

**Lost Lake Utility District Regular Meeting  
404 Lake Court, Dixon, Illinois  
June 17, 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, Nadine Portner, Dave Shaw, Jerry Pohlman, George Kersten, and Ron Berger. Also present: Susan Steffens, Secretary; Sheila Warner, Treasurer; and members of the community.
- II. **Pledge of Allegiance**
- III. **Approval of the Agenda:** Bill made a motion to approve the agenda. Ron seconded the motion. The motion was approved by unanimous roll-call vote (6-17-08-1).
- IV. **Approval of the Minutes:** Bill made a motion to approve the regular meeting minutes of May 20, 2008. Jerry seconded the motion. The motion was approved by unanimous roll-call vote. Joe Olliges and Dave Shaw abstained. (6-17-08-2).
- V. **Treasurer's Report:** Sheila reported that the period ending May 31, 2008: For this quarter there is expected to be just over \$94,000. *Operating Account:* Beginning Balance: \$97,150.78. Six (6) receivable totaling \$17,487.89. Thirty-one (31) expenditures totaling \$20,902.16. Ending Balance: \$93,736.51. *Project Fund:* Beginning Balance: \$1,307,729.44. One (1) interest deposit \$2,444.03. Four (4) expenditures totaling \$48,628.60. Ending Balance: \$1,261,544.87. *Debt Service Reserve Fund:* Beginning balance \$88,316.10. One (1) interest deposit \$148.19. No expenditures. Ending balance: \$88,464.29. *Debt Service Bond Fund:* Beginning balance: \$48,729.49. One (1) interest deposit \$61.46. No expenditures. Ending balance: \$48,790.95. Ron made a motion to accept the Treasurer's Report. George seconded the motion. The motion was approved by unanimous roll-call vote (6-17-08-3).
- VI. **Old Business**

Wastewater Treatment Plant design update: Alice Ohrtmann of Fehr-Graham reported that the project is on schedule. After we receive permit, we will go to bid in late July, early August. Joe stated that there is a change that was added. Aeration will be added in one of the existing tanks with a blower in order to control odor. A copy of the plans will be sent to the office along with a CD.

Water Meter Update & ORION Training Schedule: Joe stated that 70 radiometers have been installed. On June 30 and July 1, the office will be closed due to training.

Past due accounts and billing update: Nadine reported that there are 22 past due accounts totaling approximately \$7000. There are three customers that owe a majority of the money if they are removed from the total. \$2750.00 is still outstanding. 16 accounts never received bills. These accounts are uncollectable. Approximately \$38,000 has been collected in past due accounts since January.

T6 agreement: Bill made a motion to authorize Joe to sign the T6 lease agreement of \$200 per month rent of the water tower. Ron seconded the motion. The motion was approved by unanimous roll-call vote (6-17-08-4). Joe will schedule the electric hook-up.

2007 property tax clarification: 2007 property taxes were credited to the utility at closing. The 15 days the District owned the utility, a 5 percent tax exemption was received. The District is tax exempt for 2008.

## **V. New Business**

Bid Acceptance & Approval for the Flagg Road Water Main Extension, pending IEPA Approval: We received IEPA approval. Alice Ohrtmann reported that on June 12, 2008 the bid opened for the Flagg Road extension. We received six bids. High bid came in at \$166,000; Low bid came in at \$136,770 from Martin & Company of Oregon. They are good contractors. The three different project engineers at Fehr-Graham that have worked with them are pleased with their work and working with them. After talking to them, they stated they are good to go. Alice felt that approving their bid of \$136,770 is in the District's interest. This is a unit price bid. Both projects will be sent to the office, along with the contract. Bill made motion to accept the bid and authorize Joe Olliges to sign the Martin & Company Excavating, Inc. contract. Nadine seconded the motion. The motion was approved by unanimous roll-call vote (6-17-08-5). Bill made a motion to authorize Joe Olliges to sign up to \$5000 and up to 10 percent of the contract amount for change-out orders. Ron seconded the motion. The motion was approved by unanimous roll-call vote (6-17-08-6).

State of Illinois Community Development Assistance Program Survey: Ellen Bergeson is a grant writer. The first step in receiving a grant is the completion of an income survey in which 75 percent of the community must respond to see if the community fits into the criteria. Bill suggested that volunteers canvass the community with the questionnaire. If we qualify there is a 25 percent match; for example, the project costs \$400,000. The community would only need to pay \$100,000. \$300,000 would be grant money. Design grants are paid at 100 percent.

2008 Consumer Confidence Report (CCR) Information & Certification: The water quality reported has been issued and posted per Method III. There were no water issues in the year 2007.

Closed Session (5LCS120-2 (c4)) Legal matters (after Guest/Public Opinion)

## **VIII Guest/Public Opinion**

Mike Robinson: Q. What are the charges for from “Smith, Tucker, legal fees” on the Treasurer’s Report? A. Telephone calls.

Q. On May 25, what are closing legal fees \$5600. A. The fees could not be paid from the bonds. That had to be paid out of the Operating Fund.

Q. What is ORION? A. It is the Badger radio frequency. Q. Who is being trained? A. Mike and Susan.

Q. Past due accounts did you say \$70,000? A. No, \$7011.

Q. Martin Excavating bid is \$136,770? A. Yes.

Q The Board is authorizing Joe a change-out order? A. Yes, \$5000 or 10 percent.

Q Alice, about the survey is it full-time residents? A. Yes.

MaryAnn Bortman: How is the antenna secured to the well, and how much does it weigh, or how big is it? A. The antenna weights 7lbs. The dimensions are 15” x 15” and 7” x 7” and will be clamped on. We are also looking into cell phone companies that may be interested. T6 also has insurance.

Alice stated that we should get the grant survey done in the fall so that we may apply by January. Design grants are usually done in May.

**Recessed at 8:05pm to go into Closed Session. Closed Session adjourned at 8:35 pm.**

As to the 57 availability accounts and 1 homeowner, Joe made a motion that the homeowner will be sent another letter due to the fact we received a letter of intent. If the bill is not paid within 15 days, the water will be turned off. Bill seconded the motion. The motion was approved by unanimous roll-call vote (6-17-08-7). Joe made a motion as per Ordinance if after 90 days from the billing cycle due date all accounts that are still past due will have liens placed on their property at the owner’s expense. Bill seconded the motion. The motion was approved by unanimous roll-call vote (6-17-08-8).

**IX Adjournment:** Ron made a motion to adjourn regular session. Jerry seconded the motion. The motion was approved by unanimous roll-call vote at 8:39 pm (6-17-08-9).

6-17-08-1 Approval of the Agenda

6-17-08-2 Approval of the Regular Meeting May 20, 2008 minutes

6-17-08-3 Approval of the Treasurer's Report

6-17-08-4 Approval of to sign T6 agreement

6-17-08-5 Approval to accept Martin bid

6-17-08-6 Approval for authorization for Joe to sign change-out orders

6-17-08-7 Approval for water turn-off

6-17-08-8 Approval to place liens

6-17-08-9 Adjournment