



# Lost Lake Utility District

## Regular Meeting Minutes

### 404 Lake Court, Dixon IL at 6:00 PM

### August 19, 2025

**Trustees Present:** Linda Repesh, Chair; Amy Spelde, Trustee; Don Merry, Trustee; Carol Workman, Trustee

**Staff Present:** Julie Peters, Office Manager; Joan Hansen, Treasurer

**Absent:** Judy Plum, Vice Chair; Eric Thomas, Operator; Doug Trader, Operator

- I. **Call to Order, Roll Call:** Linda Repesh called the meeting to order at 6:00 pm.
- II. **Pledge of Allegiance**
- III. **Approval of the Agenda:** Amy made a motion to approve the agenda and Carol seconded the motion. The motion was approved by unanimous vote. [08-19-25-1]
- IV. **Guest/Public Opinion-** Guest asked the group to sing “Happy Birthday” to Linda.
- V. **Approval of Minutes**
  - **Approval of July 15, 2025 Regular Meeting Minutes:** Carol made a motion to approve the July 15, 2025 Regular Meeting Minutes and Amy seconded the motion. The motion was approved by unanimous vote [8-19-25-2]
- VI. **Reports**
  - **Treasurer’s Report:** Joan provided financial reports to the Board and read into the record the report for period ending July 31, 2025.
    - *Operating Account:* beginning balance \$87,434.56; receipts \$41,188.56; expenditures \$60,234.16; ending balance \$68,388.96. *Project Fund:* beginning balance \$288,932.89; receipts \$6,299.41; expenditures \$0.00; ending balance \$295,232.30. *Debt Service Bond Fund:* beginning balance \$203,274.19; receipts \$18,859.26; expenditures \$9,722.10; ending balance \$212,411.35. *Sauk Valley CD:* beginning balance \$78,122.56; receipts \$286.37; ending balance \$78,408.93. *Equipment Replacement Fund:* beginning balance \$17,001.14; receipts \$17.33; ending balance \$17,018.47. *IMRF Fund:* beginning balance \$20,224.62; receipts \$947.90; expenditures \$1,500.49; ending balance \$19,672.03. *High Interest Landing Rock Savings:* beginning balance \$79,169.50; receipts \$240.72; ending balance \$79,410.22.
    - Amy made a motion to approve the Treasurer’s Report and Don seconded the motion. The motion was approved by unanimous roll call vote. [08-19-25-3]
    - Guest asked a question about the cellular data fee and the brochure paper we purchased from Amazon. And Don asked about the CD renewing in August and if Joan could investigate better rates.
  - **Office Manager’s Report:**
    - **Past Due Accounts:** 70 accounts at \$78,947.24. 6 disconnect letters were sent dated 8/15/2025. Everyone paid or got on a payment plan. Julie discussed what she learned from the IRWA conference: track water loss, long-term planning for equipment replacement, SOP for all equipment and procedures for the water plant and office. Julie also asked the Board to review how we send out late notices and is it ok to not send late notices on billing months. Joan mentioned just put a past due on the bill. The Board will discuss the procedure for sending out late notices on billing months in the future.
    - **Motion to Approve Certificate of Deposit with Sauk Valley Bank:** Amy approved the motion to approve the certificate of deposit with Sauk Valley Bank and Carol seconded the motion. The motion was approved by unanimous roll call vote. [08-19-25-4]

- **Operator's Report (Water & Wastewater Systems):** (Read by Julie Peters) Maguire workers have been busy prepping the work area. They are starting on the inside. There is a small amount of water seeping in through a valve. The water is slowly filling up the base of the water tower about 3 feet deep. We are using well 10, the smaller of the two wells, to keep up with the community water demands. Well 9 has a much larger flow rate and increases our chances of a water main break. We may want to have signs made for the two hydrants with pop-off valves on them. Eric has some concerns on how many Julie requests they are getting. If they are not reaching the community until September, they should be ok. Doug and the 2 young gentlemen that signed on to do the weeding on sand filter bed number one did a great job. Just a little cleanup is left. The second week of September the operators will be taking down the fence and erecting an electric fence to keep the deer out. This is to allow access for Martin workers and materials into the area when the project starts. At 10:45 pm on Wednesday the 18<sup>th</sup>, the community had a main break on Cuyahoga between Vermillion and Ohio. The operators could not locate the break until this morning but did get it isolated. Ehmen's will be out tomorrow morning and will begin the repairs. Water should be back on to the community by tomorrow afternoon. However, the whole community is under a boil order until we get the bacterial test back from TEST. This will most likely happen on Friday. Eric wanted to give thanks to George Kersten and Jim Kellen who were instrumental in locating the problem in a timely fashion. Their time and knowledge have been a huge asset.

## VII. Old Business

- **Chamlin & Associates WWTP Project:**
  - **Update on Project and Pre-Construction Meeting:** W9 was approved by the IEPA and the funding will move forward. There was a pre-construction meeting with Chamlin & Associates, Martin & Company Excavating, Linda, Don, and Julie. Martin requested a road path and vehicle passes. Martin is lining up subcontractors and ordering materials. They hope to start in the next 30 days.
  - **Consent Order Discussion with IEPA:** Everything is progressing. The Attorney General is in the process of filing with the courts. Since the Board has already approved the settlement in the Consent Order, there is nothing to do but wait until the Attorney General gets in touch with the Utility.
- **Maguire Iron, Inc. Water Tower Project:**
  - **Update:** A lot of equipment and materials were delivered. The only concern is that the gate was left open so anyone could have access to the tower. Linda asked for a sign-in sheet but hadn't heard back from Maguire. Linda and Don are keeping up with the project. Don wanted to know if the operators had moved forward with a fabric tarp for the sand filter to keep the weeds down to a minimum. Julie said she would connect with the operators about the tarp.
- **Recordkeeping Project:** We can't move forward until we meet with our contact from the Secretary of State, Shelby, to get a certificate and then approval to digitize our records. Judy and Linda went to the POA space where the records are being stored. The records are off the floor in a space of 5 feet wide by 3 feet tall. Nothing is in fireproof containers.

## VIII. New Business

- **Budget Committee:** A budget committee was formed by Joan, Judy, Carol, and Julie. The goal is to have a budget ready for the next meeting. Julie will organize the group.
- **Rate Committee Update:** The rate committee was formed by Amy, Joan, and Linda. Linda will go to both Amy and Don separately to get their ideas on availability. When the budget is approved, the rate committee will meet to discuss rates for 2026. The rate was already approved by a previous Board to increase 3% annually.
- **Discuss Long-term Lease with the RCD:** Linda discussed the value of having a long-term lease with the RCD and volunteered Judy to look into a long-term lease.
- **Discussion of Operator Office in POA Building:** Linda asked if there was a necessity to have space in the POA building. Is there a different option for the storage of the files and materials? How can we make the WWTP

more accessible for the operators? Special meeting was requested to discuss this in more detail. Carol mentioned that maybe we should wait until after the POA decides on what they are going to do with the POA building. The POA hopes to decide at the November Board meeting.

**IX. Announcements:**

- **Community Open House:** Linda, Amy, Don, and Carol will be at the open house to represent the Utility. Linda will discuss keeping the easement clear of landscaping around the water valves and not running into the exposed shut off valves that are sticking out of the ground. Don commented that there are hydrants that are covered with shrubs and need to be taken care of as well. This will be discussed at future meetings.

**X. Adjournment:** Don made a motion to adjourn the meeting at 7:00 pm and Carol seconded the motion. The motion was approved by unanimous vote. [08-19-25-5]

**The next Regular Meeting will be held on September 16, 2025 at 6:00 PM.**

**August 19, 2025 Motion List**

**Approval of the Agenda:** Amy made a motion to approve the agenda and Carol seconded the motion. The motion was approved by unanimous vote. [08-19-25-1]

**Approval of the July 15, 2025 Regular Meeting Minutes:** Carol made a motion to approve the July 15, 2025 Regular Meeting Minutes and Amy seconded the motion. The motion was approved by unanimous vote. [08-19-25-2]

**Treasurer's Report:** Amy made a motion to approve the Treasurer's Report and Don seconded the motion. The motion was approved by unanimous roll call vote. [08-19-25-3]

**Motion to Approve Certificate of Deposit with Sauk Valley Bank:** Amy approved the motion to approve the certificate of deposit with Sauk Valley Bank and Carol seconded the motion. The motion was approved by unanimous roll call vote. [08-19-25-4]

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