



# NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

## REGULAR MEETING MINUTES

August 13, 2024

Present in person: Trustees: John Ragland, Caretina Tellez, Donald Ashley, Ken Michaels  
District Manager: Mohammed Haque; District Clerk: Elisa Fisher  
Absent: Trustee Timothy Brunn

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

### 1. CALL TO ORDER:

Roll Call:

John Ragland – Present  
Caretina Tellez – Present  
Donald Ashley – Present  
Ken Michaels – Present

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

3. **PUBLIC COMMENTS:** None

### 4. PRESENTATION & APPROVAL OF MINUTES:

a. Regular Meeting, July 9, 2024

Motion by Trustee Tellez to approve the Regular Meeting minutes of July 9, 2024, as presented.  
2nd by Trustee Ragland

4 ayes 0 nays 0 absent

**MOTION CARRIED**

### 5. TREASURER'S REPORT:

a. Approval of the Monthly Treasurer's Report for month ending June 30, 2024

The Treasurer's Report was presented by Trustee Tellez.

Motion by Trustee Tellez to approve the Treasurer's Report for the month ending June 30, 2024, as presented.

2nd by Trustee Ashley

Roll Call:

John Ragland – Aye  
Caretina Tellez – Aye  
Donald Ashley – Aye  
Ken Michaels – Aye

4 ayes 0 nays 0 absent

**MOTION CARRIED**

6. **MANAGER'S REPORT:** None



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**7. TRUSTEE REPORTS:** Trustee Ashley asked District Manager Haque if the District had found all the manhole covers in Port Barrington. District Manager Haque advised that the operators are still working on locating them all. Trustee Ashley also asked how the AT&T damage to the sewer is being addressed and District Manager Haque advised that AT&T is taking responsibility for it and will pay to have it fixed by the District.

**8. LEGAL BUSINESS: None**

**9. OLD BUSINESS: None**

**10. NEW BUSINESS:**

a. Variance Request for 221 Bassler Drive, Island Lake, Illinois

District Manger Haque advised the Board that this is Mike's Towing, a business that is in Island Lake. President Michael's also advised the Board that this is a stand alone building and it does not have water service from the Village and appears to have no bathroom. The property is not connected to the District's sewer.

Motion by Trustee Ragland to review and approve Variance Request for 221 Bassler Drive in Island Lake, Illinois.

2nd by Trustee Tellez

Roll Call:

John Ragland – Aye  
Caretina Tellez – Aye  
Donald Ashley – Aye  
Ken Michaels – Aye

4 ayes 0 nays 0 absent

**MOTION CARRIED**

b. Approve Engineering Services Agreement with Trotter & Associates for GIS Services

Motion by Trustee Ashley to approve Engineering Services Agreement with Trotter and Associates, Inc. in an amount not to exceed \$15,000 for GIS Services.

2nd by Trustee Tellez

Roll Call:

John Ragland – Aye  
Caretina Tellez – Aye  
Donald Ashley – Aye  
Ken Michaels – Aye

4 ayes 0 nays 0 absent

**MOTION CARRIED**

c. Review Annual Audit for Fiscal Year 2023-2024.

District Manager Haque advised the Board that this agenda item was informational and that the draft audit had been provided to the board. The audit team would be here next month to discuss and approve the audit.

**11. MISCELLANEOUS CORRESPONDENCE:**

a. MCGG Membership Mtg – Sunnyside Park, Johnsburg, IL – July 24, 2024



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**12. APPROVAL OF BILLS**

Motion by Trustee Tellez to approve payment of bills for August 13, 2024, as presented, in the amount of \$297,448.15

2nd by Trustee Ragland

Roll Call:

John Ragland – Aye  
Caretina Tellez – Aye  
Donald Ashley – Aye  
Ken Michaels – Aye

4 ayes 0 nays 0 absent

**MOTION CARRIED**

**13. OTHER BUSINESS:**

a. Executive Session

Motion by Trustee Ragland to go into Executive Session to discuss possible litigation.

2nd by Trustee Tellez

Unanimously approved on a voice vote.

**MOTION CARRIED**

*Regular Session ended at 7:45 pm*  
*Executive Session began at 7:45 pm*  
*Executive Session ended at 8:18 pm*  
*Regular Session reconvened at 8:18 pm*

President Michaels stated that no Board action was taken in the Executive Session regarding possible litigation. President Michaels also advised the Board that he had no issues with any member of the Board reaching out to the Village of Island Lake.

**ADJOURNMENT**

Motion by President Michaels to adjourn the meeting at 8:18 p.m.

Unanimously approved on a voice vote