



# NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

## REGULAR MEETING MINUTES

July 14, 2025

Present in person: **Trustees:** John Ragland, Timothy Brunn, Caretina Tellez, Theresa Neises, Ken Michaels  
**District Clerk:** Elisa Fisher  
**District Manager:** Mohammed Haque  
**District Attorney:** Not present  
**Guest:** None

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  
Theresa Neises – 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 June 9, 2025

Motion by Trustee Brunn to approve the Regular Meeting minutes of June 9, 2025, as presented.  
2nd by Trustee Tellez

4 ayes 0 nays 1 abstain

### 5. OATH OF OFFICE:

a. Having been duly appointed, Theresa Neises took the Oath of Office

### 6. TREASURER'S REPORT:

a. Approval of the Monthly Treasurer's Report for the month ending May 31, 2025

The Treasurer's Report was presented by Trustee Brunn.

Motion by Trustee Tellez to approve the Treasurer's Report for the month ending May 31, 2025, as presented.  
2nd by Trustee Ragland

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

4 ayes 0 nays 1 abstain

**MOTION CARRIED**

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

7. **TRUSTEE REPORTS:** None



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**8. LEGAL BUSINESS: None**

**9. OLD BUSINESS: None**

**10. NEW BUSINESS:**

a. Approve Services Agreement for FY 2025-26 Funding Assistance with Trotter & Associates

Motion by Trustee Ragland to adopt a Resolution Authorizing the District Manager to enter into a contract with Trotter & Associates for Funding Assistance for an amount not to exceed \$30,000.

2nd by Trustee Brunn

Timothy Brunn – Aye  
John Ragland – Aye  
Caretina Tellez – Aye  
Theresa Neises – Aye  
Ken Michaels – Aye

5 ayes 0 nays 0 absent

**MOTION CARRIED**

b. Approve Pay Request #10 for Holiday Hills / Le Villa Vaupell Phase 2 Project

Motion by Trustee Brunn to approve Pay Request #10 for Holiday Hills / Le Villa Vaupell Phase 2 Project in the amount of \$588,130.34.

2nd by Trustee Tellez

Roll Call:

Timothy Brunn – Aye  
John Ragland – Aye  
Caretina Tellez – Aye  
Theresa Neises – Aye  
Ken Michaels – Aye

5 ayes 0 nays 0 absent

**MOTION CARRIED**

c. Approve Semi-Annual Strategic Plan Review

Motion by Trustee Ragland to Review and Adopt the Strategic Plan and updated Report of Performance.

2nd by Trustee Tellez

Roll Call:

Timothy Brunn – Aye  
John Ragland – Aye  
Caretina Tellez – Aye  
Theresa Neises – Aye  
Ken Michaels – Aye

5 ayes 0 nays 0 absent

**MOTION CARRIED**

d. September 2025 Board Meeting Date

Motion by President Michaels to move the September 8, 2025 Board Meeting Date to September 15, 2025 and post the appropriate notices.

2nd by Trustee Ragland

Roll Call:

Timothy Brunn – Aye  
John Ragland – Aye  
Caretina Tellez – Aye  
Theresa Neises – Aye  
Ken Michaels – Aye

5 ayes 0 nays 0 absent

**MOTION CARRIED**



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**14. MISCELLANEOUS CORRESPONDENCE:**

- a. MCCG Membership Meeting – Johnsburg Community Club – Wednesday, July 23, 2025

**15. APPROVAL OF BILLS**

Motion by Trustee Brunn to approve payment of bills for July 14, 2025, as presented, in the amount of \$846,475.04.

2nd by Trustee Ragland

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

5 ayes 0 nays 0 absent

**MOTION CARRIED**

**16. OTHER BUSINESS:**

**a. Executive Session**

Motion by President Michaels to go into Executive Session to discuss Pending Lawsuit.

2nd by Trustee Ragland

Unanimously approved on a voice vote.

**MOTION CARRIED**

*Regular Session ended at 7:46 pm*

*Executive Session began at 7:46 pm*

*Executive Session ended at 8:03 pm*

*Regular Session reconvened at 8:03 pm*

**ADJOURNMENT**

Motion by President Michaels to adjourn the meeting at 8.03 p.m.

Unanimously approved on a voice vote