

**Lost Lake Utility District Meeting
404 Lake Court, Dixon Illinois
February 19, 2008**

- I. **Call to Order and Roll Call:** Joe Olliges called the meeting to order at 7:00 pm. Trustees present: Joe Olliges, Bill Weronko, Jerry Pohlman, George Kersten, Ron Berger, Nadine Portner, and Dave Shaw. Also present: Sheila Warner, Treasurer; and Susan Steffens, Secretary.

- II. **Pledge of Allegiance**

- III. **Approval of the Agenda:** Dave made a motion to approve the Agenda. Jerry seconded the motion. The motion was approved by unanimous roll-call vote (2-19-08-1).

- IV. **Approval of the Minutes:** George made a motion to approve the January 15, 2008 minutes. Ron seconded the motion. The motion was approved by unanimous roll-call vote (2-19-08-2).

- V. **Treasurer's Report:** Sheila reported that for the reporting period of January 1, 2008 through January 31, 2008. Operating Account beginning balance \$29,843.29. Receipts totaled \$41,921.75. Expenditures totaled \$19,068.71. Ending balance \$52,696.33. Project Fund beginning balance \$1,340,059.77. Interest deposit of \$4,560.12. Ending Balance \$1,344,619.89. Debt Service Reserve Fund Beginning balance \$87,614.42. Interest deposit of \$201.10. Ending balance \$87,815.52. Debt Service Bond Fund beginning balance \$48,390.47. Interest deposit of \$101.24. Ending balance \$48,491.71. Bills were presented. Ron made a motion to accept the Treasurer's Report and to pay bills. Dave seconded the motion. The motion was approved by unanimous roll-call vote (2-19-08-3)

- VI. **Old Business:** Joe reported on the wastewater treatment plant and the Flagg Road water main looping. Everything is on schedule. There has been a meter placed at the sewerage plant to collect data. Dave gave an update on the hiring of a Certified Operator details will be reported in Executive Session. Bill gave an update on the 175KW Generator. The building and installation estimate is \$66,500 from Complete Electric in Rock Falls. Nadine gave an update regarding legal costs from Attorney Mike Scheurich. After speaking with Attorney Scheurich, he stated he did not want to waste time sitting down and discussing this bill. Discussion was held by the Board regarding range of payment, the matter has been tabled until the March 4, 2008 Special Meeting.

Grinder Pumps update Joe stated policy and procedures must be in place before acceptance of these pumps. There is no money in the budget for the pumps or any liability of the pumps. The Board held discussion regarding the pumps. Bill felt it was too early accept the responsibility of the pumps. Dave

made a motion to accept the pumps and to continue to provide the service of the pumps and maintain the service that is being provided by the POA. Ron seconded the motion. Discussion was held by the Board. Tom Wendling interjected that the POA at this time has no policies or procedures regarding the pumps. The pumps were purchased by the POA. There haven't been any problems. Nadine requested that the POA continue to provide that service. The motion was defeated by roll-call vote. George, nay; Ron, yea; Jerry, nay; Bill, nay; Joe, nay; Nadine, nay; and Dave, yea. Bill proposed to head a committee that will look into the details, policies, and procedures. Dave volunteered to be on that committee. The community/guests were invited to become part of this committee there was no response. Susan volunteered as the third member of the committee.

- VII. New Business:** RVS Billing System update: Nadine reported that the best-priced recommended laser printer costs under \$800.00. RVS software may be purchased over twelve months with no interest or finance charges. Software costs are around \$2000.00. It is based on account usage. The operating system for the software is Windows XP Pro at the cost of \$139.00 each to upgrade two computers. Joe stated that a bill would be sent to delinquent customers. The software for the Badger meters costs \$750.00. Nadine made a motion to purchase the printer from Tiger Direct, Inc. and the RVS Billing software. Dave seconded the motion. The motion was approved by unanimous roll-call vote (2-19-08-4).

Joe proposed to the Board that in the case of authorizing consulting services to the terms and conditions of agreements up to \$5000.00 through Fehr-Graham his signature authorizes preliminary proposal or work order. Bill seconded the motion. Discussion was held in regards to the range of fees. Set rates were discussed. The motion was approved by unanimous roll-call vote (2-19-08-05).

On March 4, 2008, there will be a Special Public Meeting in regards to the 2008 Budget for the Lost Lake Utility District at 7:00 pm at the Lake Court Center.

VIII. Guest/Public Opinion

Mike Robinson: Q. Treasurer's Report--Illinois Rural Water, what is that for?
A. That is for services rendered. Everything that is done is billed: Operator expenses, any billing questions, etc. There contract is \$1500 these are added on.

Q. JULIE charges? A. Yes. JULIE charges the Utility, not the homeowner requesting service.

Q. Susan and Sheila received more money in January. A. They worked more hours.

Q. What data are they collecting at the wastewater treatment plant? A. EPA permit requires flow data--what goes in and how it goes out.

Q. The generator building, \$66,500.00 that quote is for the building and all the hooking up. A. Yes.

Q. In regards to Mike Scheurich, if you pay something, the argument can be that you are acknowledging you are responsible for the bill. A. Legal guidance has suggested that we owe something. We are not in agreement at to how much.

Q. March 4, 2008 meeting is that the Operating Budget? A. Yes. It is an informational meeting.

Comment: Once the Utility accepts the grinder pumps, you are responsible to afford the same opportunity to the community. If you don't have a pump to give, you are creating a problem.

Q. (Main Extensions) If I want to build a house, does the district have to pay for a permit? A. Yes, through the Engineer who reports to the EPA for the extension. The cost to the homeowner is dependant upon the location after 200 feet.

Mike Carr Q. I am a new homeowner and would like to offer my services in regards to the generator. A. Thank you, quote the project. We are looking for competition.

RECESS INTO EXECUTIVE SESSION: The Board, all Trustees present, went into Executive Session to discuss personnel matters.

IX. Adjournment

Bill made a motion to close Executive Session and adjourn the regular meeting. Dave seconded the motion. The motion was approved by unanimous roll-call vote (2-19-08-6). The meeting was adjourned at 8:48 pm. The next meeting will be held on March 4, 2008 at 7:00 pm.

2-19-08-1 Approval of the Agenda

2-19-08-2 Approval of the Minutes

2-19-08-3 Approval of the Treasurer's Report

2-19-08-4 Approval to purchase Printer and Billing Software

2-19-08-5 Approval of engineering/signature authorization

2-19-08-6 Adjournment