

Lost Lake Utility District Regular Meeting
404 Lake Court, Dixon Illinois
October 20, 2009

- I. **Call to Order and Roll Call:** Nadine Portner called the meeting to order at 7:00 pm. Trustees present: Nadine Portner, Bill Weronko, Joe Olliges, Ron Berger, George Kersten, Dave Shaw, and Jerry Pohlman. Also Present: Sheila Warner, Treasurer; Susan Steffens, Secretary; Jay Mulholland of Flagg Construction & Excavation; and members of the community.
- II. **Pledge of Allegiance**
- III. **Approval of the Agenda:** Nadine amended the agenda by adding *well-house roof* under new business. Ron made a motion to approve the amended agenda. George seconded the motion (10-20-09-1).
- IV. **Approval of the Minutes:** Joe made a motion to approve the September 15, 2009 regular meeting minutes. Jerry seconded the motion. The motion was approved by roll-call vote (10-20-09-2). Dave abstained. Joe made a motion to approve the October 1, 2009 Special Meeting minutes. Dave seconded the motion. The motion was approved by unanimous roll-call vote (10-20-09-3).
- V. **Treasurer's Report:** Sheila reported for the period ending September 30, 2009 *Operating Account:* beginning balance: \$112,015.21; receipts: \$26,580.21; expenditures: \$37,509.19; ending balance: \$101,086.59. *Project Fund-FNB:* beginning balance: \$44,196.53; receipts: \$308,393.43; expenditures: \$57,240.00; ending balance: \$295,349.96. *Debt Service Bond Fund-FNB:* beginning balance: \$44,142.06; receipts: \$7,520.98; ending balance: \$51,663.04. *CD Fund-Harvard State Bank:* beginning balance: \$241,555.73; ending balance: \$241,555.73. *CD Fund-FNB:* beginning balance: \$170,000.00; ending balance: \$170,000.00. *Debt Service Reserve Fund-FNB:* beginning balance: \$89,546.83; ending balance: \$89,546.83. *CDAR Account-Amcore:* beginning balance: \$300,000.00 (account as of this date has been closed, money has been transferred to the project fund); receipts: \$8,339.08; ending balance: \$308,339.08. *CD Fund-Amcore:* beginning balance: \$250,000.00; ending balance: \$250,000.00. Discussion was held by the Board.

Ron made a motion to accept the Treasurer's report. George seconded the motion. The motion was approved by unanimous roll-call vote (10-20-09-4).
- VI. **Old Business**

Office Report: Susan reported that we billed out \$92,856.84, \$46,001.00 has been collected. Steve Larry of the RCD has requested to buy-in to the AlertNow System. The Board stated this has been visited and has rejected any entities to buy-in to the system.

USDA Loan: Nadine reported that she has informed Fehr-Graham to cease any work regarding the USDA Loan due to costs involved with that endeavor.

WWTP updates/change orders: Nadine stated that at the recent construction meeting on October 15th, a partial shipment of the sand filter has been delivered and the lift station will be delivered within the next two weeks. Due to the size of the deliveries to the POA parking lot, Todd, project foreman for Mechanical, will contact Don Finn. Bennett Construction will paint the building in the spring due to moisture in the walls of the sewer plant. Blowers and heaters will be installed in December. There is nothing in the plans for a new garage door, and we will pursue the cost of the new one in the spring. Gary Chase of IRWA has been invited to the next construction meeting.

Nadine also reported we received two estimates for the concrete floor in the garage of the sewer plant. Ken Oltmann's: \$2,100.00 and C&J's: \$1,600.00. Insurance is still being checked on. Joe felt that flooring was in the original plans. Joe also felt that 50,000 gallons of upstream storage was needed. We need a definitive answer as to those tanks currently in the basement of the WWTP, are they going to be utilized. Bill stated he will look into it. The next construction meeting will be on Thursday, October 29th at 1:00 pm. Bill stated he will be unable to attend the meeting. Dave stated he would be there.

Bridge/Main Repair update: Jay Mulholland of Flagg Construction presented his ideas for the main repair on Woodland Drive. Discussion was held by the Board. Joe will check boundaries of the easement. A committee of Bill and Joe will work on this project to expedite its completion due to weather.

Unmetered water pump update: Tabled

Badger/Connect Service Contract: Susan made a recommendation to pay for the service agreement for Connect Software in the amount \$989.00. Joe made motion to pay Badger Meter for the Connect Software service agreement not to exceed \$989. Bill seconded the motion. The motion was approved by unanimous roll-call vote (10-20-09-5).

Service Truck: Nadine reported that the Utility has purchased a 2000 GMC service truck with a generator and air compressor for the total amount of \$5,500.00. A BP fuel card has been acquired for oil and fuel.

Generator update: Bill reported that he is still acquiring data in regards to the generator and manual transfer switches. Bill has requested a change order with the removal of the generator from the plans, and the generator is to be completed at the end of the project.

VII. New Business

2010 Budget Sheila presented the 2010 proposed budget. Discussion was held by the Board.

Evergreen Road Repair: Gary of Rabine Paving has been contacted in regards to unsatisfactory work completed. He will have it corrected weather permitting.

Revenue Review Committee: Nadine established a committee to review 2010 budget requirements and potential shortfalls and determine solutions. The committee consists of George, Dave, Susan, and Tom Wendling.

Authorization for pay out: After review and approval by Mick Gronewold, PE of Fehr-Graham, Bill made a motion to approve pay application No. 2 in the amount, not exceed \$72,759.00 Ron seconded the motion. The motion was approved by unanimous roll-call vote (10-20-09-6).

Well-house roof: Two estimates from McDermaid and Freeport Roofing for roof repair to the well house were more than expected. Marty Portner and Tom Wendling volunteered to “band-aid” the roof for the cost of material. George stated he could provide the membrane needed for the repair.

VIII. Guest/Public Opinion

Mike Robinson: Q. Are you concerned that the RCD buying into AlertNow would dilute it? A. Yes.

Q. Do you need a generator for a power outage? A. Yes.

Q. What is mileage reimbursement for? A. Post office, mail pick up.

Q. How many people are on the Revenue Committee? A. Four.

Q. The well-house roof needs to be replaced? A. Yes, we need at least a repair.

Tom Wendling: Q. Generator hook-up costs how much? A. \$20,000 makes a portable generator workable at both the pump house and sewer plant.

VIII. **Adjournment:** Dave made a motion to adjourn the meeting. Bill seconded the motion. The motion was approved by unanimous vote (10-20-09-7). The meeting ended at 8:55 pm. The next meeting will be held on November 17, 2009 at 7:00 pm.

10-20-09-1	Approval of the agenda
10-20-09-2	Approval of the September 15, 2009 minutes
10-20-09-3	Approval of the October 1, 2009 Special Meeting minutes
10-20-09-4	Approval of the treasurer’s report
10-20-09-5	Approval of Connect Service Agreement
10-20-09-6	Pay request No. 2
10-20-09-7	Adjournment