



# NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

## REGULAR MEETING MINUTES

October 7, 2024

Present in person: Trustees: Timothy Brunn, Ken Michaels, John Ragland, Caretina Tellez, Donald Ashley  
District Clerk: Elisa Fisher  
District Manager: Mohammed Haque was present via phone  
District Attorney: Alexander Planeto

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  
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, September 9, 2024

Motion by Trustee Brunn to approve the Regular Meeting minutes of September 9, 2024, as presented.

2nd by Trustee Ragland

5 ayes 0 nays 0 abstain

**MOTION CARRIED**

#### b. Executive Meeting, August 13, 2024

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

2nd by President Brunn

5 ayes 0 nays 0 abstain

**MOTION CARRIED**

### 5. TREASURER'S REPORT:

#### a. Approval of the Monthly Treasurer's Report for month ending August 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 August 31, 2024, as presented.

2nd by Trustee Brunn

Roll Call: Timothy Brunn – Aye  
John Ragland – Aye



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

5 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:**

a. Annual Treasurer's Report for the Fiscal Year Ending April 30, 2024

Motion by Trustee Brunn to approve the Annual Treasurer's Report for the fiscal year ending on April 30, 2024, and authorize the District Clerk to make the report available pursuant to State Statutes.

2nd by Trustee Ashley

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

5 ayes 0 nays 0 absent

**MOTION CARRIED**

b. Approve Payment Request #2 – Holiday Hills /Le Villa Vaupell Sewer Extension Project – Phase 2

Motion by Trustee Brunn approve Pay Request #2 in the amount of \$385,887.92 to Trine Construction for the Holiday Hills / Le Villa Vaupell Sewer Extension – Phase 2 Project.

2nd by Trustee Tellez

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

5 ayes 0 nays 0 absent

**MOTION CARRIED**

c. District Insurance Policy Renewals 2

Motion by Trustee Brunn to enter into policy agreements with Illinois Counties Risk Management Trust for Property, Liability, Automobile, Crime and Inland Marine Coverage for an amount of \$50,212 from December 1, 2024 to December 1, 2025; Lloyd's of London for Cyber Liability Coverage for an amount of \$5,590 from December 1, 2024 to December 1, 2025; Voyager Indemnity Insurance for Flood Insurance for an amount of \$12,774 from December 1, 2024 to December 1, 2025 and Illinois Counties Risk Management Trust for Workers Compensation Insurance for \$11,221 from December 1, 2024 to December 1, 2025 and Assured Partners for an Agency Fee of \$8,000 from December 1, 2024 to December 1, 2025, and to authorize the District Manager execute agreements to bind coverage.

2nd by Trustee Ragland



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

5 ayes 0 nays 0 absent **MOTION CARRIED**

d. Investment and Fiscal Operations Policy

Motion by Trustee Tellez approve a Resolution Updating the District’s Investment and Fiscal Operations Policy.  
2nd by Trustee Ragland

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

5 ayes 0 nays 0 absent **MOTION CARRIED**

e. Employee Dental and Life Insurance Policy Renewals

Moved to the next Board meeting, November 11, 2024.

**11. MISCELLANEOUS CORRESPONDENCE:**

a. MCCG Membership Mtg – Village of Cary – Wednesday, October 23, 2024

**12. APPROVAL OF BILLS**

Motion by Trustee Brunn to approve payment of bills for October 7, 2024, as presented, in the amount of \$739,484.13

2nd by Trustee Tellez

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

5 ayes 0 nays 0 absent **MOTION CARRIED**

**13. OTHER BUSINESS: None**

**ADJOURNMENT**

Motion by President Michaels to adjourn the meeting at 7:44 p.m.  
Unanimously approved on a voice vote