Plan

The Board had a small discussion of the report prepared by the District Manager; Trustee Ragland suggested changing some of the wording on the weaknesses that the District experiences with economic downturn; the word "periodic" was added.

Motion by Mrs. Ryberg to approve the District's Semi-Annual Review of Strategic Plan.
2nd Mr. Ragland

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

10. NEW BUSINESS

a. Approval of 2021 Board Meeting Dates

Motion by Mr. Brunn to approve the 2021 Board Meeting dates as presented.
2nd Mr. Mann

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 2021 NMWRD Holiday Schedule

Manager Haque reminded the Board that this item had also been discussed last month and the Board had expressed that Veterans Day would no longer be observed as a holiday by the District.

Motion by Mr. Ragland to approve the 2021 NMWRD Holiday Schedule as presented.
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

11. MISCELLANEOUS CORRESPONDENCE

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

12. APPROVAL OF BILLS

Motion by Mr. Brunn to approve payment of bills on the December 8, 2020 bill list as presented, in the amount of $189,486.71.
2nd by Mr. Ragland

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

13. OTHER BUSINESS – Executive Session

The Board made the decision that Executive Session was not needed to discuss the end of year performance bonuses for Staff. President Michaels suggested that District Manager Haque be authorized to award to staff end of year performance bonuses not to exceed $500 per staff member and to approve an end of year performance bonus for Manager Haque in the amount of $500.
Motion by Mrs. Ryberg to approve the end of year bonuses as discussed.
2nd by Mr. Ragland

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

ADJOURNMENT

District President Michaels adjourned the meeting at 8:24 p.m.

December 8, 2020
To: NMWRD Board of Trustees
From: Mohammed Haque, District Manager
Subject: Manager's Report

All update items are in italics.

CMMS / Sewer Cleaning & Televising

The District is working on the conversion of the newly purchased van into an inexpensive CCTV station and has started to get quotes for the winch, flooring, power and generator package and ventilation that will be needed for the conversion. Staff is also starting to get NASSCO trained. *See updates in Engineering and Operations Report.*

2020 Project Funding / Grants

The State Revolving Loan Fund priority listing has been released and the District has four future projects on it. The current SRF priority listing indicates that there will be principal forgiveness up to $5 million per agency in future SRF loans. We have also worked with the Village of Lakemoor and made an application for the entire Darrell Road Sewer project for a DCEO Infrastructure Grant. We are still waiting on word of our Darrell Road Project (Complete) DCEO grants. We have received word that our application for the $200,000 grant for our Control Building Electrical Upgrades has been assigned to a DCEO reviewer. Our application for a grant for COVID related expenditures was also approved and to date we have received $12,222. We anticipate receiving another $20,000 of related expenses. We have also received word that our grant for assistance for the Lift Station 1-7 Upgrades in Lakemoor has moved on to the next stage of approval. *We will be making application for the Unsewered Grant Fund in Illinois for the Holiday Hills Sewer Project and will be working on that very shortly.*

COVID-19 Adjustments

Staff have made numerous adjustments to accommodate the ongoing pandemic. The lobby remains closed, but we have installed a plexiglass barrier and re-opened the drive-through. We will continue to keep the lobby closed until Phase 5 or sooner if we feel it is needed. So far, we have not had anyone request an in-person meeting. We had our first employee test positive for COVID-19. *Several employees have had second hand contact with someone who has tested positive. That has caused us to re-establish separation at the office with 2 staff members present at a time only and drive up remaining closed. We are working out some variations to this arrangement to ensure everyone remains productive and in good spirits.*

Lily Lake Road Improvements – Nunda Township

All work has been completed and road has been paved. Our check for $143,000 was issued to Curran and the lawsuit has been terminated.

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 have received the engineering plans from the Village of Lakemoor. Trotter & Associates has issued a letter regarding our sewer locations to J Condon. One portion of the force main was not able to be located by potholing and will have to be observed during the stormwater work.

North Clarifier Repairs

See Operations and Engineering report for further updates.

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

District board has approved the project improvements, contingent on punchlist item completion. We have received final as-built drawings of the improvements and have accepted the improvements. Final payment is contingent upon the Village meeting the requirements as outlined in our Intergovernmental Agreement with them. *Warranty work has been requested and we have asked Lakemoor to try to get this project wrapped up.*

Personnel

We are holding off on PT Office Clerk (over 200 applied) because the office is closed.

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. Final as-builts will be completed by TAI. *Door installation has been completed and floodproofing barriers are now being installed.*

Headworks / Screening Issues

Change order approved to convert to MS2 bar screen and waiting final engineering drawings by TAI. *We have taken delivery of the new bar screen and are obtaining quotes for the installation.*

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. *ADG Design has been unresponsive and we may need to seek an alternate architect to complete the design phase of this project.*

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. *No update.*

Lift Station Controls

The Hale control panel has been delivered and because of the 50th 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.*

520 Wegner Road

We are working with Lakemoor and the new owner of this property for a new auto-mechanic shop at this location. *Review was completed.*

Woodman's Car Wash - Expansion

An inquiry has been made for an expansion of the Woodman's Car Wash. We have indicated the very large fees (over $300,000) that are due b/c the car wash has much greater water usage than originally expected plus the additional of a new stall. In the event Woodman's does not move forward with an additional stall, there is still a discrepancy in the sewer connection permit fee that will need to get resolved. There is a discrepancy in the meter size that we were told for permitting and what was ultimately installed. *No update, although the desire to get this resolved was communicated to Lakemoor.*

Woodman's Outlots - Starbucks

We have started the review process for Starbucks. Design drawings are pending.

Woodman's Outlots – Buono Beef

We have started the review process for Buono Beef. Design drawings and personnel retention fees are pending.

Phosphorus Discharge Optimization Plan

PDOP is being implemented by staff.

Staff Holiday Party

Due to COVID-19, we will not be holding a staff holiday party, nor one for trustees. We should discuss alterantives.

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
	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
August	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
	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
September	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
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	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 Sewer Connection Permit Tracking

Darrell Road Special Connection Fee Collections

*Special Connection Fees Ordinance approved February 2020

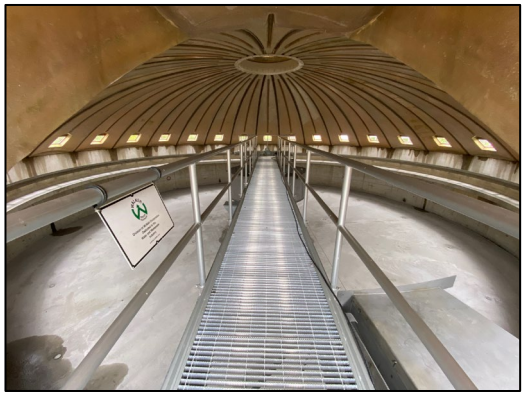
Permit Date	Address	City	Subdivision/ Business	Permit Owner	Permit No.	Amount Paid
3/4/2020	32045 Savannah Drive	LM	Savannahs	William Ryan Homes	5643	$ 3,248.00
3/4/2020	32046 Savannah Drive	LM	Savannahs	William Ryan Homes	5644	$ 3,248.00
3/4/2020	32047 Savannah Drive	LM	Savannahs	William Ryan Homes	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

NORTHERN MORAINE
WRD

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.

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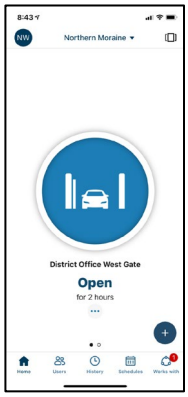
District Office Entry Gate Openers - New operators have been installed on the entry gates located at the entrance and exit to the District Office. Not only does this replace gate operators that have been plagued with operational issues, but they are also compatible with a Wi-Fi enabled transmitter like 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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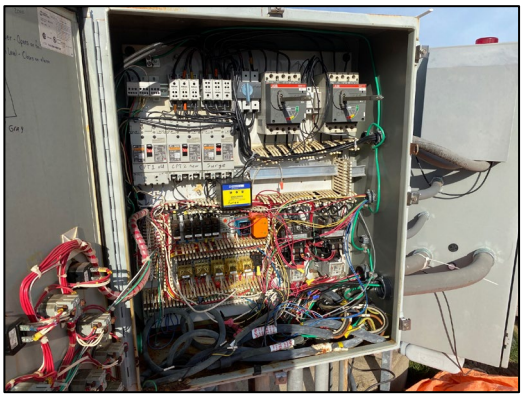
RAS Panel Replacement – As part of the ongoing Automation project to install and develop a SCADA system, preliminary work has begun to replace the Return Activated Sludge (RAS) Panel. This panel houses the controls that run the pumps carrying sludge that is collected in the bottom of the clarifiers and 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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NORTHERN MORAINE WRD

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).

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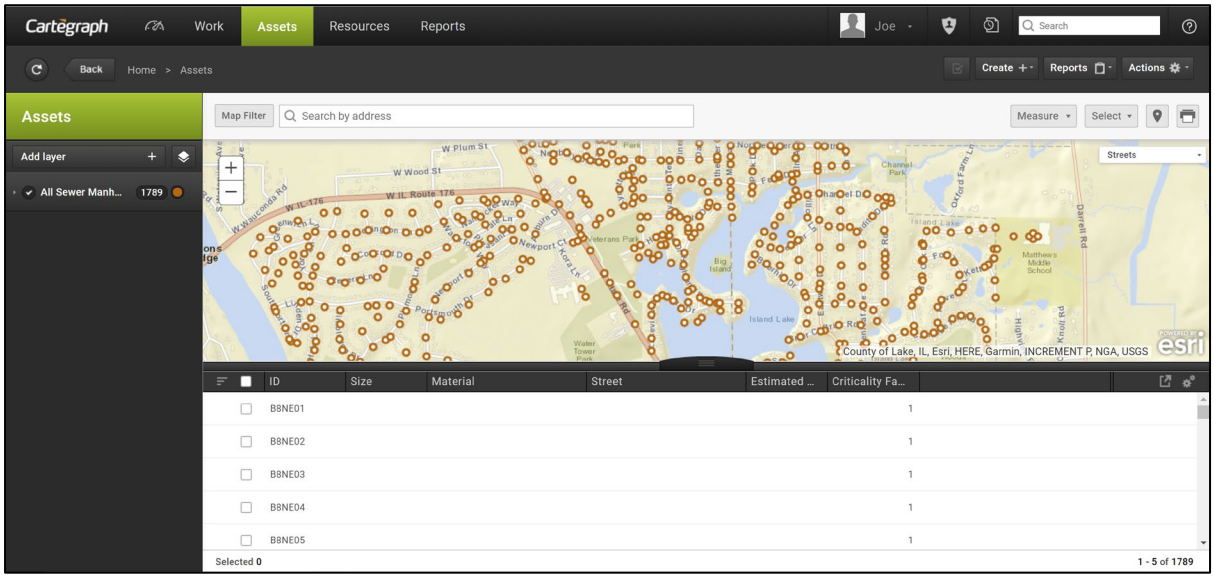
Asset Management:

[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.

NORTHERN MORAINE W R D

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.

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

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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.nmwrd.org - December 4, 2020

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