



NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

REGULAR MEETING MINUTES

February 09, 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: None

President Michaels called the meeting to order at 7:45 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 December 15, 2025

Motion by Trustee Brunn to approve the Regular Meeting minutes of January 15, 2026, 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 December 31, 2025

The Treasurer's Report was presented by Trustee Brunn.

Motion by Trustee Brunn to approve the Treasurer's Report for the month ending December 31, 2025, as presented.

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 abstain

MOTION CARRIED

6. **MANAGER'S REPORT:** District Manager Haque presented the Manager's Report. The District Manager presented the NACWA Award for Advancing Nutrient Trading within the Circular Water Economy, noting that we were 1 of 2 utilities nationwide to get this award for Collaborative work within our Watershed. The Board recommended that letters be sent to legislators to inform them of the recognition.



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7. **TRUSTEE REPORTS: None**

8. **LEGAL BUSINESS: None**

9. **OLD BUSINESS: None**

10. **NEW BUSINESS:**

a. Election of District Clerk and Assistant Clerk

Motion by Trustee Brunn to approve the Election of Madalina Roscan as District Clerk, and Jennifer Duron as Assistant Clerk.

2nd 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. Appointment of FOIA Officers

Motion by Trustee Brunn to approve the appointment of Mohammed Haque and Jasmin Bait as the District's FOIA Officers

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

Appointment of OMA Officers

Motion by Trustee Brunn to approve the appointment of Mohammed Haque and Madalina Roscan as the District's OMA Officers

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. Approval of Pay Request #13 for the Holiday Hills/Le Villa Vaupell – Phase 2 Sewer Project

Motion by Trustee Ragland to approve Pay Request #13 for the Holiday Hills /Le Villa Vaupell – Phase 2 in the amount of \$266,591.64.

2nd by Trustee Brunn

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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d. Salary Update

The board reviewed the salary update. Trustee Neises asked some clarifying questions about some increases in Operations staffing compensation. President Michaels informed the board that this was for information only and the board normally just reviews the information only.

e. Approval of Agreement with CBIZ, Inc. for the Annual Asset Appraisal Update

Motion by Trustee Brunn to approve the Agreement with CBIZ, Inc. for the Annual Asset Appraisal Update for an amount of \$2,400.

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

11. MISCELLANEOUS CORRESPONDENCE:

MCCG Membership Meeting – February 25, 2026 – McHenry County Historical Society

12. APPROVAL OF BILLS

Motion by Trustee Brunn to approve payment of bills for February 09, 2026, as presented, in the amount of \$622,560.91.

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 8:16 p.m.
Unanimously approved on a voice vote