

Lost Lake Utility District Regular Meeting  
404 Lake Court, Dixon Illinois  
September 15, 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 and Jerry Pohlman. Also Present: Sheila Warner, Treasurer; Susan Steffens, Secretary; Alice Ohrtmann of Fehr-Graham; and members of the community. Dave Shaw absent.
- II. **Pledge of Allegiance**
- III. **Approval of the Agenda:** Nadine amended the agenda by adding *long range planning report* and *Evergreen Terrace road repair* under new business. Joe made a motion to approve the amended agenda. Bill seconded the motion. The motion was approved by unanimous roll-call vote (9-15-09-1).
- IV. **Approval of the Minutes:** Joe made a motion to approve the August 18, 2009 regular meeting minutes. Ron seconded the motion. The motion was approved by unanimous roll-call vote (9-15-09-2).
- V. **Treasurer's Report:** Sheila reported for the period ending August 31, 2009 *Operating Account:* beginning balance: \$136,291.09; receipts: \$16,431.84; expenditures: \$40,707.72; ending balance: \$112,015.21. *Project Fund-FNB:* beginning balance: \$44,177.84; receipts: \$18.69; ending balance: \$44,196.53. *Debt Service Bond Fund-FNB:* beginning balance: \$36,624.87; receipts: \$7,517.19; ending balance: \$44,142.06. *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; ending balance: \$300,000.00. *CD Fund-Amcore:* beginning balance: \$250,000.00; ending balance: \$250,000.00. Discussion was held by the Board.

A budget meeting will be held at the end of September.

Joe made a motion to accept the Treasurer's report. Ron seconded the motion. The motion was approved by unanimous roll-call vote (9-15-09-3).

VI. **Old Business**

**Office Report:** Susan reported that of \$91,682.40, \$90,134.00 has been collected. Two promises to pay to avoid shut off. 20 accounts for availability are past due. One account in particular will be sent to collections.

In regards to letters to the Representatives regarding Stimulus funding, Senator Bivens' office is still working on it and Representative Mitchell office provided a Community Initiative Funding Request form, which was filled out. If we are approved out of the State capital fund the requested funds are considered grant money. Last year no monies were awarded, but the applications never expire. If the

projects are completed by loans and the money is awarded you may use the money for other projects or you may pay the debt of the original project.

A chemical feed pump will be ordered from Mike Grover of United Laboratories.

**USDA Loan:** Alice reported that she has submitted the loan request along with the water usage summary, copy of the audit, and financials. In a few weeks, we should hear what we are eligible for and a commitment for the terms of the loan.

**WWTP updates/change orders:** Nadine provided a schedule. Clearing will start tomorrow. A schedule will be posted at the office. There are three change orders No. 1 for the use of the burn pile there is a \$500 credit. No. 2 is a \$21,613 credit for demolition in the wastewater treatment plant. The local contractor will charge \$7,500. No. 3 Generator is still needed and Bill reported a 100KW in an enclosure is most cost efficient. A new generator will cost \$29,000, which includes the automatic bus transfer switch (ABT). Alice reported that she is waiting for the cost reduction for a manual bus transfer switch (MBT). A portable generator is much less than \$29,000. The credit would be approximately \$27,000, plus a labor credit. Labor credit could be used for the switches at the sewer plant and the well. Bill requested a price from Alice for a 100 KW generator with two MBT switches. Joe made motion to scrap the existing generator at no cost to the District. Nadine seconded the motion.

Nadine reported and provided a letter/invoice request from Fehr-Graham in the amount of \$12,000. The increase of cost was due to the IEPA conferences with Fehr-Graham. The Board discussed the do-not-exceed provision in the original contract and Bill requested a private conference with Alice in regards to negotiating that bill.

**Bridge/Main Repair update:** Nadine reported that she met with the POA and she provided its engineering plans for the bridge repair.

Bill will work on the verbiage for the bid notice to bid the water main repair. Joe suggested that directional boring should be done to correct the problem. Steel encasement and ductile iron was also discussed.

**Unmetered water pump update:** Tabled

## VII. New Business

**Main Break (Rock & Kaskaskia)** Nadine updated that the small leak at Rock and Kaskaskia has been repaired. Pfoutz worked a full day on this repair. Joe suggested that another contractor be contacted during the next repair due to the fees charged. Nadine is establishing an inventory of supplies to be on-hand for repairs.

**Pay Request No. 1** Joe made a motion to approve payment of \$57,240 for pre-construction work for the wastewater treatment plant. George seconded the motion. The motion was approved by unanimous roll-call vote (9-15-09-04).

**Long Range Planning Report** Ron reported that on September 9<sup>th</sup> he attended the meeting, which will be held every month. The POA plans to send a survey to property owners in regards to long-range plans. The office where we rent may be for

sale. In the future, they may opt to build an office at the West Entrance to house the three community entities. Ron plans to attend the next meeting.

**Evergreen Road Repair** Nadine reported that the repair estimates are underway.

#### VIII. Guest/Public Opinion

Mike Robinson: Q. How much are hook-up and application fees this year? A. \$5950.00

Q. Wastewater Treatment Plant, \$5531, what was that for? A. Engineering fees.

Q. Timber Trail, \$1067.50, is that where the road fell through? A. No. Water-main break.

Q. Sam Card, is that a Sam's Card? A. No, auditor. That's his name.

Q. 20 accounts outstanding, \$1,200? A. Of \$91,000, \$90,000 has been collected.

Q. How much did LLUD pay to transfer the generator here? A. \$2400.

Q. What does ABT and MBT stand for? A. Automatic Bus Transfer and Manual Bus Transfer.

Tom Wendling: Q. Who is completing the repair work on St. Francis? A. We are getting estimates.

Marty Portner: Q. Can Mike do the work for main breaks? A. We need heavy equipment.

VIII. **Adjournment** Bill made a motion to adjourn the meeting. Joe seconded the motion. The motion was approved by unanimous vote (9-15-09-05). The next meeting will be held on October 20, 2009 at 7:00 pm.

9-15-09-1	Approval of the agenda
9-15-09-2	Approval of the minutes
9-15-09-3	Approval of the treasurer's report
9-15-09-4	Pay request No. 1
9-15-09-5	Adjournment