



NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

REGULAR MEETING MINUTES

February 9, 2021

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; Staff Engineer, Joe Lapastora

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, January 12, 2021

Motion by Trustee Ryberg to approve the Regular Meeting minutes of January 12, 2021 as presented.

2nd by Trustee 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

4. TREASURER'S REPORT:

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

The monthly Treasurer's Report was presented by Trustee Ryberg.

Motion by Trustee Ragland to approve the Treasurer's Report for month ending December 31, 2020 as presented by Trustee Ryberg.

2nd by Trustee Brunn



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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:

District Manager Mohammed Haque informed the Board that he wanted to give The Board insight into some of the projects completed by NMWRD Staff, and that he asked District Supervisor Luke Markko and Staff Engineer Joe Lapastora to give short presentations each month on some of these projects. Mr. Haque introduced Staff Engineer Joe Lapastora who gave a presentation on the recent Rawson Bridge Lift Station Project.

During his presentation, Mr. Lapastora described that aging components of the Rawson Bridge lift station's wet well and valve vault contributed to a pump guide rail misalignment. Upon inspection, NMWRD Staff discovered that the base elbows showed excessive wear. Mr. Lapastora told the Board that during the dewatering of the dry vault, a faulty check valve was identified, which allowed water to flow backwards from the forcemain to the wet well. Mr. Lapastora explained that this lift station plays a vital role in sending all flows from the Village of Port Barrington to NMWRD's plant, and the decision was made to replace the aging components to extend the life of this crucial lift station. Mr. Lapastora reminded the Board that this project followed the District's Vision Statement of "maintaining a sustainable municipal wastewater utility at a cost effective and environmentally sound manner, while minimizing social impacts." Mr. Lapastora gave information about the phases completed for this project and the savings to the District by Staff's diligence in obtaining detailed quote comparisons. The total cost of the project was \$34,484.

7. TRUSTEE REPORTS - none

8. LEGAL BUSINESS - none

9. OLD BUSINESS - none

10. NEW BUSINESS

a. Annual Wage Adjustment Review

District Manager Mohammed Haque reminded the Board that the annual Salary Ordinance will be on a future Board Meeting agenda, and the information provided in the Board packets concerned that future ordinance. This agenda item is informational only, and no Board action was taken.

b. Approval of Revisions to the NMWRD Employee Policy Manual

Motion by Mr. Brunn to approve the presented revisions to the NMWRD Employee Policy Manual.

2nd Mrs. Ryberg

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



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5 ayes 0 nays 0 abstain

MOTION CARRIED

11. MISCELLANEOUS CORRESPONDENCE

- a. MCCG Legislative Meeting: no meetings were scheduled as of February 9, 2021

12. APPROVAL OF BILLS

Motion by Mr. Brunn to approve payment of bills on the February 9, 2021 bill list as presented, in the amount of \$178,304.61.

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 - none

ADJOURNMENT

Motion by Mr. Ragland to adjourn the meeting at 8:04 p.m.

2nd by Mrs. Ryberg

5 ayes 0 nays 0 absent

MOTION CARRIED



NORTHERN MORAIN W R D

AGENDA REGULAR MEETING 7:30 P.M. – February 9, 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 – January 12, 2021
- 4. TREASURER'S REPORT**
- 5. PUBLIC COMMENTS**
- 6. MANAGER'S REPORT**
 - a. Operations Report
 - b. Engineering Report
 - c. Delinquent Accounts Report
- 7. TRUSTEE REPORTS**
- 8. LEGAL BUSINESS**
- 9. OLD BUSINESS**
- 10. NEW BUSINESS**
 - a. Approve 2020 Wage Adjustments per Salary Administration Policy
 - b. Approve Employee Policy Manual Revisions
- 11. MISCELLANEOUS CORRESPONDENCE**
 - a. MCGG Membership Meeting
- 12. APPROVAL OF BILLS**
- 13. OTHER BUSINESS**
 - a. Executive Session – Personnel, if needed

Posted to www.nmwrld.org – February 5, 2021



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