



## NORTHERN MORAIN W R D

### AGENDA REGULAR MEETING 7:30 P.M. – January 12, 2021

*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 – December 8, 2020
- 4. TREASURER'S REPORT**
  - a. Quarterly Investment Report
- 5. PUBLIC COMMENTS**
- 6. MANAGER'S REPORT**
  - a. Operations Report
  - b. Engineering Report
  - c. Delinquent Accounts Report
- 7. TRUSTEE REPORTS**
- 8. LEGAL BUSINESS**
- 9. OLD BUSINESS**
- 10. NEW BUSINESS**
  - a. Approve Ordinance 21-01 to Abate GO Bond Taxes for 2020
  - b. Approve Resolution 21-01 Regarding Emergency Responders Under the Families First Coronavirus Response Act
  - c. Approve Resolution 21-02 Adopting a Capital Policy
  - d. Approve Resolution 21-03 Authorizing Participation in the NIMEC Electrical Cooperative
  - e. Approve Engineering Contract Amendment for Funding Assistance with Trotter & Associates
- 11. MISCELLANEOUS CORRESPONDENCE**
  - a. MCCG Membership Meeting
- 12. APPROVAL OF BILLS**
- 13. OTHER BUSINESS**
  - a. Executive Session – Personnel, if needed





# NORTHERN MORAIN 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.



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

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



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

**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.

Northern Moraine Wastewater Reclamation District

Treasurer's Report

As of November 30, 2020

Nov 30, 20

ASSETS

Current Assets

Checking/Savings

1010 · Petty Cash	300.00
1015 · Cash on Hand	500.00
1016 · Chase - Checking	327,976.18
1018 · Chase - Savings	1,834,211.86
1020 · Blackhawk Checking	372,786.25
1030 · Blackhawk Savings	69.01
1060 · IL Epay Funds	86,073.20
1070 · JP Morgan Securities	6,289.71
<b>Total Checking/Savings</b>	<b>2,628,206.21</b>

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Kenneth A. Michaels, Jr, President Date

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Lydia Ryberg, Treasurer Date

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Deborah Martin, District Clerk Date

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

## Northern Moraine Wastewater Reclamation District

## Profit &amp; Loss Budget vs. Actual

May 1, 2020 through October 31, 2020

Accrual Basis

	May - Nov 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4010 · Property Tax Income	118,381.61	119,608.70	(1,227.09)	99.0%
4090 · Replacement Tax Income	226.93	934.74	(707.81)	24.3%
4300 · Sewer Permit Income	900.00	2,100.00	(1,200.00)	42.9%
4500 · Sewer Usage Income	1,574,298.16	2,668,056.84	(1,093,758.68)	59.0%
4510 · Connection Fees	86,576.00	198,030.00	(111,454.00)	43.7%
4520 · Penalty Income	44,779.96	84,284.61	(39,504.65)	53.1%
4600 · Refund Income	20,592.16	100.00	20,492.16	20,592.2%
4730 · Interest Income	8,369.82	18,500.00	(10,130.18)	45.2%
4810 · Bond Proceeds	0.00	5,000,000.00	(5,000,000.00)	0.0%
4900 · Miscellaneous Income	33,131.84	3,000.00	30,131.84	1,104.4%
4910 · Hauled Waste Income	30,457.20	24,777.22	5,679.98	122.9%
4930 · Engin. & Legal Rev. Fees	0.00	5,000.00	(5,000.00)	0.0%
<b>Total Income</b>	<b>1,917,713.68</b>	<b>8,124,392.11</b>	<b>(6,206,678.43)</b>	<b>23.6%</b>
<b>Gross Profit</b>	<b>1,917,713.68</b>	<b>8,124,392.11</b>	<b>(6,206,678.43)</b>	<b>23.6%</b>
<b>Expense</b>				
5000 · Salaries	396,078.20	783,390.86	(387,312.66)	50.6%
5010 · Payroll Tax Expense	27,507.64	58,754.31	(31,246.67)	46.8%
5020 · Payroll Expenses-other	450.00	900.00	(450.00)	50.0%
5030 · Employee Insurance	97,524.22	160,568.65	(63,044.43)	60.7%
5040 · Trainings & Seminars	2,752.52	11,900.00	(9,147.48)	23.1%
5050 · Clothing Allowance	62.22	2,600.00	(2,537.78)	2.4%
5060 · IMRF Employer Contribution Exp.	34,898.71	71,366.90	(36,468.19)	48.9%
5110 · Maintenance-Buildings	18,800.47	18,000.00	800.47	104.4%
5120 · Maintenance-Vehicles	10,698.57	11,000.00	(301.43)	97.3%
5130 · Maintenance-Equipment	1,185.73	20,500.00	(19,314.27)	5.8%
5140 · Maintenance-Utility System	59,665.51	80,000.00	(20,334.49)	74.6%
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	2,247.80	9,000.00	(6,752.20)	25.0%
5220 · Motor Fuel & Lube	9,023.21	11,500.00	(2,476.79)	78.5%
5230 · Vehicle Supplies	0.00	350.00	(350.00)	0.0%
5240 · Lab Supplies	7,229.15	15,000.00	(7,770.85)	48.2%
5245 · Miscellaneous Equipment	361.00	2,000.00	(1,639.00)	18.1%
5250 · Small Tools	226.95	1,200.00	(973.05)	18.9%
5255 · Chemicals Expense	46,264.33	83,000.00	(36,735.67)	55.7%
5260 · Safety Equipment	5,721.81	5,500.00	221.81	104.0%
5320 · General Insurance	85,847.86	73,088.00	12,759.86	117.5%
5330 · Telephone Expense	20,346.06	34,540.00	(14,193.94)	58.9%
5360 · Utilities	82,981.29	151,000.00	(68,018.71)	55.0%
5361 · Security System	10,046.39	10,700.00	(653.61)	93.9%
5380 · Rentals	0.00	600.00	(600.00)	0.0%
5390 · Travel Expense	133.05	2,200.00	(2,066.95)	6.0%
5410 · Software Support	16,665.01	30,320.00	(13,654.99)	55.0%
5420 · Accounting Service	7,600.00	9,600.00	(2,000.00)	79.2%
5430 · Professional Lab Testing	2,569.70	7,000.00	(4,430.30)	36.7%
5435 · Julie Locate Expense	3,164.68	3,400.00	(235.32)	93.1%
5440 · Engineering Service	0.00	3,000.00	(3,000.00)	0.0%
5450 · Legal Expense	44,407.45	35,500.00	8,907.45	125.1%
5460 · Permit Fees	18,000.00	18,000.00	0.00	100.0%
5480 · Other Professional Services	61,836.96	93,600.00	(31,763.04)	66.1%
5510 · Office Supplies	3,036.81	7,000.00	(3,963.19)	43.4%
5520 · Postage	15,399.29	25,000.00	(9,600.71)	61.6%
5530 · Website Expense	154.00	2,500.00	(2,346.00)	6.2%
5540 · Printing & Publishing	4,209.66	9,300.00	(5,090.34)	45.3%
5550 · Publications & Subscriptions	0.00	200.00	(200.00)	0.0%
5560 · Membership Dues	2,891.00	4,860.00	(1,969.00)	59.5%
5630 · Bank Service Charges	8,161.65	13,800.00	(5,638.35)	59.1%
5640 · Interest Expense	37,543.69	476,739.17	(439,195.48)	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 - Nov 20	Budget	\$ Over Budget	% of Budget
66900 · Reconciliation Discrepancies	0.00			
<b>Total Expense</b>	1,155,489.38	2,390,077.89	(1,234,588.51)	48.3%
<b>Net Ordinary Income</b>	762,224.30	5,734,314.22	(4,972,089.92)	13.3%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
6010 · Office Equipment over \$500	1,070.73	3,200.00	(2,129.27)	33.5%
6030 · Capitalized Treatment Upgrade	1,672,737.49	6,860,000.00	(5,187,262.51)	24.4%
6040 · Bond Principal Payable	0.00	393,818.00	(393,818.00)	0.0%
6070 · Building Improvements	13,949.94	25,000.00	(11,050.06)	55.8%
<b>Total Other Expense</b>	1,687,758.16	7,282,018.00	(5,594,259.84)	23.2%
<b>Net Other Income</b>	(1,687,758.16)	(7,282,018.00)	5,594,259.84	23.2%
<b>Net Income</b>	<b>(925,533.86)</b>	<b>(1,547,703.78)</b>	<b>622,169.92</b>	<b>59.8%</b>



**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
<b>Cumulative Total:</b>						<b>\$ 45,472.00</b>

**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	7	25850	\$1,285.20	\$1,968.60
Jan-21				\$1,642.20
Feb-21				\$1,632.00
Mar-21				\$2,682.60
Apr-21				\$2,488.80
<b>Total</b>	<b>143</b>	<b>479300</b>	<b>\$27,346.20</b>	<b>\$20,671.20</b>

	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
	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	
December	12/7/2020	Weidners	3500	Flat Rate	\$183.60	11:15am	Septic
	12/9/2020	Weidners	3750	Flat Rate	\$183.60	9:10am	Septic
	12/10/2020	Weidners	3600	Flat Rate	\$183.60	1:05pm	Septic
	12/11/2020	Weidners	3700	Flat Rate	\$183.60	1:10pm	Septic
	12/15/2020	Weidners	3800	Flat Rate	\$183.60	12:35pm	Septic
	12/17/2020	Weidners	3800	Flat Rate	\$183.60	2:50pm	Septic
	12/29/2020	Weidners	3700	Flat Rate	\$183.60	1:35pm	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
12/2/2020	316 Richard Ct	LM	Richards	Repair	Sosa/Blanton	0214-C	\$ 100.00	-
12/2/2020	520 Wegner Rd	LM	Wegners	Modification	O'Kerns/S&K Plumbing	5038-A	\$ 100.00	-

	Standard Connections	Darrell Road Connections
<b>FY 2020 - 2021 Total:</b>	\$ 69,466.00	\$ 32,480.00
<b>Approved Budget FY 2020 - 2021</b>	\$ 108,536.00	\$ 25,984.00
<b>Approved +/- vs. Current YTD</b>	\$ (39,070.00)	\$ 6,496.00



## NORTHERN MORAINE W R D

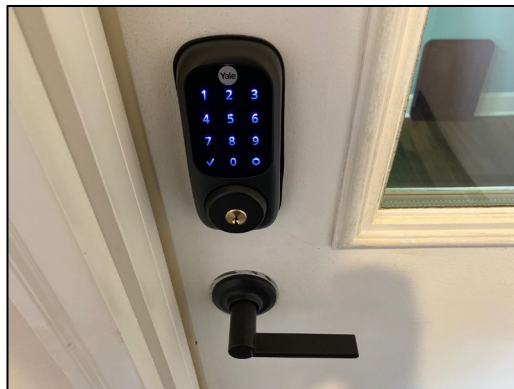
### **NMWRD December 2020 Operations Report**

As of January 7th, 2021

Prepared by: Luke Markko, Superintendent

**COVID-19 Response** – At the time of writing this report starting January 11<sup>th</sup>, Operations staff will resume working the normal M-F 7:00am – 3:30pm shift. Operations staff have been extremely flexible with several shift adjustments over the past 10 months. This move will return a small bit of normalcy back to our workdays and help with having full staffing for 8hrs each day. Strict adherence to social distancing and use of PPE will be required of all staff.

**Keyless Locks at District Office** – New door locks were installed in the vestibule doors of the District Office. This was prompted by one of the door handles breaking and has potential advantages if employed at more locations. In the COVID era we are living in, it can be utilized to provide remote access to others while avoiding in-person interactions. It can provide quick and easy security adjustments if we were to change cleaning services, or in the event of staff turnover. Instead of needing to track down keys, access codes can simply be created or deleted. It also has the added benefit of allowing access if you forget your keys!



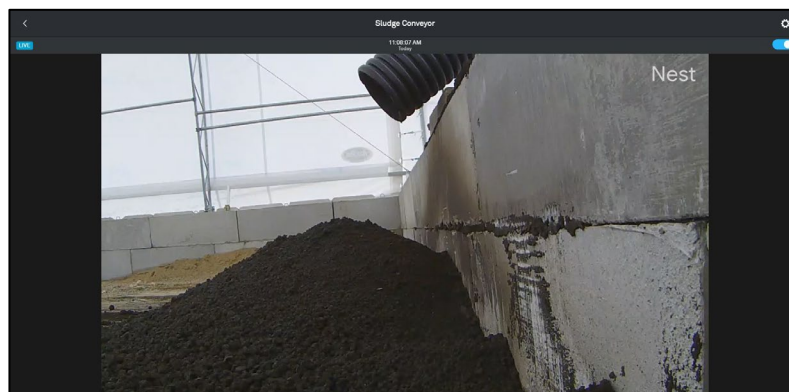
Illuminated touchpad allows simple easy use.

**Sludge Conveyor** – A new sludge conveyor has been selected. Following a successful trial with an agricultural grain auger staff have selected a similar auger that measures 61 feet in length. This will allow dewatered sludge to be deposited further into the covered bed and reduce the need to frequently move it. Staff are currently working with a dealer to order the auger and select equipment options.



## NORTHERN MORAIN W R D

**Additional Nest Camera** – We continue innovate with the technologies available to improve our operations. Staff have recently installed a Nest camera in the sludge bed that receives dried sludge from the centrifuge. This allows staff to monitor the pile as it accumulates and know when to move the sludge with the front-end loader. The camera feed can be viewed via computer or smartphone, so a quick check is easily accomplished as staff go about their daily tasks.



This perspective allows operators to see how high the sludge pile is getting.

**District Office Backup Generator** – Annual service of all District backup generators is underway. It was discovered that the backup generator for the District Office is in need of significant repairs. Repairs that are cost prohibitive when compared to replacing the unit. Staff are soliciting prices for a replacement and will be scheduling the installation.



The District Office generator has seen better days.

**2020 F-250 Utility Truck** – The recently purchased F-250 has been equipped with a spray-on bedliner, mudflaps, and floor mats to protect the District's investment.

**Televising Van Upfitting** – Staff have begun selecting items to turn the cargo van that was purchased last fall into a mobile sewer televising unit. The van will be equipped with equipment for deploying and operating a robotic camera that is used to inspect and document all of the District's gravity sewer mains via monitors and data storage in what will be a mobile workstation. A generator will be installed to power this equipment along with climate controls and a wash water system.







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**NASSCO Training** – District staff have begun training to become certified by the National Association of Sewer Service Companies (NASSCO). This provides a standard approach to grading deficiencies seen in sewer lines and manhole structures as they are televised and inspected. This provides consistency from person to person and across the industry. Please see the Engineering Report for more details.

**Headworks MS2 Bar Screen** – Last month saw the delivery of the new Headworks MS2 bar screen. The control panel for this unit was recently delivered. See Engineering Report for more details.

**New Salt Spreader** – A new salt spreader was installed on one of the John Deere Gator UTVs. This allows rapid salting of our parking lots and many sidewalks at the treatment plant.



The UTV mounted spreader allows great mobility to hard to reach areas.

**RAS Panel Replacement and Flow Meter** – This project is closely related to the North Clarifier repairs. As was mentioned in last month's report, the Return Activated Sludge (RAS) station that pumps sludge collected in the clarifiers back to the Oxidation Ditch needs a new control panel. As part of the new conduit bank installed to supply power and data to the clarifier, additional conduits were provided to replace the aging power and data feeds to the RAS station. The new panel is equipped with a programmable logic controller (PLC) that will be integrated into the developing SCADA network. The PLC will act as an information hub for the equipment in that vicinity. In addition to the panel replacement, a flow meter and concrete structure have been purchased. This will allow the construction of an underground meter vault that will measure the flow leaving the RAS station. This will allow for more refined adjustments to the operation of the oxidation ditch to be made, and can be employed in the future for biological phosphorous removal. Staff are coordinating with contractors to schedule the completion of these items.







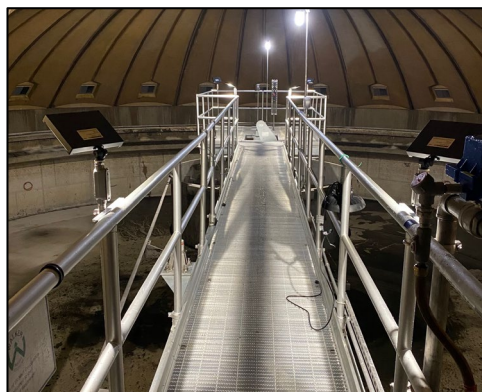
## NORTHERN MORAIN W R D

**North Secondary Clarifier** – The North Clarifier is back in service! This is the culmination of a great deal of effort put forward by all staff, our engineers, many contractors. Last year at this time we were in the stages of exploring dewatering plans, obtaining soil boring samples, installing groundwater monitoring wells and still determining how we were going approach mitigating the significant damages to an absolutely critical piece of infrastructure. I count myself lucky to be part of a team that was able to pull this off with an atypical industry approach that kept costs in check and required a high level of engagement by staff with the minutia of every facet of the reconstruction process. We have achieved a final product that is far superior to what the original clarifier was and have all grown from the experience.



Filling of the North Clarifier.

- Final electrical work was completed to supply power to the clarifier's drive mechanism and provide lighting and outlets within the clarifier. This allowed Walker Process Equipment, the mechanism manufacturer to send technicians to perform a final evaluation of the clarifier mechanism to ensure it had been installed and operated to their standards.



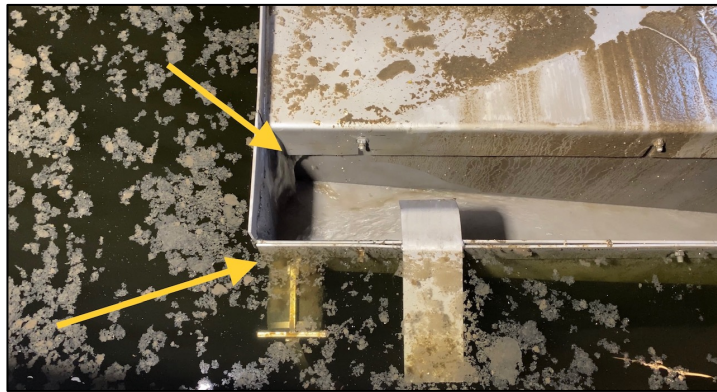
New LED lighting installed by District staff.





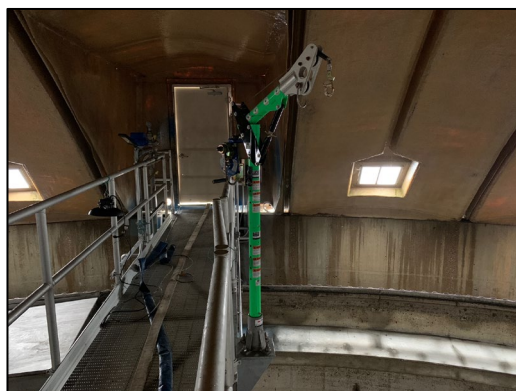
## NORTHERN MORAINÉ W R D

- Upon initially filling the clarifier it was discovered that the scum beach, a structure that receives scum that is collected from the water surface was not level. This required the tank be taken down, and re-leveling of the structure by DPS, the mechanism installer.



Undesired flow into unlevel scum beach.

- Fall protection/confined space entry equipment was a consideration in the reconstruction of the clarifier. A mounting point was provided on the side of the catwalk that allows temporary installation of a mast and winch that provide protections against falls, and a lifeline for confined space entry. This is an improvement to the former method that required installation of a heavy base plate that is clamped to the deck of the catwalk. This allows preparation for tank entry to take seconds rather than 30+ minutes.



Mast with winch installed in bridge mounted "davit" base.





## NORTHERN MORAINÉ W R D

- What we have gained from the North Clarifier Project...
  - Groundwater monitoring wells.
  - Expanded knowledge of the geological strata in our vicinity.
  - Dewatering standpipes surrounding the Clarifier.
  - New incoming and outgoing piping.
  - New concrete floor with not one, but two mats of reinforcing rebar.
  - 24 stainless steel, floor-mounted pressure relief valves.
  - 8 stainless steel wall-mounted pressure relief valves.
  - A new stainless steel clarifier mechanism.
  - A new clarifier drive.
  - Hot-dip galvanized steel catwalk w/ aluminum grating and rails.
  - New efficient LED interior lighting.
  - New conduit bank from Chemical Building to feed both clarifiers and RAS station.
  - Automated spray bar for surface scum.
  - Enhanced safety devices.
  - Recoated dome.
  - Invaluable knowledge.

This was accomplished by us! We had no general contractor as is the typical industry standard. We coordinated with all the trades and engineers directly, to achieve as budget-friendly an outcome as possible while still producing a superior piece of infrastructure that will provide many years of service. Under normal circumstances this would be a great accomplishment. We have done this while navigating the uncharted waters of a global pandemic that has brought with it quarantines, working remotely, adaptive shift schedules, staff testing for infection, and a lot of stress. Not to mention continuing to maintain the day-to-day operation of our facilities and dedicating many staff hours to the Lily Lake Rd. project. This is remarkable! I am grateful for our hardworking staff and what we have accomplished here together.



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## NORTHERN MORAIN W R D

### NMWRD Engineering Report

Date: January 8<sup>th</sup>, 2020

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

#### **Wegner Road Storm Improvements:**

*[Project Update]* – There are no new updates relating to the Wegner Road Storm Improvements project. District operators have been instructed to keep an eye out for JULIE locates in the area to ensure that we have a staff member on-site when excavating begins. As of January 1<sup>st</sup>, there is no proposed start date for this project.

#### **Asset Management:**

*[Project Update]* – The District continued to meet (virtually) with the Cartegraph project implementation team throughout the month of December. Significant developments relating to the new Asset Management Software include the following. We are currently awaiting a recommendation for a shared folder location of historic CCTV footage so that Operators can view these files within the Cartegraph app. District Superintendent, Luke Markko and District Staff Engineer, Joe Lapastora completed “train the trainer” training which will allow these staff members to train the rest of the operations staff once the NMWRD site goes live. The test site went live on November 23<sup>rd</sup> 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 prepare for the go-live phase. The full implementation timeline is built through March 2021, at which point, we can expect Cartegraph to go fully live. Finally, the District will consider going “all-in” with Cartegraph sooner than later, as we are starting to see the full potential of this Asset Management Software. A quote is in the works to rope in the treatment plant and the remaining assets in the collection system. Should the District pursue, this would allow the District to consolidate all data collection methods strictly into Cartegraph and SCADA (i.e. cut ties with Upkeep and possibly Zapier/iAuditor).

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

*[Project Update]* – A detailed Sewer Televising & Cleaning Plan has been adopted which dictates the breakdown of gravity mains that are to be cleaned/televised in any given year, coinciding with the District’s CMOM plan. District Staff Engineer, Joe Lapastora and District Operator, Chris Molidor completed NASSCO virtual training courses over three days from December 15<sup>th</sup> – 17<sup>th</sup>. All remaining operators will be assigned training in the coming month. 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. See Operations report for updates relating to the District televising van.



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## NORTHERN MORAIN W R D

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

*[Project Update]* – The District is in receipt of all trailing documents as well as the final PDOP report from Fehr-Graham. District staff met in early December to develop an action plan to implement the follow-up initiatives that were recommended in the report. Punchlist items will be performed through various months of 2021 as different items required different implantation deadlines.

### **MS2 Bar Screen at Headworks:**

*[Project Update]* – The District purchased a Headworks brand MS2 bar screen back in April 2020, following a change order switching from the MS1 model to the MS2 model. The District is in receipt of Bar Screen and awaiting install. District Superintendent, Luke Markko and District Staff Engineer, Joe Lapastora will be drafting the RFP in early February for the installation of the Bar Screen. The District is also in receipt of the MS2 controller.

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

*[Project Update]* – See 'LAKEMOOR COMMONS OUTLOTS' section below for updates relating to the unattended fuel station and the addition of a third bay to the existing Woodman's car wash – Note that these updates were previously provided within this section. Updates relating to the Woodman's development include the District continuing discussions with the VOL in late December regarding maintenance guarantee requirements.

### **Lakemoor Commons Outlots:**

*[Project Update]* – The Lakemoor Commons has seen a bloom of activity during the month of December. Potential developments at the Lakemoor Commons Outlots include; Buona Beef Restaurant proposed for a portion of Outlot 5, Chipotle Restaurant proposed for a portion of Outlot 5, and Starbucks Restaurant proposed at an unidentified Outlot. The District was made aware of the re-platting of the outlots for the Lakemoor Commons and we confirmed that each outlot still contains a service stub after the re-platting. The District is in receipt of the preliminary plans for the Buona Beef development and the review is nearly finished. We are still awaiting sanitary sewer plans for the other projects. There are no new updates relating to the expansion of the existing Woodman's car wash from two (2) bays to three (3). The unattended fuel station is near completion and should be open to the public by the end of February 2021. 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.

### **North Clarifier Rehab:**

*[Project Update]* – See the Operations Report for a detailed update regarding the progress on the North Clarifier rehab project.

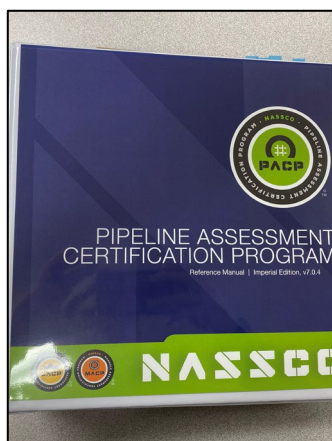




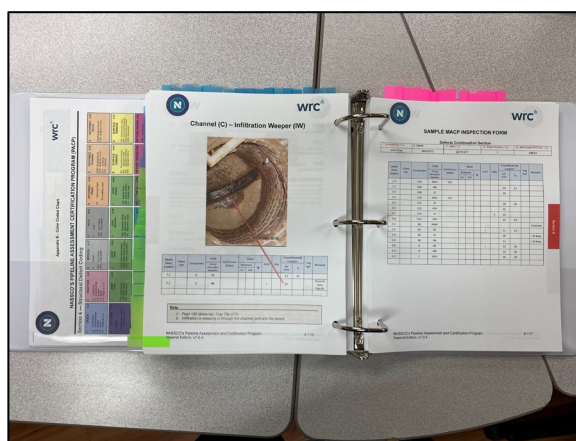


In addition to the work relating to the above projects, the following engineering related work is also being performed;

- The District will continue digitizing physical prints through Hainesville Print and Copy. Due to the administrative staff working from home during the month of December, we briefly paused this project. However, the digitizing will pick back up in early February.
- As previously mentioned in the 'SEWER CLEANING & TELEVISION PLAN' section, District Staff Engineer, Joe Lapastora and District Operator, Chris Molitor both passed their three-day, 23 total hour NASSCO training course. We are now both certified in MACP (manhole assessment certification), PACP (pipeline assessment certification), and LACP (lateral assessment certification). District Operator, Tim Hendrickson is set to take the same course in mid-January which will allow our staff to begin televising our collection system, per NASSCO requirements.

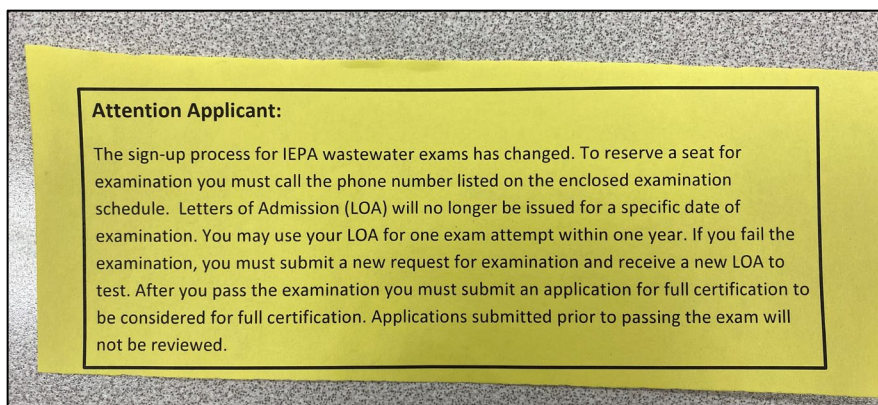


Picture of NASSCO training course binder.



Picture of NASSCO training course binder.

- See below for changes relating to IEPA Wastewater Operator Certification due to COVID-19.



Notice of process change for IEPA Wastewater Operator Exams.



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



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



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



## NORTHERN MORaine WRD

- 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.
- The District recently moved forward with purchasing District provided clothing for staff. We are working with a local embroidery company (Think Ink) to embroider all garments. Sample garments are provided below.



Picture of District clothing with screen print logo.



Picture of District clothing with embroidered logo.



Picture of District clothing with embroidered logo.



Picture of District clothing with embroidered logo.





# NORTHERN MORaine WRD



Picture of District clothing with embroidered logo.



Picture of District clothing with embroidered logo.



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## NORTHERN MORAIN W R D

### DELINQUENT ACCOUNTS RECAP FOR December 2020

Revised: 01/07/21 by Debi Martin, District Clerk

#### \$200-\$300

##### 72 Active Accounts

Island Lake – 38 customers  
38 Notices of Delinquency  
Lakemoor – 29 customers  
29 Notices of Delinquency  
Port Barrington – 5 customers  
5 Notices of Delinquency,

#### \$301-500

##### 73 Active Accounts

Island Lake – 46 customers  
46 Liens – 30 Water Shut Off Notices, 10 Final Water Shut off Notices, 3 Sewer Disconnection Notices, 3 Final Notices of Delinquency  
Lakemoor – 19 customers  
19 Liens – 7 Final Notices of Delinquency, 7 Sewer Disconnection Notices, 5 Water Shut Off Notices  
Port Barrington – 8 customers  
8 Liens - 5 Final Notices of Delinquency, 3 Sewer Disconnection Notices

#### \$501-\$1000

##### 8 Active Accounts

Island Lake – 4 customers  
4 liens – 2 Sewer Disconnection Notices, 2 with water off  
Lakemoor – 3 customers  
3 liens – 2 making payments, 1 to be disconnected  
Port Barrington – 1 customer  
1 lien – 1 disputing charges

#### \$1001 and up

##### 6 Active Accounts

Island Lake – 3 customers  
3 liens – 3 with water off  
Lakemoor – 3 customers  
3 liens – 3 being disconnected

Delinquent Accounts total (active and inactive customers): **\$48,398.39** (\$12,435.29 inactive accts)

Dec 2019's report: **\$53,625.85**

Dec 2018's report: **\$48,549.68**

#### MONTHLY ACTIVITY:

4780	Monthly Bills mailed 12/31/20 (for Dec. service)	72	Notices of Delinquency mailed 1/05/21
413	Bills <u>not</u> mailed – customers prepaid on their accounts	15	Final Notices of Delinquency mailed 1/04/21
35	Water Shut Off Notices mailed on 1/04/21	21	Real Estate closings for December 2020
15	Sewer Disconnection Notices mailed on 1/05/21	44	Liens filed for December
47	Liens released in December	10	Final Water Shut off Notices mailed 1/04/21



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## NORTHERN MORAINE W R D

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### AGENDA ITEM # 10A

<b><u>Meeting Date:</u></b>	January 12, 2021
<b><u>Item:</u></b>	2021 Tax Abatement
<b><u>Staff Recommendation:</u></b>	Motion to Adopt Ordinance 21-01, authorizing the County Clerks of Lake and McHenry County to Abate and not spread General Obligation Bond Tax for 2020 in the amount of \$455,548.00
<b><u>Staff Contact:</u></b>	Mohammed M. Haque, District Manager

---

**Background:**

Pursuant to our new 2019 General Obligation Bond order, a copy of which is attached, we are required to generate a tax sufficient to produce the sum of \$455,548.00. The District has taken the position over the years that we will pay for our debt obligation through usual and customer user fees and have abated the levy for this bond order. Accordingly, for 2020 tax payable in 2021, we need to abate \$455,548.00. Adoption of this ordinance will allow staff to direct the Clerks of the Counties of Lake and McHenry to abate and not spread that tax.

**Recommendation:**

Adopt the ordinance abating the General Obligation Bond Tax for the 2020 tax year.

**Votes Required to Pass:**

Simple Majority, via a roll call vote



ORDINANCE NO. 21-01

AN ORDINANCE abating taxes levied for year 2020 for the General Obligation Refunding Bonds (Alternate Revenue Source), Series 2019 of the Northern Moraine Wastewater Reclamation District.

WHEREAS, the Board of Trustees (the “Board”) of the Northern Moraine Wastewater Reclamation District, Lake and McHenry Counties, Illinois (the “District”), did adopt an ordinance (the “Ordinance”) authorizing the issuance of its \$4,100,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2019 (the “Outstanding Bonds”); and

WHEREAS, said Ordinance was in full force and effect forthwith upon passage, approval and publication, and thereafter a certified copy thereof was duly filed in the Office of the County Clerks in Lake and McHenry Counties; and

WHEREAS, said Ordinance did authorize the issuance of the Outstanding Bonds, and did provide for the levy of a direct annual tax upon all taxable property within the District in and for the year 2020, in an amount sufficient to pay the principal of and interest on the Outstanding Bonds when due in 2021; and

WHEREAS, principal and interest on the Outstanding Bonds due in 2020 are being paid from other available funds thereby eliminating the need for the 2020 tax levy to pay the Outstanding Bonds; and

WHEREAS, the Board of the District hereby finds and determines that it is advisable and necessary to provide for abatement of the tax heretofore levied for the year 2020 to pay the Outstanding Bonds;

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT, LAKE AND MCHENRY COUNTIES, ILLINOIS, AS FOLLOWS:

Section 1. Abatement. That it shall be and it is found and determined that the Board of the District has provided for the levy of a direct annual tax upon all taxable property within the District in and for the year 2020 in an amount sufficient to provide the funds to pay when due the principal of and interest on the Outstanding Bonds heretofore issued by the District. It is further found and determined that the Board deems it advisable and in the best interests of the District to provide for abatement of the taxes heretofore levied for the year 2020 pursuant to the Ordinance as follows:

Levy Year	Collection Year	Total Levy Abatement
2020	2021	\$455,548.00

Section 2. Filing. A copy of this ordinance, duly certified by the District, which certificate shall recite that this ordinance has been adopted by the Board of said District and is in full force and effect, shall be filed with the County Clerks of Lake and McHenry Counties, Illinois, shall constitute authority for each County Clerk for the year 2020, to abate the said levy in the amounts and in said year as shown above in Section 1 associated with the Outstanding Bonds.

Section 3. Severability. If any section, paragraph or provision of this ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this ordinance.

Section 4. Publication. The District is hereby authorized and directed to publish this ordinance and to file copies thereof for public inspection in his/her office.

Section 5. Conflicting Ordinances. All ordinances, resolutions and parts of ordinances and resolutions, in conflict herewith are hereby repealed.

Section 6. Headings. The headings or titles of the several sections shall be solely for convenience of reference and shall not affect the meaning, construction or effect of this ordinance.

Section 7. Effective Date. This ordinance shall be in full force and effect from and after its adoption and publication.

ADOPTED this January 12, 2021, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED this January 12, 2021.

---

President, Board of Trustees  
Northern Moraine Wastewater Reclamation  
District

ATTEST:

---

Secretary, Board of Trustees  
Northern Moraine Wastewater Reclamation  
District

STATE OF ILLINOIS                    )  
  ) SS  
COUNTY OF LAKE                    )

FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk, County of Lake, Illinois, and as such official I do further certify that on the \_\_\_\_ day of \_\_\_\_\_, 2021, there was filed in my office a duly certified copy of Ordinance No. \_\_\_\_\_ entitled:

AN ORDINANCE abating taxes levied for year 2020 for the General Obligation Refunding Bonds (Alternate Revenue Source), Series 2019 of the Northern Moraine Wastewater Reclamation District.

duly adopted by the Board of Trustees of the Northern Moraine Wastewater Reclamation District, on the \_\_ day of \_\_\_\_\_, 2021, and that the same has been deposited in the official files and records of my office.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said County, this \_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
County Clerk of Lake, Illinois

(SEAL)

STATE OF ILLINOIS                    )  
  ) SS  
COUNTY OF MCHENRY                )

FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk, County of McHenry, Illinois, and as such official I do further certify that on the \_\_\_\_ day of \_\_\_\_\_, 2020, there was filed in my office a duly certified copy of Ordinance No. \_\_\_\_\_ entitled:

AN ORDINANCE abating taxes levied for year 2020 for the General Obligation Refunding Bonds (Alternate Revenue Source), Series 2019 of the Northern Moraine Wastewater Reclamation District.

duly adopted by the Board of Trustees of the Northern Moraine Wastewater Reclamation District, on the \_\_ day of \_\_\_\_\_, 2021, and that the same has been deposited in the official files and records of my office.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said County, this \_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
County Clerk of McHenry, Illinois

(SEAL)

## CERTIFICATION

I, Deborah Martin, Clerk in and for the NORTHERN MORAINÉ WASTEWATER RECLAMATION DISTRICT, Island Lake, Illinois, and keeper of the official records, files and seal thereof, do hereby certify that the attached document is a true and correct copy of:

“ORDINANCE 21-01” “AN ORDINANCE TO ABATE THE TAX ON THE NORTHERN MORAINÉ WASTEWATER RECLAMATION DISTRICT GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE) SERIES 2019, FOR THE YEAR OF 2020.”

Passed and approved by the Board of Trustees of the NORTHERN MORAINÉ WASTEWATER RECLAMATION DISTRICT Island Lake, Illinois.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the NORTHERN MORAINÉ WASTEWATER RECLAMATION DISTRICT, Island Lake, Illinois, this 12<sup>th</sup> day of January, 2021.

---

Deborah Martin, District Clerk

(SEAL)



**BOND ORDER**

The undersigned, President of the Board of Trustees (the "Board") of the Northern Moraine Wastewater Reclamation District, Lake and McHenry Counties, Illinois (the "District"), on behalf of the District, hereby orders, pursuant to Ordinance 19-07 adopted by the Board on October 8, 2019 (the "Bond Ordinance"), that the District's General Obligation Refunding Bonds (Alternate Revenue Source), Series 2019 (the "Bonds"), shall be issued in the amount of \$4,100,000 and shall be dated December 4, 2019.

The Bonds shall be issued to refund the District's General Obligation Bonds (Alternate Revenue Source), Series 2010 (the "Refunded Bonds"). The President and Secretary are authorized to execute an escrow and defeasance agreement and to establish an escrow account for the Refunded Bonds, and to approve and execute any certificates and documents on behalf of the District in connection with the refunding of the Refunded Bonds. The Amalgamated Bank of Chicago is hereby appointed to serve as escrow agent for the Refunded Bonds.

The Bonds shall be payable from and secured by a pledge of (i) revenues received by the District from operations to the fullest extent permitted by law, including Sections 13 and 15 of the Sanitary Act, (ii) revenues received by the District from any levy for special services under Section 19.1 of the Sanitary Act, and (iii) such other funds of the District as may be lawfully available and annually appropriated for such purpose (collectively, the "Pledged Revenues"), and (ii) to the extent such revenues are insufficient, ad valorem taxes levied against all taxable property in the territory of the Issuer without limitation as to rate or amount.

It is further ordered that the Bonds shall be issued in denominations of \$5,000 or \$5,000 integrals in excess thereof, shall become due and payable and shall bear interest payable semi-annually on May 1 and November 1 each year, beginning May 1, 2020, at the interest rates all as set forth below:

Year of Maturity ( <u>May 1</u> )	Principal <u>Amount</u>	<u>Interest</u>
2029	\$4,100,000	2.02%

The Bonds are subject to optional prepayment, in whole or in part, on any date on or after May 1, 2025, at a prepayment price equal to 100% of the principal amount prepaid plus accrued interest to the date fixed for prepayment

The Bonds are subject to mandatory sinking fund redemption prior to maturity on the dates and in the amounts as follows:

Term Bond due	
<u>May 1, 2029</u>	
5/1/2020	\$360,000
5/1/2021	380,000
5/1/2022	390,000
5/1/2023	400,000
5/1/2024	405,000
5/1/2025	415,000
5/1/2026	425,000
5/1/2027	435,000
5/1/2028	440,000
5/1/2029	450,000*

\*Final Maturity

Taxes shall be levied from 2019 to 2028, and collectible in 2020 to 2029, in the amount as follows:

<u>For the Levy Year</u>	<u>A Tax Sufficient to Produce the Sum of:</u>
2019	\$393,818.17 (for principal and interest)
2020	\$455,548.00 (for principal and interest)
2021	\$457,872.00 (for principal and interest)
2022	\$459,994.00 (for principal and interest)
2023	\$456,914.00 (for principal and interest)
2024	\$458,733.00 (for principal and interest)
2025	\$460,350.00 (for principal and interest)
2026	\$461,765.00 (for principal and interest)
2027	\$457,978.00 (for principal and interest)
2028	\$459,090.00 (for principal and interest)

The Bonds are hereby designated qualified tax-exempt obligations for the purposes of Section 265(b) of the Internal Revenue Code of 1986, as amended and in effect on the issue date of the Bonds.

The undersigned hereby directs that the Bonds be sold and delivered to JPMorgan Chase Bank, N.A., as purchaser of the Bonds (the "Underwriter"), for the purchase price of \$4,100,000.

The undersigned hereby selects and appoints the Treasurer of the District to serve as registrar and paying agent for the Bonds (the "Registrar" and "Paying Agent").

As Board President, I hereby find and determine that no person holding any office of the District either by election or appointment, is in any manner interested, in his or her own name, or in the name of any other person, association, trust company or corporation, in the purchase of the Bonds. The proceeds of the Bonds are to be used to pay for (a) refunding the Refunded Bonds, and (b) paying necessary and incidental costs of issuance, all for the benefit of the inhabitants of the District.

Capitalized terms used herein and not otherwise defined shall have the meanings ascribed thereto in the Bond Ordinance.

Dated: November 12, 2019.

NORTHERN MORAIN WASTEWATER  
RECLAMATION DISTRICT, LAKE AND MCHENRY  
COUNTIES, ILLINOIS

By:   
President, Board of Trustees

[SIGNATURE PAGE TO THE BOND ORDER]



## NORTHERN MORAINE W R D

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### AGENDA ITEM # 10B

<b><u>Meeting Date:</u></b>	January 12, 2021
<b><u>Item:</u></b>	Approve a Resolution Regarding Emergency Responders Under the Families First Coronavirus Response Act
<b><u>Staff Recommendation:</u></b>	Motion to Adopt a Resolution Regarding Emergency Responders Under the Families First Coronavirus Response Act
<b><u>Staff Contact:</u></b>	Mohammed M. Haque, District Manager

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#### **Background:**

The Families First Coronavirus Response Act was passed in 2020 in order to give individuals some time off in the event that they contracted COVID or had close contact to a COVID positive individual. Municipalities and sanitary districts in charge of critical infrastructure have taken the approach that they were exempt since they perform essential functions. I was of the same opinion for the first several months of the pandemic. The District remained flexible and several staff members were able to work remotely for a good portion of the However, with the prolonged length of the pandemic, and the increased second wave of the infections, we have had to re-think our approach. Our attorney, Vic Filippini was able to provide the attached resolution that allows us to differentiate between critical and non-critical staff and gives the District Manager the flexibility to award FFCRA benefits.

To date, I anticipate that 3-5 days of sick leave would qualify under the attached Resolution. Since we have started to re-integrate staff, it is expected that future infections will require additional use. This resolution allows the FFCRA use, while still allowing for staffing to perform essential functions. Since FFCRA adoption is a requirement, the District is best served by adopting a policy such as the one attached.

#### **Recommendation:**

District Staff recommends Adoption of a Resolution Regarding Emergency Responders Under the Families First Coronavirus Response Act

#### **Votes Required to Pass:**

Simple Majority, via a roll call vote



**NORTHERN MORAINÉ WASTEWATER RECLAMATION DISTRICT**

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION REGARDING EMERGENCY RESPONDERS  
UNDER THE FAMILIES FIRST CORONAVIRUS RESPONSE ACT**

**WHEREAS**, the Northern Moraine Wastewater Reclamation District (the “***District***”) is a sanitary district operating pursuant to the authority set forth in the Illinois Sanitary District Act of 1917, 70 ILCS 2405 (the “***Act***”); and

**WHEREAS**, one of the primary responsibilities of the District is to collect, transport, and treat sewage in a manner that is essential to the protection of the public health, safety, and welfare (the “***Public Health Functions***”); and

**WHEREAS**, the United States Congress enacted H.B. 6201 [P.L. 116-127], also known as the Families First Coronavirus Response Act (“***FFCRA***”), in response to the COVID-19 pandemic; and

**WHEREAS**, the FFCRA includes the Emergency Family and Medical Leave Expansion Act (the “***Emergency FMLA***”) and the Emergency Paid Sick Leave Act (the “***Emergency Sick Leave Act***”); and

**WHEREAS**, both the Emergency FMLA and Emergency Sick Leave Act provide enhanced opportunities for workers to take leaves of absences from their employment; and

**WHEREAS**, the Emergency FMLA and Emergency Sick Leave Act also provide employers with the right to except “emergency responders” from such enhanced leave opportunities; and

**WHEREAS**, the District’s employees involved in the Public Health Functions who are identified on Exhibit A attached to and made a part of this Resolution (the “***District Emergency Employees***”) qualify as “emergency responders” under the Emergency FMLA and Emergency Sick Leave Act; and

**WHEREAS**, in order to minimize disruption in the Public Health Functions of the District, the President and Board of the District have determined that it is in the best interest of the District

and its residents to declare the District Emergency Employees as “emergency responders” for purposes of the Emergency FMLA and Emergency Sick Leave Act;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT, LAKE AND McHENRY COUNTIES, ILLINOIS, AS FOLLOWS:**

**SECTION ONE: Recitals.** The foregoing recitals are incorporated herein as if fully set forth.

**SECTION TWO: Declaration of Emergency Responders; Exception under FFCRA.**  
The District Board hereby formally declares that, as of December 1, 2020, the District Emergency Employees shall be deemed “emergency responders” for purposes of the Emergency FMLA and Emergency Sick Leave Act, which District Emergency Employee shall not be eligible for the enhanced benefits under the Emergency FMLA and Emergency Sick Leave Act. Notwithstanding the foregoing sentence, the District Manager shall retain discretion to consider requests by District Emergency Employees for special leave, but no such special leave will be granted unless the District Manager determines that such special leave will not unduly impact the District’s ability to perform its Public Health Functions effectively.

**SECTION THREE: Effective Date.** This Resolution shall be in full force and effect immediately following its passage and approval, provided that such Resolution includes the ratification of the declaration in Section 2 of this Resolution.

PASSED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 202\_\_.

AYES: ( )

NAYS: ( )

ABSENT: ( )

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
District Clerk

## EXHIBIT A

### **District Emergency Employees**

All Operations Staff required to be On-Call or available to respond to an Emergency.





**NORTHERN MORAINE**  
**W R D**

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**Meeting Date:** January 12, 2020

**Item:** Approve Resolution Adopting a Capital Asset Policy

**Staff Recommendation:** Motion to Adopt a Resolution Adopting a Capital Asset Policy

**Staff Contact:** Mohammed M. Haque, District Manager

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**Background:**

During the District's Annual Audit, our Auditor recommended that we adopt a Capital Asset Policy, since it was a critical planning item that was missing in our financial toolbox. The attached will create a formal Capital Asset Policy for the District and will be reflected in future audits.

**Recommendation:**

District Staff recommends approval of a Resolution Adopting a Capital Asset Policy of the Northern Moraine Wastewater Reclamation District.

**Votes Required to Pass:**

Simple Majority, via a roll call vote



## **CURRENT RECOMMENDATIONS**

### 1. **CAPITAL ASSET POLICY**

#### Comment

During our current year-end audit procedures, we noted the District does not have a formal capital asset policy to provide guidance on the financial aspects and stewardship of capital assets. With respect to the financial aspects, guidance should be provided on the minimum dollar amount and minimum useful life for an item to be capitalized as a capital asset. Stewardship issues include the physical custody of capital assets.

#### Recommendation

We recommend that the District adopt a capital asset policy, which addresses both financial, and stewardship issues. As part of developing the capital asset policy, a review of the current capitalization amount and estimated useful life should be performed for both financial reporting and stewardship. The capital asset policy should also establish standard depreciation methods and useful lives to be applied to specific categories of assets. With respect to stewardship, the policy should address location of assets, tagging, physical access and security and frequency of periodic inventories.

**RESOLUTION**

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE NORTHERN MORaine  
TEWATER RECLAMATION DISTRICT that the District adopts the attached Capital Asset  
Policy for the Northern Moraine's assets.

DATED this \_\_\_ day of \_\_\_\_\_, 2021

NORTHERN MORaine WASTEWATER  
RECLAMATION DISTRICT, an  
Illinois Municipal Corporation,

By: \_\_\_\_\_  
PRESIDENT

SEAL

ATTEST

\_\_\_\_\_  
DISTRICT CLERK

# Northern Moraine Wastewater Reclamation District

## Capital Asset Policy

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### INTRODUCTION

#### **Purpose**

The purpose of this capital asset policy is to provide control and accountability over capital assets, and to gather and maintain information needed for the preparation of financial statements. The Northern Moraine Wastewater Reclamation District capital asset policy is herein established to safeguard assets and to insure compliance with GASB34 for governmental financial reporting.

#### **Overview**

This policy is herein established to safeguard and address the Northern Moraine Wastewater Reclamation District's investment in property, which comprises a significant resource. This policy is meant to ensure compliance with various accounting and financial reporting standards including Generally Accepted Accounting Principles (GAAP), and Governmental Accounting, Auditing, and Financial Reporting (GAAFR).

Further, this policy is meant to reflect the Northern Moraine Wastewater Reclamation District's desire to meet the reporting requirements set forth in the Governmental Accounting Standards Board (GASB) Statement No. 34. Specifically, the GASB Statement No. 34 states that governments should provide additional disclosures in their summary of significant accounting policies including the policy for capitalizing assets and for estimating the useful lives of those assets which is used to calculate the depreciation expense. The Statement also requires disclosure of major classes of assets, beginning and end-of-year balances, capital acquisition, sales/dispositions, and current-period depreciation expense.

### INVENTORY, VALUING, CAPITALIZING, AND DEPRECIATION

#### **Inventory**

Responsibility for control of capital assets will rest with the operating department wherein the asset is located. The Northern Moraine Wastewater Reclamation District shall ensure that such control is maintained by establishing an inclusive capital asset inventory schedule. Asset purchases, which fall below the capitalization threshold, will not be included in the capital asset inventory.

Each Department will be responsible for control of capital assets for their department. The Department Head shall ensure that such control is maintained by establishing a capital asset inventory schedule. The inventory schedule will include the following for each asset:

- Asset Description – A description of the asset (serial #, model#)
- Asset Classification (Land and Land Improvements, Building and Building Improvements, Vehicles, Machinery and Equipment, and Infrastructure Assets)
- Department name and physical location of asset
- Date asset was purchased/acquired and or disposed
- Cost of Asset
- Method of acquisition (purchased or donated)
- Estimated useful life

This list will be maintained, updated, and reviewed by the Department Head and given to the Northern Moraine Wastewater Reclamation District on an ongoing basis.

### **Valuing Capital Assets**

Capital assets should be valued at cost or historical costs, plus those costs necessary to place the asset in its location (i.e. freight, installation charges.) In the absence of historical costs information, a realistic estimate will be used. Donated assets will be recorded at the estimated current fair market value.

### **Capitalizing**

#### *When to Capitalize Assets:*

Assets are capitalized at the time of acquisition. To be considered a capital asset for financial reporting purposes an item must be at or above the capitalization threshold (see schedule-page 3 & 4) and have a useful life of at least one year.

#### *Assets not Capitalized:*

Capital assets below the capitalization threshold (see schedule-page 3 & 4) on a unit basis but warranting “control” shall be inventoried at the department level and an appropriate list will be maintained.

Capital Assets should be capitalized if they meet the following criteria:

- Tangible
- Useful life of more than one year (benefit more than a single fiscal period)
- Cost exceeds designated threshold (see schedule-page 3 & 4)

Capital Assets include the following major classes of assets:

**Land and Inexhaustible Land Improvements** – Capitalized value is to include the purchases price plus costs such as legal fees and filing fees; improvements such as excavation work, preparation of land for construction, landscaping.

**Land Improvements** – Capitalized value is to include the purchases price plus costs such as legal fees and filing fees; improvements such as parking lots, fences, pedestrian bridges.

**Building and Building Improvements** – Costs include purchase price plus costs such as legal fees and filing fees; improvements include structures and all other property permanently attached to, or an integral part of the structure. These costs include re-roofing, electrical/plumbing, carpet replacement, and HVAC.

**Vehicles** – Costs include purchase price plus costs such as title & registration.

**Machinery and Equipment** – Assets included in this category are heavy equipment, traffic equipment, generators, office equipment; phone system, and kitchen equipment.

**Infrastructure Assets** – Infrastructure Assets are long-lived capital assets that are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets.

**Depreciation**

Depreciation is computed on a straight-line method with depreciation computed on a monthly basis from the month of acquisition. Additions and improvements will only be capitalized if the cost either enhances the asset's functionality or extends the asset's useful life.

Projects in process will be added to the asset base as the projected expenses are incurred. However, the project will first need to meet its individual threshold.

Northern Moraine Wastewater Reclamation District  
 Capital Asset Policy – Continued

**Capital Assets Useful Lives are as follows:**

	<u>Useful Life</u>	<u>Capitalization Threshold</u>	<u>Inventory Threshold</u>
Land (and Inexhaustible Land Improvements) N/A		\$ 1	\$ 1
Land Improvements	20	50,000	1
Buildings			
Buildings	45	50,000	1
Building Improvements		50,000	1
HVAC	20		
Re-Roofing	20		
Electrical/Plumbing	30		
Carpet Replacement	10		
Vehicles		10,000	1
Vehicles – Police Squads	3		
Vehicles – General	7		
Small Trucks	7		
Large Trucks	10		
Machinery & Equipment		25,000	1,000
Police Equipment (comm. equip)	5		
Heavy Equipment	15		
Recreational Equipment	20		
Generators	20		
Furniture & Fixtures		15,000	5,000
Office Furniture	20		
Office Equipment	5		
Phone System	10		
Kitchen Equipment	10		
Infrastructure	50	250,000	

**OTHER**

**Removing Capital Assets from Inventory**

Capital assets are to be removed from inventory once they are obsolete or claimed as surplus property. The item must be removed from the department inventory listing and reported to the Northern Moraine Wastewater Reclamation District.

**Donations or Transfer**

Each Department must add additions and deletions from donated or transferred assets to the inventory listing.

**Surplus Property**

Each Department must report all capital assets classified as surplus to the finance department. The Northern Moraine Wastewater Reclamation District will have an auction or sealed bid as needed to sell the surplus property.

**Lost or Stolen Property**

When suspected or known losses of inventoried assets occur, the Department should conduct a search for the missing property. The search should include transfer to another department, storage, scrapping, surplus property. If the missing property is not found, the department must contact the Northern Moraine Wastewater Reclamation District.





## NORTHERN MORAINE W R D

### AGENDA ITEM # 10D

<b><u>Meeting Date:</u></b>	January 12, 2021
<b><u>Item:</u></b>	Northern Illinois Municipal Electric Collaborative (NIMEC) Agreement
<b><u>Staff Recommendation:</u></b>	Motion to approve a Resolution authorizing the District Manager to approve and execute an agreement with the lowest cost electricity provider for a period of up to 36 months.
<b><u>Staff Contact:</u></b>	Mohammed M. Haque, District Manager

#### **Background:**

The District has participated in an electrical purchasing collaborative, NIMEC, since 2008 and has benefited with significant cost savings for electric service through this collaborative. In 2020 the District was able to enter into a 12-month agreement for electrical service to 22 lift stations at near record low rates through Constellation Energy at \$0.04472 per kWh. Our current agreements for the lift stations and the treatment plant run out in May 2021. NIMEC plans to conduct bidding for a new 12, 24 and 36 month service period in March. Due to the nature of the bidding process for this commodity, it will be necessary for the District to opt in or opt out of the agreement on the same day that bidding is completed. Authorization for the District Manager to enter into up to a three-year agreement will insure that the District receives the lowest possible cost for electricity for the next one, two or three years, depending on the outcome of the bidding process.

#### **Recommendation:**

Adopt a resolution authorizing the District Manager to approve and execute a contract with the lowest cost electricity provider for a period of up to thirty-six (36) months.

#### **Votes Required to Pass:**

Simple Majority, via a roll call vote



**RESOLUTION**

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE NORTHERN MORAIN  
WASTEWATER RECLAMATION DISTRICT authorizing participation in the Northern Illinois  
Municipal Electric Collaborative (NIMEC) and authorizing the District Manager to approve and  
execute a contract with the lowest cost electricity provider for a period of up to thirty-six (36)  
months.

DATED this 12th day of January, 2021

NORTHERN MORAIN WASTEWATER  
RECLAMATION DISTRICT, an  
Illinois Municipal Corporation,

By: \_\_\_\_\_  
PRESIDENT

SEAL

ATTEST

\_\_\_\_\_  
DISTRICT CLERK

# NIMEC Bid Fact Sheet (2020)

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- 156 NIMEC members: mostly northern Illinois municipalities, plus park districts, water districts and libraries.
- \$22,000,000/year collective electric purchases under NIMEC management
- NIMEC member retention rate: 98%
- NIMEC's first annual bid: 2008
- Each member receives its own pricing. No member subsidizes any other member's price.
- NIMEC offers 1, 2 and 3 year pricing. Each member can select its own term.
- NIMEC solicits bids from:
  - Constellation (owned by Exelon)
  - Dynegy
  - MC Squared.
- Bids must be accepted by signing power agreement on the day of the bid.
- Members are under no obligation to accept the bids.

<b>Municipality</b>	<b>Account</b>	<b>Service Address</b>
Northern Moraine Waster	5154086053	420 Timber Trail
Northern Moraine Water	0093129063	532 Santa Barbara RD
Northern Moraine Water	0126133015	0 Stone Rd Pump
Northern Moraine Water	0245033050	2285 Walnut Glen
Northern Moraine Water	0333118095	0 Fenview Cir& Dowell
Northern Moraine Water	0372150046	300 Herbert RD
Northern Moraine Water	0477061028	500 Wegner Rd
Northern Moraine Water	1193152047	0 NE Fern Dr & Popular Dr
Northern Moraine Water	1236004006	300 Venice Dr
Northern Moraine Water	1344148000	100 S Lakeshore Dr
Northern Moraine Water	1398097107	0 Darrell & Wagon TRI
Northern Moraine Water	1567158062	2629 Wisteria Way Port
Northern Moraine Water	2332107009	4320 Watersledge Dr
Northern Moraine Water	2434060038	0 E Side Westridge Dr
Northern Moraine Water	2502134029	3923 Hale Ln
Northern Moraine Water	2604060006	230 Southshore Dr
Northern Moraine Water	3567414012	243 Timbertrail Rd
Northern Moraine Water	3567415019	243 Timbertrail Rd
Northern Moraine Water	4032004009	100 Rawson Bridge Rd
Northern Moraine Water	4236131038	2900 Spruce Ter
Northern Moraine Water	5580009039	127 South Dr
Northern Moraine Water	7330064006	3314 Burr Oak Ln
Northern Moraine Water	7398065012	0 NE Waterford Way
Northern Moraine Water	0496138026	3440 Hale Ln
Northern Moraine Water	0372155069	27715 W Route 120



## NORTHERN MORAINE W R D

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<b><u>Meeting Date:</u></b>	January 12, 2021
<b><u>Item:</u></b>	Approve Engineering Contract Amendment # 3 for Funding Assistance with Trotter & Associates
<b><u>Staff Recommendation:</u></b>	Motion to Adopt a Resolution Authorizing the District Manager to enter into an amendment to the contract with Trotter and Associates for the Funding Assistance for an amount not to exceed \$14,853.25, increasing the total contact amount to \$56,153.25
<b><u>Staff Contact:</u></b>	Mohammed M. Haque, District Manager

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### **Background:**

The District has been working with TAI on the submission of several grant applications. This includes an application we made to DCEO's Fast Track Infrastructure Grants for Darrell Road – Phase 1 for \$3.8 million, a grant application for the \$200,000 grant available for the Electrical Project in our Control Building, a grant application with the Village of Lakemoor for the entire Darrell Road Project, and two grant applications (Holiday Hills and Darrell Road Sewer) for the Unsewered Community Sewer Fund. Once we started to work on the first grant application for Holiday Hills, the Village of Lakemoor approached me about this fund and Darrell Road. With a short deadline of December 31, I authorized Trotter to also complete a grant application for Darrell Road for \$5 million in grant funding. That work accounted to \$4,853.25.

Most recently, we were informed that we will receive a \$400,000 grant available for the Lakemoor Liftstation Upgrades. I have asked TAI to assist with managing the grant documentation and submittal requirements so that we do not miss anything for this \$400,000 grant. The amount anticipated for this work is up to \$10,000.

The total request of the change order is \$14,853.25, which would change the total contract amount to \$56,153.25.

The future use remains strong, as grant opportunities are fluid situations with new grants announced on a regular basis. We further anticipate that there will be additional grant opportunities as a Federal capital infrastructure funding program and legislation begin to take shape.

### **Recommendation:**

District Staff recommends approval of a Resolution Authorizing the District Manager to enter into a third amendment to the contract with Trotter and Associates for the Funding Assistance for an amount not to exceed \$14,853.25, increasing the total contract amount to \$56,153.25

### **Votes Required to Pass:**

Simple Majority, via a roll call vote

**RESOLUTION**

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE NORTHERN MORAIN  
TEWATER RECLAMATION DISTRICT that the District Manager is authorized to enter into an  
amendment to the contract with Trotter and Associates for Funding Assistance for an  
amount not to exceed \$14,853.25, increasing the total contract amount to \$56,153.25.

DATED this \_\_\_ day of \_\_\_\_\_, 2021

NORTHERN MORAIN WASTEWATER  
RECLAMATION DISTRICT, an  
Illinois Municipal Corporation,

By: \_\_\_\_\_  
PRESIDENT

SEAL

ATTEST

\_\_\_\_\_  
DISTRICT CLERK

CLIENT Initial \_\_\_\_\_

TAI Initial \_\_\_\_\_



**EXHIBIT D  
CONTRACT ADDENDUM**

Project Name: 2020 Funding Assistance

Project No. NMW-073

Addendum No. 3

This is an addendum attached to, made part of and incorporated by reference into the Agreement between CLIENT and ENGINEER for modification of scope and compensation for the PROJECT. All other terms and conditions of the original Agreement between CLIENT and ENGINEER are unchanged by this Contract Addendum and shall remain in full force and effect and shall govern the obligations of both CLIENT and ENGINEER, including obligations created by this Contract Addendum.

The contract modifications are described below:

1. Prepare a complete application for additional funding opportunities including:
  - a. DCEO capital grant for Lakemoor Lift Stations #1-7 Improvements in the amount of \$400,000 (Public Act 101-0638, House Bill 0064)
    - i. Coordinate with District staff to compile the necessary data to complete the Grant Application.
    - ii. Prepare a complete application package.
    - iii. Submit digital copy of application to the DCEO grant manager assigned to the grant project via email.
    - iv. Total compensation = \$10,000.00
  - b. Unsewered Communities Construction Grant Program
    - i. Actual amount equal to the cumulative hours charged to complete a Unsewered Communities Construction Grant Application for Darrell Road Unsewered Facilities and approved by District Manager.
    - ii. Total compensation = \$4,853.25

CONTRACT SUMMARY

Original Contract Amount	\$21,300.00
Changes Prior to This Change	\$20,000.00
Amount of This Change	\$14,853.25
Revised Contract Amount:	\$56,153.25

For purposes of expediency, ENGINEER and CLIENT agree that an executed electronic version of this Contract Addendum shall suffice. The original of this Contract Addendum shall be returned to ENGINEER after execution.

CLIENT:

ENGINEER:

NORTHERN MORaine WASTEWATER RECLAMATION DISTRICT

TROTTER AND ASSOCIATES, INC.

SIGNED:

\_\_\_\_\_

\_\_\_\_\_ 

\_\_\_\_\_

\_\_\_\_\_ PRESIDENT TITLE 01/08/2021

TITLE

TITLE

## Northern Moraine Wastewater Reclamation District

## Bills Payable

As of January 12, 2021

	Type	Date	Num	Due Date	Open Balance
<b>ACE HARDWARE OF LIBERTYVILLE INC</b>					
	Bill	12/03/2020	101029/8	01/02/2021	32.38
	Bill	12/10/2020	101128/8	01/09/2021	25.44
	Bill	12/21/2020	101273/8	01/20/2021	42.77
	Bill	12/21/2020	101271/8	01/20/2021	51.28
	Bill	01/06/2021	101442/8	02/05/2021	133.66
Total ACE HARDWARE OF LIBERTYVILLE INC					<u>285.53</u>
<b>AMAZON CAPITAL SERVICES</b>					
	Credit	12/18/2020	1K4T-KM9N-7YYN		-127.90
	Credit	01/11/2021	1Q9L-J3PR-6MGP		-22.99
	Bill	01/07/2020	1LPY-4LQV-J7H9	02/06/2020	113.78
	Bill	12/14/2020	1DT3-P43C-JMR9	12/14/2020	7.99
	Bill	12/16/2020	1QP4-6GNL-6HNN	12/16/2020	21.98
	Bill	12/09/2020	1JWG-WMPJ-VV7D	01/08/2021	127.90
	Bill	01/08/2021	1F3T-9RP9-R16C	01/08/2021	46.58
	Bill	12/10/2020	1TJ6-YP6D-7HXG	01/09/2021	23.95
	Bill	12/11/2020	1MG3-4CTN-PV4M	01/10/2021	68.04
	Bill	12/11/2020	119D-G9D6-TW9Q	01/10/2021	219.99
	Bill	01/12/2021	1YJL-HTCN-T6FH	01/12/2021	270.22
	Bill	12/19/2020	1HCC-6R63-HPNR	01/18/2021	9.97
	Bill	12/19/2020	1WYW-RQ4C-M7JF	01/18/2021	55.40
	Bill	12/19/2020	1HCC-6R63-WT4T	01/18/2021	254.85
	Bill	12/21/2020	1F43-6K3K-DYQ6	01/20/2021	197.92
	Bill	12/22/2020	133R-9G66-PRV6	01/21/2021	48.15
	Bill	12/30/2020	1WTN-QMV9-7NPM	01/29/2021	312.48
	Bill	01/06/2021	1MJ7-GKX7-PR7M	02/05/2021	41.99
	Bill	01/06/2021	1DNL-PJFG-1177	02/05/2021	179.99
	Bill	01/06/2021	16G9-XPMK-QKQC	02/05/2021	485.19
	Bill	01/07/2021	1QKH-3LKN-L76W	02/06/2021	9.96
	Bill	01/10/2021	14MN-JKJP-L44Q	02/09/2021	271.39
	Bill	01/11/2021	1YY4-113X-JDKR	02/10/2021	369.98
	Bill	01/12/2021	1WVL-PP9H-PX1Q	02/11/2021	84.47
Total AMAZON CAPITAL SERVICES					<u>3,071.28</u>
<b>ARTHUR J GALLAGHER RISK M.S. INC</b>					
	Bill	12/22/2020	3692614	12/22/2020	100.00
Total ARTHUR J GALLAGHER RISK M.S. INC					<u>100.00</u>
<b>AT&amp;T</b>					
	Bill	12/28/2020	815344832612	12/28/2020	1,482.73
Total AT&T					<u>1,482.73</u>
<b>AUTOMATION SERVICE &amp; DESIGN, INC.</b>					
	Bill	01/07/2021	2687	01/07/2021	510.00
	Bill	01/07/2021	2688	01/07/2021	1,360.00
	Bill	12/14/2020	2675	01/13/2021	170.00
	Bill	12/14/2020	2674	01/13/2021	8,500.00
Total AUTOMATION SERVICE & DESIGN, INC.					<u>10,540.00</u>
<b>BITSPEED CONSULTING, INC</b>					
	Bill	12/31/2020	10291	01/30/2021	508.00
	Bill	01/06/2021	10327	02/05/2021	180.99
Total BITSPEED CONSULTING, INC					<u>688.99</u>
<b>BLUECROSS BLUESHIELD OF ILLINOIS</b>					
	Bill	12/18/2020	December Statement	12/18/2020	17,177.11
Total BLUECROSS BLUESHIELD OF ILLINOIS					<u>17,177.11</u>
<b>BLUECROSS BLUESHIELD OF ILLINOIS</b>					
	Bill	12/18/2020	December Statement	12/18/2020	124.00
Total BLUECROSS BLUESHIELD OF ILLINOIS					<u>124.00</u>
<b>BP</b>					
	Bill	12/04/2020	640684	12/04/2020	50.08



## Northern Moraine Wastewater Reclamation District

## Bills Payable

As of January 12, 2021

	Type	Date	Num	Due Date	Open Balance
	Bill	12/10/2020	649548	12/10/2020	28.19
	Bill	12/11/2020	651558	12/11/2020	82.51
	Bill	12/21/2020	666021	12/21/2020	51.04
	Bill	12/28/2020	676835	12/28/2020	41.00
	Bill	12/30/2020	679926	12/30/2020	51.14
	Bill	01/07/2021	691792	01/07/2021	54.00
Total BP					357.96
<b>BRUNN, TIMOTHY R</b>					
	Bill	01/11/2021	REG Mtg 01.12.2021	01/11/2021	200.00
Total BRUNN, TIMOTHY R					200.00
<b>BUCK BROS. INC</b>					
	Bill	12/15/2020	283232	12/15/2020	118.77
Total BUCK BROS. INC					118.77
<b>CENTRISYS CORPORATION</b>					
	Bill	12/11/2020	PSI-25707	12/11/2020	145.12
	Bill	12/18/2020	PSI-25743	12/18/2020	145.12
Total CENTRISYS CORPORATION					290.24
<b>COM ED</b>					
	Bill	12/29/2020	0372155069	02/27/2021	111.56
	Bill	12/29/2020	3567414012	02/27/2021	170.11
	Bill	12/29/2020	3567415019	02/27/2021	115.04
Total COM ED					396.71
<b>COMCAST CABLE</b>					
	Bill	12/28/2020	January Charges	12/28/2020	315.54
Total COMCAST CABLE					315.54
<b>DEBORAH MARTIN</b>					
	Bill	01/12/2021	Internet/phone	01/12/2021	70.00
Total DEBORAH MARTIN					70.00
<b>DON'S WELDING &amp; FABRICATING, INC</b>					
	Bill	12/29/2020	32329	01/28/2021	225.00
Total DON'S WELDING & FABRICATING, INC					225.00
<b>FILIPPINI LAW FIRM, LLP</b>					
	Bill	12/23/2020	21610	01/22/2021	2,633.75
Total FILIPPINI LAW FIRM, LLP					2,633.75
<b>FIRST BANKCARD</b>					
	Bill	01/04/2021	DEC 2020	02/03/2021	2,154.96
Total FIRST BANKCARD					2,154.96
<b>GACRUX</b>					
	Bill	01/04/2021	1688	02/03/2021	720.00
Total GACRUX					720.00
<b>GRAINGER</b>					
	Bill	12/21/2020	9753584540	12/21/2020	348.72
	Bill	12/22/2020	9753973123	12/22/2020	21.88
Total GRAINGER					370.60
<b>GREAT LAKES LINE-X</b>					
	Bill	12/22/2020	47240	12/22/2020	797.65
Total GREAT LAKES LINE-X					797.65
<b>GRUNDFOS WATER UTILITY INC</b>					
	Bill	12/16/2020	1900248493	01/15/2021	4,880.00
Total GRUNDFOS WATER UTILITY INC					4,880.00
<b>H.T. STRENGER INC</b>					
	Bill	12/28/2020	6301-911056	12/28/2020	120.00
	Bill	12/28/2020	6301-911057	12/28/2020	120.00
	Bill	12/28/2020	6301-911060	12/28/2020	120.00
	Bill	12/29/2020	6301-911062	12/29/2020	120.00
	Bill	12/29/2020	6301-911059	12/29/2020	120.00
	Bill	12/29/2020	6301-911051	12/29/2020	120.00

## Northern Moraine Wastewater Reclamation District

## Bills Payable

As of January 12, 2021

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Open Balance</u>
	Bill	12/29/2020	6301-911054	12/29/2020	120.00
	Bill	12/29/2020	6301-911055	12/29/2020	120.00
Total H.T. STRENGER INC					960.00
<b>HAINESVILLE PRINT-COPY &amp; MAIL</b>					
	Bill	12/09/2020	18844	12/09/2020	248.50
Total HAINESVILLE PRINT-COPY & MAIL					248.50
<b>HEADWORKS INTERNATIONAL</b>					
	Bill	12/29/2020	19-0613NOR2	01/28/2021	22,717.00
Total HEADWORKS INTERNATIONAL					22,717.00
<b>HOMESTEAD ELECTRICAL CONTRACTING, LLC</b>					
	Bill	12/31/2020	13961	12/31/2020	722.00
	Bill	12/31/2020	13960	12/31/2020	1,975.00
Total HOMESTEAD ELECTRICAL CONTRACTING, LLC					2,697.00
<b>HYDROTEX</b>					
	Bill	12/23/2020	441881	01/22/2021	2,409.21
Total HYDROTEX					2,409.21
<b>IN-PIPE TECHNOLOGY</b>					
	Bill	12/31/2020	1845	01/30/2021	2,500.00
Total IN-PIPE TECHNOLOGY					2,500.00
<b>INDUSTRIAL SYSTEMS LTD.</b>					
	Bill	12/04/2020	22829	12/04/2020	326.17
Total INDUSTRIAL SYSTEMS LTD.					326.17
<b>INFINISOURCE BENEFIT SERVICES</b>					
	Bill	12/09/2020	I106830563	01/08/2021	75.00
	Bill	01/09/2021	I107232803	02/08/2021	75.00
Total INFINISOURCE BENEFIT SERVICES					150.00
<b>JACOB MANN</b>					
	Bill	01/12/2021	REG Mtg 01.12.2021	01/12/2021	200.00
Total JACOB MANN					200.00
<b>JERRY WEIMER CONSULTING</b>					
	Bill	01/12/2021	463	01/12/2021	1,000.00
Total JERRY WEIMER CONSULTING					1,000.00
<b>JOSEPH LAPASTORA</b>					
	Bill	01/12/2021	Reimbursement	01/12/2021	137.78
	Bill	01/12/2021	Internet reimb.	01/12/2021	30.00
Total JOSEPH LAPASTORA					167.78
<b>JULIE, INC</b>					
	Bill	01/06/2021	2021-0832	01/06/2021	2,875.04
Total JULIE, INC					2,875.04
<b>LOU'S GLOVES</b>					
	Bill	01/01/2021	039233	01/31/2021	588.00
Total LOU'S GLOVES					588.00

## Northern Moraine Wastewater Reclamation District

## Bills Payable

As of January 12, 2021

	Type	Date	Num	Due Date	Open Balance
<b>LUKE MARKKO</b>					
	Bill	01/12/2021	Internet reimb.	01/12/2021	30.00
Total LUKE MARKKO					30.00
<b>MAC STRATEGIES GROUP, INC.</b>					
	Bill	01/04/2021	3338	01/04/2021	2,000.00
Total MAC STRATEGIES GROUP, INC.					2,000.00
<b>MADALINA ROSCAN</b>					
	Bill	01/12/2021	Internet/phone	01/12/2021	70.00
Total MADALINA ROSCAN					70.00
<b>MANUSOS GENERAL CONTRACTING INC.</b>					
	Bill	10/22/2020	6098	11/21/2020	1,785.41
	Bill	12/18/2020	6127	12/18/2020	20,100.00
Total MANUSOS GENERAL CONTRACTING INC.					21,885.41
<b>MCHENRY CNTY COUNCIL OF GOVERNMENTS</b>					
	Bill	01/07/2021	2021 MEMBERSHIP	01/07/2021	500.00
Total MCHENRY CNTY COUNCIL OF GOVERNMENTS					500.00
<b>MCMASTER CARR</b>					
	Bill	12/14/2020	50201668	01/13/2021	559.80
	Bill	12/22/2020	50651036	01/21/2021	38.35
	Bill	12/23/2020	50696771	01/22/2021	46.81
Total MCMASTER CARR					644.96
<b>MENARDS - FOX LAKE</b>					
	Bill	12/03/2020	82095	01/02/2021	36.57
	Bill	12/04/2020	82190	01/03/2021	88.26
	Bill	12/16/2020	83139	01/15/2021	261.26
	Bill	12/18/2020	83308	01/17/2021	751.66
	Bill	12/21/2020	83470	01/20/2021	111.36
	Bill	01/06/2021	84494	02/05/2021	87.33
Total MENARDS - FOX LAKE					1,336.44
<b>MICHAELS, KENNETH A</b>					
	Bill	01/12/2021	REG Mtg 01.12.2021	01/12/2021	350.00
Total MICHAELS, KENNETH A					350.00
<b>MID AMERICAN WATER OF WAUCONDA, INC.</b>					
	Bill	12/04/2020	235883W	12/04/2020	2,947.82
	Bill	12/04/2020	235895W	12/04/2020	391.23
Total MID AMERICAN WATER OF WAUCONDA, INC.					3,339.05
<b>MIGUEL A. MERCADO</b>					
	Bill	12/18/2020	REIMBURSEMENT	12/18/2020	51.13
Total MIGUEL A. MERCADO					51.13
<b>MIKE'S TOWING, INC</b>					
	Bill	10/16/2020	1066563	11/15/2020	107.00
Total MIKE'S TOWING, INC					107.00
<b>NICOR GAS</b>					
	Bill	12/09/2020	2285 Walnut Glen	12/09/2020	40.81
	Bill	12/09/2020	2900 Spruce Terrace	12/09/2020	37.68
	Bill	12/09/2020	3440 Hale	12/09/2020	43.14
	Bill	12/09/2020	206 Fern Dr.	12/09/2020	42.48
	Bill	12/09/2020	230 S. Shore	12/09/2020	44.77
	Bill	12/09/2020	2301 Fern	12/09/2020	42.50
	Bill	12/09/2020	3923 Hale	12/09/2020	43.14
	Bill	12/10/2020	2629 Wisteria	12/10/2020	135.65
	Bill	12/10/2020	420 Timber	12/10/2020	448.64
	Bill	12/10/2020	100 Rawson	12/10/2020	130.08
	Bill	12/10/2020	32250 Darrell Rd	12/10/2020	41.55
	Bill	12/11/2020	500 Wegner	12/11/2020	43.17
	Bill	12/11/2020	316 Venice	12/11/2020	40.90
	Bill	12/14/2020	3390 Waterford	12/14/2020	50.07

## Northern Moraine Wastewater Reclamation District

**Bills Payable**

As of January 12, 2021

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Open Balance</u>
	Bill	12/14/2020	127 South	12/14/2020	130.64
	Bill	12/18/2020	113 Timber	12/18/2020	127.86
	Bill	12/29/2020	27715 Rt 120 Lakemoo	12/29/2020	<u>2.97</u>
Total NICOR GAS					1,446.05
<b>NORTHWEST ELECTRICAL SUPPLY</b>					
	Bill	12/11/2020	17486136	12/11/2020	<u>108.00</u>
Total NORTHWEST ELECTRICAL SUPPLY					108.00
<b>OLSON SERVICE CO</b>					
	Bill	12/17/2020	0075560	12/17/2020	<u>870.59</u>
Total OLSON SERVICE CO					870.59
<b>PAVEMENT SOLUTIONS, LLC</b>					
	Bill	11/30/2020	1855708	11/30/2020	<u>2,460.00</u>
Total PAVEMENT SOLUTIONS, LLC					2,460.00
<b>PDC LABORATORIES INC</b>					
	Bill	12/15/2020	19445639	01/14/2021	<u>118.50</u>
Total PDC LABORATORIES INC					118.50
<b>PETERSON AND MATZ. INC.</b>					
	Bill	12/15/2020	121520DWS	01/14/2021	<u>764.09</u>
Total PETERSON AND MATZ. INC.					764.09

## Northern Moraine Wastewater Reclamation District

## Bills Payable

As of January 12, 2021

	Type	Date	Num	Due Date	Open Balance
<b>POLYDYNE INC</b>					
	Bill	12/21/2020	1505009	01/20/2021	3,094.65
Total POLYDYNE INC					3,094.65
<b>R.A. ADAMS ENTERPRISES, INC.</b>					
	Bill	12/16/2020	S032661	12/16/2020	39.67
Total R.A. ADAMS ENTERPRISES, INC.					39.67
<b>RAGLAND, JOHN R</b>					
	Bill	01/12/2021	REG Mtg 01.12.2021	01/12/2021	200.00
Total RAGLAND, JOHN R					200.00
<b>RCW TAX</b>					
	Bill	10/04/2020	633	11/03/2020	757.08
	Bill	12/16/2020	709	01/15/2021	710.00
Total RCW TAX					1,467.08
<b>READY FRESH BY NESTLE</b>					
	Bill	12/15/2020	00L0127320745	12/30/2020	385.52
Total READY FRESH BY NESTLE					385.52
<b>ROAD RAGE DESIGNS</b>					
	Bill	01/06/2021	NOR20210106	01/06/2021	200.00
Total ROAD RAGE DESIGNS					200.00
<b>RYBERG, LYDIA</b>					
	Bill	01/12/2021	REG Mtg 01.12.2021	01/12/2021	200.00
Total RYBERG, LYDIA					200.00
<b>SAFEDAY, INC.</b>					
	Bill	12/16/2020	13481	12/16/2020	1,070.00
Total SAFEDAY, INC.					1,070.00
<b>SHAW MEDIA</b>					
	Bill	12/31/2020	122010002435	01/30/2021	66.42
Total SHAW MEDIA					66.42
<b>SUBURBAN LABORATORIES INC</b>					
	Bill	12/16/2020	183444	01/15/2021	660.70
Total SUBURBAN LABORATORIES INC					660.70
<b>THINK INK, INC.</b>					
	Bill	01/11/2021	20210002	01/11/2021	122.25
Total THINK INK, INC.					122.25
<b>THIRD MILLENNIUM ASSOCIATES INC</b>					
	Bill	11/30/2020	25554	11/30/2020	523.09
	Bill	12/31/2020	25695	12/31/2020	521.02
Total THIRD MILLENNIUM ASSOCIATES INC					1,044.11
<b>TROTTER AND ASSOCIATES, INC</b>					
	Bill	11/30/2020	17809	11/30/2020	1,485.00
	Bill	12/18/2020	17811	12/18/2020	8,447.50
	Bill	12/18/2020	17810	12/18/2020	1,731.50
Total TROTTER AND ASSOCIATES, INC					11,664.00
<b>TRYON GOVERNMENTAL CONSULTING</b>					
	Bill	12/29/2020	1201820	12/29/2020	3,000.00
Total TRYON GOVERNMENTAL CONSULTING					3,000.00
<b>UNITED HEALTHCARE</b>					
	Bill	12/18/2020	December Statement	12/18/2020	825.99
Total UNITED HEATHCAREE					825.99
<b>USA BLUEBOOK</b>					
	Bill	12/09/2020	440854	01/08/2021	48.95
	Bill	12/16/2020	448128	01/15/2021	41.64
Total USA BLUEBOOK					90.59
<b>VERIZON</b>					
	Bill	12/18/2020	9869400013	01/17/2021	1,383.83
Total VERIZON					1,383.83
<b>VERIZON CONNECT NWF, INC.</b>					

## Northern Moraine Wastewater Reclamation District

**Bills Payable**

As of January 12, 2021

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Open Balance</u>
Total VERIZON CONNECT NWF, INC.	Bill	12/01/2020	OSV000002312163	12/31/2020	141.00
<b>VIKING CHEMICAL COMPANY</b>					141.00
	Bill	11/18/2020	102766	12/18/2020	1,588.25
	Bill	12/04/2020	103414	01/03/2021	1,519.35
	Bill	12/22/2020	104141	01/21/2021	1,413.63
	Bill	01/07/2021	104677	02/06/2021	1,234.11
Total VIKING CHEMICAL COMPANY					5,755.34
<b>WASTE MANAGEMENT</b>					
	Bill	12/16/2020	3252384-2013-8	12/16/2020	231.69
	Bill	12/30/2020	3700536-2013-1	12/30/2020	274.79
	Bill	01/04/2021	3252492-2013-9	01/04/2021	425.25
Total WASTE MANAGEMENT					931.73
<b>TOTAL</b>					<b>152,263.62</b>

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 Kenneth A. Michaels, Jr, President

Date

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 Deborah Martin, District Clerk

Date