

Lost Lake Utility District Regular Meeting  
404 Lake Court, Dixon Illinois  
September 20, 2011

- I. **Call to Order and Roll Call:** Tom called the Meeting to order at 7:00 pm. Trustees present: Tom Wendling, Bill Weronko, George Kersten, Dan Nicolini, Nadine Portner, and Mike Carr. Toni Vella arrived at 7:15 pm. Also present: Susan Steffens, Secretary; and members of the community. Sheila Warner, Treasure, was absent.
- II. **Pledge of Allegiance**
- III. **Approval of the Agenda:** Bill made a motion to approve the agenda. George seconded the motion. The motion was approved by unanimous roll-call vote (9-20-11-1).
- IV. **Approval of the Minutes:** Mike made a motion to approve the August 16, 2011 Regular Meeting minutes. Nadine seconded the motion. The motion was approved by unanimous vote (9-20-11-2). George made a motion to approve the August 23, 2011 Special Meeting minutes. Bill seconded the motion. The motion was approved by unanimous vote (9-20-11-3).
- V. **Treasurer's Report:** Susan reported the period ending August 31, 2011. *Operating Account:* beginning balance: \$70,026.61; receipts: \$68,217.68; expenditures: \$30,679.90; ending balance: \$107,564.39. *Project Fund-FNB:* beginning balance: \$79,180.74; receipts: \$9.81; ending balance: \$79,190.55. *Debt Service Bond Fund-FNB:* beginning balance: \$54,695.86; receipts: \$14,756.87; expenditures: \$0; ending balance: \$69,452.73. *Debt Service Reserve Fund-FNB:* beginning balance: \$95,887.28; ending balance \$95,887.28. Bill made a motion to approve the Treasurer's Report. Nadine seconded the motion. Discussion was held by the Board. The motion was approved by unanimous roll-call vote (9-20-11-4). The yearly audit was distributed.

VI. **Old Business**

**Office Report:** Susan reported that there were no turn-offs. The receiver for the billing software has been ordered but not received. We will meter read next week. Friedman and Dorrans will now be our contact for the purchase of Liberty pumps to the community. They will sell the Liberty pumps for \$1850 plus shipping costs. Todd Moser will become the authorized representative for them. The official office address for the District will be 311 Birch Drive, Suite 200, Dixon. Jerry Ryder will be here tomorrow at 2:00 to instruct Chad on the sewer plant. The Saddlewood tap-on created a main break that has been repaired. Although, there are three homes on boil order. The sewer tap-on will be completed tomorrow. They are waiting on sewer line parts. Discussion was held in regards to hook-on fees. ILRWA conference will be in Rockford. The cost is \$125 for two day. Chad will attend, CEU will be available to him.

**Rent:** Bill made motion to pay rent of \$150 per month. Toni seconded the motion. The motion was approved by unanimous vote (9-20-11-5).

**WWTP Update:** Sand filter towers are creating a sludge build up and Jerry Ryder will be contacted in regards to the alarms that have been sounding from that. JULIE has been contacted in order to place generator pad. Engel Electric has all material in except the generator. Burkardt's has been contacted in regards to the propane tanks.

**Water System Update:** Chad has replaced the window with cinder block and has painted the room at the well house. A push mower has been donated and Chad is now mowing. Kenny Oltman has been contacted in regards to an estimate for snow removal.

**GPS-valve location:** Nadine reported she has contacted Garmin in regards to purchasing a GPS. High-end GPS costs around \$600. ILRWA has mapping services. For the cost of \$7.00 per feature, they will locate all aspects of the facility. Maps would be provided in ARC computer program which could be manipulated to include photos and data. Tom voiced a concern that a GPS still would need to be purchased in order to use that system. Dan felt that Chad could use the winter months to update the maps. Tom made a motion to purchase a GPS, to target within a 30-inch radius, up to \$800. Bill seconded the motion. Discussion was held by the Board. Mike felt that our maps should be electronic. The motion was approved by unanimous vote (9-20-11-6)

**IIW Contract/IEPA Update:** The District will continue to file for funding with IEPA. Alice is still looking into available grant money. Alice will be contacted in regards to the contract. The District will propose \$5000 down and 48 month pay back.

**New Business:**

**Office space:** Susan requested that the District purchase a desk, two file cabinets, two shelving units from Sauder Furniture for \$1200. Discussion was held by the Board. Mike made a motion to approve the purchase of office furniture. Toni seconded the motion. The motion was approved by unanimous vote (9-20-11-7).

**Budget Committee:** The budget committee will consist of Tom, Toni, Nadine, Sheila, and Susan. The proposed meeting date will be October 4, 2011 providing Sheila can attend. Due to the number or trustees present for the meeting, a Special Meeting will be held at 7:00 pm.

**VII. Guest/Public Opinions**

Mike Robinson: Q. Who is Tom Wyatt? Q. Remote operator.  
Q. What is office recycling expense? A. We paid \$7.25 to take an old monitor.  
Q. How often is sludge removal? A. Hopefully, once a year.  
Q. Who is responsible for the broken main? A. We are, unless you can prove negligence.  
Q. There are going to be two 500 gallon propane tanks? A. Yes, for the generator.  
Q. What does IIW stand for? A. Iowa, Illinois, Wisconsin.  
Q. What is the contract for? A. For contracting with IIW

**VIII. Adjournment:** Toni made a motion to adjourn the meeting. Mike seconded the motion. The motion was approved by unanimous vote (9-20-11-8). The meeting ended at 7:52 pm.

- 9-20-11-1 **Approval of the Agenda**
- 9-20-11-2 **Approval of the Regular Meeting minutes**
- 9-20-11-3 **Approval of the Special Meeting minutes**
- 9-20-11-4 **Approval of the Treasurer's Report**
- 9-20-11-5 **Approval to pay rent of \$150 per month**
- 9-20-11-6 **Approval to purchase GPS**
- 9-20-11-7 **Approval to purchase office furniture**
- 9-20-11-8 **Adjournment**