

**Lost Lake Utility District Regular Meeting
404 Lake Court, Dixon, Illinois
November 18, 2008**

- I. Call to Order and Roll Call:** Joe called the meeting to order at 7:00 pm. Trustees present: Joe Olliges, Bill Weronko, Nadine Portner, Jerry Pohlman, Dave Shaw, Ron Berger, and George Kersten. Also Present: Susan Steffens, Secretary; Sheila Warner, Treasurer; and a member of the community.
- II. Pledge of Allegiance**
- III. Approval of the Agenda:** George made a motion to approve the Agenda. Jerry seconded the motion. Bill made an addition under Old Business “Committee Update on Grinder Pumps”. The motion was approved by unanimous roll-call vote (11-18-08-1).
- IV. Approval of the Minutes:** Dave made a motion to approve Regular Meeting Minutes of October 21, 2008. Jerry seconded the motion. The motion was approved by unanimous roll-call vote (11-18-08-2).
- V. Treasurer’s Report & Approval of the Bills:** Sheila reported for the period ending October 31, 2008. *Operating Account* beginning balance: \$87,121.95; receipts: \$78,180.11; expenditures: \$23,755.53; ending balance: \$141,546.53. *Project Fund:* beginning balance: \$232,057.41; receipts: \$315.68; expenditures: \$145,276.13; ending balance: \$87,096.96. *Debt Service Reserve Fund:* beginning balance: \$88,977.61; receipts: \$149.37; ending balance: \$89,126.98. *Debt Service Bond Fund:* beginning balance: \$22,337.41; receipts: \$7,541.56; ending balance: \$29,878.97. *CDAR Account:* beginning balance: \$950,000.00; ending balance: \$950,000.00. Discussion was held by the Board. Bill made a motion to accept the Treasurer’s Report. Ron seconded the motion. The motion was approved by unanimous roll-call vote (11-18-08-3).
- VI. Old Business:**
- WWTP & Flagg Road Water Main Extension Update:** Joe reported that a letter has been sent to the IEPA that the new plant would be classified under a Class 3 treatment plant. Flagg Road main extension final payment will be sent after a satisfactory restoration report. There is a one-year warranty on seed, and a three-year warranty on paving. Joe made a motion to pay the remaining part of the bill to Martin & Company. Bill seconded the motion. The motion was approved by unanimous roll-call vote (11-18-08-4). ILRWA has been contracted for another year at the same rate. Gary Chase will continue as the Certified Wastewater Operator.

Water Meter Update and Notices: 345 meters have been installed. As far as the remaining meters: three homes are in foreclosure, two homes the District is working with, and there are two homeowners who refuse to cooperate by not responding to any calls, postings, or written correspondence. Joe made a motion that the District, after the customers are notified by Certified Mail, will shut off the water at those homes for non-compliance. Bill seconded the motion. The motion was approved by unanimous roll-call vote (11-18-08-05).

Office Report/Billing Update: Nadine reported as of this date 99 accounts are past due. Our attorney will be contacted in regards to amending the Ordinance as to Shut-off hearings. AlertNow training will be held on Tuesday, November 25, 2008. The database has already been sent to them. The Emergency Response plan has been created and is being completed. A copy will be sent to the IEPA, each POA, and the Library will get a copy. The employee handbook is still in the works.

Backup generator/concrete work at well: Jerry reported that concrete work at the well will be completed next week. Two fence companies have sent bids: Sterling Fence, Sterling \$3506; and American Quality Fence, Rock Falls \$1475. American Quality Fence will meet this week. Generator work will be completed next year.

Grinder Pump Update: Bill reported that after two meetings with the representatives from Liberty Pump and Environmental One. Negotiations have enabled the District to direct buy pumps and parts from their companies. The costs of the pumps through the District are as follows: E/One \$1500 plus tax/freight. Liberty Pump \$1700 plus tax/freight. Environmental One (E/One) requires that *only under warranty* Schmitt Plumbing must do the warranty work. The District has also contacted a plumber to remove pumps that have not been returned in a timely manner.

VII. Guest/Public Opinion:

Mike Robinson: Q. If I needed to purchase a grinder pump, I would have to pay the District first? A. Yes.

Q. You would remove someone's pump if they don't get a new pump? A. Yes, it's the District's pump. The customer would be notified as to the removal.

Q. Have you placed any liens on past due accounts? A. Yes.

Q. Who will attend the AlertNow training? A. Joe, Nadine, Jerry, and Susan.

VIII. Adjournment: Dave made a motion to adjourn the meeting. Jerry seconded the motion. The motion was approved by unanimous roll-call vote (11-18-08-06). The meeting ended at 8:00 pm. The next meeting will be held on December 16, 2008.

- 11-18-08-1 Approval of the Agenda
- 11-18-08-2 Approval of the Minutes
- 11-18-08-3 Approval of the Treasurer's Report
- 11-18-08-4 Approval of payment to contractor
- 11-18-08-5 Approval to Shut-off water for noncompliance
- 11-18-08-6 Adjournment