



NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

REGULAR MEETING MINUTES

February 10, 2025

Present in person: **Trustees:** John Ragland, Timothy Brunn, Caretina Tellez, Ken Michaels
District Clerk: Elisa Fisher
District Manager: Mohammed Haque
Guests: Trotter and Associates: Scott Trotter and Lindsay Muth
Island Lake Resident: Donald Saville
Holiday Hills Resident: Dan Below

President Michaels called the meeting to order at 7:30 p.m.

1. CALL TO ORDER:

Roll Call: Timothy Brunn – Present
John Ragland – Present
Caretina Tellez – Present
Ken Michaels – Present

2. **PLEDGE OF ALLEGIANCE:** Those present stood and pledged allegiance to the flag.

3. PUBLIC COMMENTS:

Island Lake resident Donald Saville addressed an email dated September 12, 2023, regarding his FOIA submission. He noted that Trustee Ragland had inquired with the Board as to why Mr. Saville had contacted the Attorney General's office about his FOIA request. Mr. Saville further mentioned that President Michaels indicated that lawyers were involved in the matter, while District Manager Haque stated that Mr. Saville had expressed dissatisfaction with the response from the Attorney General's office.

Mr. Saville explained that District Manager Haque had failed to answer his questions related to the FOIA request, despite being aware of the answers. He also pointed out that Haque had deferred his FOIA inquiry to the District's Attorney, resulting in additional legal costs. Mr. Saville emphasized that he did not wish for the District to incur attorney fees and reiterated that all he sought was the simple question of who owns the sewer pipes in Island Lake.

Additionally, Mr. Saville remarked that the Board of the Northern Moraine Wastewater District is supposed to have five members, not four. He expressed confusion as to why President Michaels had not ensured the Board maintained its full membership. Mr. Saville also mentioned reaching out to other Wastewater Districts, noting that they had provided clear answers to his inquiries without withholding any information. In conclusion, Mr. Saville reiterated that his primary request was for straightforward answers to his questions.

Holiday Hills resident Dan Below expressed his intention to build a home in the near future. However, he shared that McHenry County informed him they would not issue him a septic permit. He explained that the County cited the intergovernmental agreement between the District and Holiday Hills regarding ongoing construction as the reason for not issuing the permit.

President Michaels asked if there was a sewer line near the proposed building site. Mr. Below responded that the property is located on Birch St, and there is no sewer line in the area at this time. President Michaels mentioned that a sewer line might be included in future phases of development.



Northern Moraine Wastewater Reclamation District
Regular Meeting Minutes
February 10, 2025

Mr. Below stated that he would like to know when the District plans to install a sewer line so he can begin the process of building his home. Trustee Ragland inquired with District Manager Haque and Scott Trotter about the timeline for this area. District Manager Haque responded that the installation depends entirely on the funding the District receives.

Mr. Below then asked if the funds, when available, would be strictly allocated for the Holiday Hills sewer connection or if they could be used for other projects. The Board confirmed that the funds would be dedicated solely to the Holiday Hills sewer connection.

Finally, Mr. Below inquired if the District and Board were aware of a stormwater permit set to expire in 2026. Scott Trotter confirmed that the District is aware of the permit and intends to renew it at that time.

4. PRESENTATION & APPROVAL OF MINUTES:

a. Regular Meeting, January 13, 2025

Motion by Trustee Brunn to approve the Regular Meeting minutes of January 13, 2024, as presented.

2nd by Trustee Ragland

3 ayes 0 nays 1 abstained

b. Executive Meeting, January 13, 2025

Motion by Trustee Brunn to approve the Executive Meeting minutes of January 13, 2024, as presented.

2nd by Trustee Ragland

3 ayes 0 nays 1 abstained

5. TREASURER'S REPORT:

a. Approval of the Monthly Treasurer's Report for the month ending December 31, 2024

The Treasurer's Report was presented by Trustee Tellez.

Motion by Trustee Ragland to approve the Treasurer's Report for the month ending December 31, 2024, as presented.

2nd by Trustee Brunn

Roll Call: Timothy Brunn – Aye
John Ragland – Aye
Caretina Tellez – Absent
Ken Michaels – Aye

4 ayes 0 nays 0 absent

MOTION CARRIED

6. MANAGER'S REPORT: None

7. TRUSTEE REPORTS: None

8. LEGAL BUSINESS: None

9. OLD BUSINESS: None

10. NEW BUSINESS:



Northern Moraine Wastewater Reclamation District
Regular Meeting Minutes
February 10, 2025

a. Review of 2024 Wage Increases per Salary Administration Policy

Information only pursuant to the Salary Ordinance and Administration Policy and Procedures adopted in 2012 and revised in 2013.

b. Appraisal Update Services Agreement

Motion by Trustee Brunn to approve an Agreement with CBIZ Valuation Group, LLC in the amount of \$2,275 for Fixed Asset Reporting and Property Insurance Valuation Updating Services and Authorize the District Manager to execute the Agreement.

2nd by Trustee Ragland

Roll Call: Timothy Brunn – Aye
John Ragland – Aye
Caretina Tellez – Aye
Ken Michaels – Aye

4 ayes 0 nays 0 absent

MOTION CARRIED

c. Payment Request #6 for the Holiday Hills / Le Villa Vaupell – Phase 2 Sewer Project

Motion by Trustee Ragland to approve Pay Request #6 in the amount of \$716,831.11 to Trine Construction for the Holiday Hills / Le Villa Vaupell Sewer Extension Project – Phase 2.

2nd by Trustee Tellez

Roll Call: Timothy Brunn – Aye
John Ragland – Aye
Caretina Tellez – Aye
Ken Michaels – Aye

4 ayes 0 nays 0 absent

MOTION CARRIED

d. Change Order #1 – Holiday Hills /Le Villa Vaupell Sewer Extension Project – Phase 2-

District Manager Haque informed the Board that this was contingent upon receiving the grant funds. President Michaels updated the Board, stating that the matter was currently on hold in Congress, as a judge had ordered the release of these funds.

Motion by Trustee Tellez to approve Change Order #1 in the amount of \$977,582.56 to Trine Construction for the Holiday Hills / Le Villa Vaupell Sewer Extension Project – Phase 2.

2nd by Trustee Ragland

Roll Call: Timothy Brunn – Aye
John Ragland – Aye
Caretina Tellez – Aye
Ken Michaels – Aye

4 ayes 0 nays 0 absent

MOTION CARRIED



Northern Moraine Wastewater Reclamation District
Regular Meeting Minutes
February 10, 2025

e. Rate Study

For Discussion Only: Scott Trotter from Scott Trotter and Associates was present to answer any questions that the Board may have.

Trustee Brunn inquired about the installation cost for the meters. District Manager Haque responded that the District will only install meters at properties that have a city meter. Additionally, the District will need to establish an agreement with the Village to provide meter readings and a disconnection procedure.

District Manager Haque clarified that this was only for discussion and that it would be addressed in a future meeting. President Michaels explained that the plan is to raise rates by 7-10% over the next few years, noting that several variables were considered in calculating this figure. Both President Michaels and Trustee Brunn stated that they are considering a rate increase of 8%. The primary purpose of the increase is to fund the replacement of the sewer plant.

11. MISCELLANEOUS CORRESPONDENCE:

- a. MCCG Networking Event – Pickle Haus, Algonquin, IL – Wednesday, February 26, 2025

12. APPROVAL OF BILLS

Motion by Trustee Brunn to approve payment of bills for February 10, 2025, as presented, in the amount of \$947,045.73.

2nd by Trustee Ragland

Roll Call: Timothy Brunn – Aye
John Ragland – Aye
Caretina Tellez – Aye
Ken Michaels – Aye

4 ayes 0 nays 0 absent

MOTION CARRIED

13. OTHER BUSINESS: None

ADJOURNMENT

Motion by President Michaels to adjourn the meeting at 8:02 p.m.
Unanimously approved on a voice vote