



# NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

## REGULAR MEETING MINUTES

January 12, 2026

Present in person: **Trustees:** John Ragland, Timothy Brunn, Caretina Tellez, Theresa Neises, Ken Michaels  
**Deputy Clerk:** Madalina Roscan  
**District Manager:** Mohammed Haque  
**District Attorney:** Not present  
**Guest:** Eric Johnson, Christen McLeon, and Kyle Brooks

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:** Kyle Brooks appeared on behalf of his wife, Elisa Fisher and distributed letters to the Board members and excused himself from the meeting.

President Michaels asked if the board was comfortable moving the presentation of information on Agenda Item 10c up on the agenda. Hearing no objections, Item 10c was moved up.

### 10c. Approval of Contract with FirsTech for Lockbox/Elockbox

Representatives from FirsTech, Eric Johnson and Christen McLeon provided a presentation to the Board regarding Lockbox / eLockbox billing services.

### 4. PRESENTATION & APPROVAL OF MINUTES:

#### a. Regular Meeting December 15, 2025

Motion by Trustee Ragland to approve the Regular Meeting minutes of December 15, 2025, as presented.  
2nd by Trustee Tellez

5 ayes 0 nays 0 absent

#### b. Executive Meeting December 15, 2025

Motion by Trustee Brunn to approve the Executive Meeting minutes of December 15, 2025, as presented.  
2nd by Trustee Ragland

5 ayes 0 nays 0 absent

### 5. TREASURER'S REPORT:

#### a. Approval of the Monthly Treasurer's Report for the month ending November 30, 2025

The Treasurer's Report was presented by Trustee Brunn.

Motion by Trustee Ragland to approve the Treasurer's Report for the month ending November 30, 2025, as presented.

2nd by Trustee Tellez



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

5 ayes 0 nays 0 abstain **MOTION CARRIED**

**6. MANAGER’S REPORT:** District Manager Haque presented the Manager’s Report.

**7. TRUSTEE REPORTS: None**

**8. LEGAL BUSINESS: None**

**9. OLD BUSINESS: None**

**10. NEW BUSINESS:**

a. Approval of Ordinance 26-01 to Abate GO Bond Taxes for 2025

Motion by Trustee Brunn to approve the Ordinance 26-01 to Abate GO Bond Taxes for 2025.  
2<sup>nd</sup> call by Trustee Ragland

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

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

b. Approval of Resolution Designating Surplus Property for Auction

Motion by Trustee Brunn to approve the Resolution Designating Surplus Property for Auction.  
2<sup>nd</sup> 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. Approval of Contract with FirsTech for Lockbox/Elockbox

Motion by Trustee Brunn to Authorize the District Manager to Adopt the Contract with FirsTech for Lockbox and Elockbox services, subject to attorney approval.  
2<sup>nd</sup> 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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**11. MISCELLANEOUS CORRESPONDENCE:**

MCCG Legislative Dinner – January 28, 2025 – Crystal Lake Brewing, Crystal Lake, IL

**12. APPROVAL OF BILLS**

Motion by Trustee Brunn to approve payment of bills for January 12, 2026, as presented, in the amount of \$179,273.12.

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**

**13. OTHER BUSINESS:**

a. None

**ADJOURNMENT**

Motion by President Michaels to adjourn the meeting at 8:26 p.m.  
Unanimously approved on a voice vote