



NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

REGULAR MEETING MINUTES

October 12, 2021

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

Present: Trustees: John Ragland, Jacob Mann, Timothy Brunn, Ken Michaels
District Manager: Mohammed Haque; District Clerk: Deborah Martin

Others: District Superintendent: Luke Markko; District Engineer: Joe Lapastora; Scott Trotter: Trotter and Associates, Inc.

President Michaels called the meeting to order at 7:42 p.m. President Michaels stated that the meeting is also being recorded and broadcast through Zoom.

1. CALL TO ORDER:

Roll Call: Timothy Brunn – Present
Jacob Mann – Present
John Ragland – Present
Lydia Ryberg – Absent
Ken Michaels – Present

2. PLEDGE OF ALLEGIANCE:

Those present recited the Pledge of Allegiance.

3. PRESENTATION & APPROVAL OF MINUTES:

a. Regular Meeting, September 14, 2021

Motion by Trustee Brunn to approve the Regular Meeting minutes of September 14, 2021 as presented.
2nd by Trustee Ragland

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

4 ayes 0 nays 1 absent

MOTION CARRIED

4. TREASURER'S REPORT:

a. Approval of the Monthly Treasurer's Report for month ending August 31, 2021

Treasurer John Ragland presented the monthly treasurer's report to the Board

Motion by Mr. Brunn to approve the Treasurer's Report for month ending August 31, 2021 as presented.
2nd by Trustee Mann

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

4 ayes 0 nays 0 absent

MOTION CARRIED



Northern Moraine Wastewater Reclamation District
Regular Meeting Minutes
October 12, 2021

5. PUBLIC COMMENTS: none

6. MANAGER'S REPORT:

The District's new televising van was available for Board Members to inspect.

Superintendent Markko reported to the Board that the pumps used in the low-pressure system in parts of Port Barrington, continue to be of particular concern. There is a shortage of pumps and our supplier, Covalen, is a supplier for Northern Illinois and all of Indiana. Staff have begun looking outside of Covalen's territory to find alternate suppliers to purchase from and have found some success with a supplier in Southern Wisconsin. Superintendent Markko asked if the Board had any questions on his Operations Report that was included in the Board packets. With no questions, Superintendent Markko turned the floor over to District Engineer Joe Lapastora. Mr. Lapastora reported that through the month of September, more progress was made for the Holiday Hills/Le Villa Vaupell project including Lift Station wetland investigation/flagging performed by Midwest Ecological and soil boring work was completed by SEECO Consultants. Trotter and Associates have completed their initial topographic survey, designed a preliminary sanitary sewer layout, and have nearly completed the lift station design. With no questions for Mr. Lapastora, District Manager Haque then gave a summary of his Manager's Report to the Board. Manager Haque informed the Board that he is working with Mike Tryon to have a plan in place for when Mr. Tryon retires. Manager Haque told the Board that the State Revolving Loan Fund priority listing has four future District projects on it. The current SRF priority listing indicates that there may potentially be principal forgiveness in future SRF loans. Mr. Haque informed the Board that a sewer connection fee calculation was worked out between our District attorney and Woodman's attorney, that takes into consideration the past sizing discrepancy as well as the additional PE that is needed for the 3rd stall on the expansion for the Woodman's car wash. The IEPA permit, connection fee and signed agreement were received. Manager Haque also informed the Board that a trustee from the Village of Port Barrington called asking if the District would consider collecting the vehicle sticker fees for the Village in exchange for compensation. The District has decided that any income this service would generate would not be in excess of staff effort and would not be worthwhile.

7. TRUSTEE REPORTS - none

8. LEGAL BUSINESS - none

9. OLD BUSINESS - none

10. NEW BUSINESS

a. Adopt a Resolution Approving Agreement for Control Building Electrical Upgrades

Motion by Mr. Ragland to award the bid to the lowest responsible and responsive bidder, Pieper Electric, in the amount of \$502,000 for Control Building Electrical Upgrades and to adopt a resolution authorizing the District Manager to execute an agreement with Pieper Electric to perform work as outlined in the Control Building Electrical Upgrades Bid.

2nd by Mr. Brunn

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

4 ayes 0 nays 1 absent

MOTION CARRIED



Northern Moraine Wastewater Reclamation District
Regular Meeting Minutes
October 12, 2021

b. Approval of Annual Treasurer's Report for Fiscal Year 2020-2021

Motion by Mr. Brunn to Approve the Annual Treasurer's Report for the fiscal year ending on April 30, 2021 and authorize the District Clerk to make the report available pursuant to State Statutes.

2nd by Mr. Ragland

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

4 ayes 0 nays 1 absent

MOTION CARRIED

c. Adopt a Resolution Approving Agreement for Engineering Services for 2021 Funding Assistance

Motion by Mr. Brunn to Adopt a Resolution Approving a Service Agreement with Trotter and Associates, Inc. in the amount of \$85,200 for Engineering Services for 2021 Funding Assistance and Authorize the District Manager to execute the Agreement.

2nd by Mr. Mann

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

4 ayes 0 nays 1 absent

MOTION CARRIED

d. Adopt a Resolution Approving Agreement for Engineering Services for Darrell Road Phase 1A Headworks Design

Motion by Mr. Brunn to Adopt a Resolution to Approve a Services Agreement with Trotter and Associates, Inc. in the amount of \$180,300 for Engineering Design and Bidding Services for the Darrell Road Phase 1A Headworks and Authorize the District Manager to execute the Agreement.

2nd by Mr. Ragland

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

4 ayes 0 nays 1 absent

MOTION CARRIED

e. Adopt a Resolution Approving Addendum #2 for the Control Building Electrical Upgrades - Construction Engineering

Motion by Mr. Brunn to Adopt a Resolution to Approve Addendum #2 of the Service Agreement with Trotter and Associates, Inc. in the amount of \$32,400 for Control Building Electrical Upgrades - Construction Engineering and Authorize the District Manager to execute the Agreement.

2nd by Mr. Mann

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

4 ayes 0 nays 1 absent

MOTION CARRIED



Northern Moraine Wastewater Reclamation District
Regular Meeting Minutes
October 12, 2021

f. Adopt a Resolution Approving Engineering Services contract for Access Drive Improvements

Motion by Mr. Ragland to Adopt a Resolution to Approve a Service Agreement with Trotter and Associates, Inc. in the amount of \$12,300 for Access Drive Improvements for the plant and Authorize the District Manager to execute the Agreement

2nd by Mr. Brunn

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

4 ayes 0 nays 1 absent

MOTION CARRIED

g. Adopt a Resolution Approving Agreements to Bind Coverage for Property, Liability, Automobile, Crime, Inland Marine Coverage and Flood Insurance

Motion by Mr. Brunn to Adopt a Resolution to Approve entering into policy agreements with Illinois Counties Risk Management Trust for Property, Liability, Automobile, Crime and Inland Marine Coverage for an amount of \$30,992 from December 1, 2021 to December 1, 2022; CFC Underwriting / Lloyds for Cyber Liability Coverage for an amount of \$3,050 from December 1, 2021 to December 1, 2022; Selective Insurance Company for Flood Insurance for an amount of \$20,418 from December 1, 2021 to December 1, 2022; and Corkill Insurance for an Agency Fee of \$8,000 from December 1, 2021 to December 1, 2022, and to authorize the District Manager to execute agreements to bind coverage.

2nd by Mr. Ragland

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

4 ayes 0 nays 1 absent

MOTION CARRIED

h. Adopt a Resolution Approving Employee Health Insurance Coverage Renewal

Manger Haque informed the Board that renewal information for NMWRD Employee Health Insurance Coverage Policy Renewal was not received in time for this Board Meeting and would be available at next month's Board Meeting. No action taken.

i. Adopt a Resolution to approve Revisions to NMWRD's Employee Policy Manual

Motion by Mr. Brunn to Adopt a Resolution to Approve revisions to the Employee Policy Manual that include whistleblower protections, sexual harassment policy revisions and office safety revisions.

2nd by Mr. Mann

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

4 ayes 0 nays 1 absent

MOTION CARRIED



Northern Moraine Wastewater Reclamation District
Regular Meeting Minutes
October 12, 2021

j. Adopt a Resolution Authorizing Hiring of Financial Consultant

Manger Haque informed the Board that with all of the Grants and projects the Board is putting together, he felt it would be wise for the Board to consider hiring a Financial Consultant to keep track of grant money and expenditures. He reported that he would have more information at the next Board Meeting. No action taken.

11. MISCELLANEOUS CORRESPONDENCE

a. MCCG Membership Meeting

The October MCCG Membership meeting will be held October 27, 2021 at Niko's Grill and Pub in Marengo. Cocktail Reception starts at 5:30 pm and Dinner begins at 6:30 pm. RSVP by October 22, 2021.

12. APPROVAL OF BILLS

Motion by Mr. Brunn to approve payment of bills for the October 12, 2021 bill list as presented, in the amount of \$299,255.27.

2nd by Mr. Ragland

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

4 ayes 0 nays 1 absent

MOTION CARRIED

13. OTHER BUSINESS - NONE

ADJOURNMENT

Motion by Mr. Brunn to adjourn the meeting at 8:33 p.m.

2nd by Mr. Ragland

4 ayes 0 nays 1 absent

MOTION CARRIED