



Lost Lake Utility District

Regular Meeting Minutes

406 Lake Ct, Dixon IL 61021

April 16, 2026 at 6:00 PM

Trustees Present: Linda Repesh, Chair; Carol Workman, Vice Chair; Amy Spelde, Trustee; Jona Perrin, Trustee; Gail Merry, Trustee; Mick Kazmerski, Trustee; Jim Caudill, Trustee

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

Absent: Eric Thomas, Operator; Doug Trader, Operator

I. Call to Order and Roll Call: Linda Repesh called the meeting to order at 6:00 pm.

II. Pledge of Allegiance

III. Approval of the Agenda: Amy motioned to approve the agenda and Jim seconded the motion. The motion was approved by unanimous voice vote. [04-16-26-01]

IV. Guest/Public Opinion:

V. Approval of Minutes

- **March 19, 2026 Meeting Minutes:** Carol motioned to approve the March 19, 2026 Regular Meeting Minutes and Amy seconded the motion. The motion was approved by unanimous voice vote. [04-16-26-02]

VI. Reports

- **Operator's Report (Water & Wastewater Systems):** Read by Linda. On 4/7 there was a 3" sewer line on Kaskaskia that was hit with an excavator while potholing. The Utility took responsibility for it due to mis-marked line. Ehman's was out the same day to repair. On 4/9 there was a ¾" unmarked water supply line that was struck at 821 Lakewood Greens. Ehman's repaired it on 4/13. A boil order alert was in place for the affected houses on Lakewood Greens. It was lifted on Wednesday after the sample passed testing. Sync has done a better job of communicating with the operators. Unless Sync resubmits Julie locates, the operators are done locating on the West side. WWTP: Test replaced the contacts in the control panel for sand filter 1 on 4/7. This is to help distribute waste evenly over the media. The WWTP samples show increased turbidity. This should clear up once the WWTP project is completed and sand bed 2 is online. Waste Management came out to pump out the sludge from the sludge tanks. The operators will schedule this more often until the WWTP project is completed. Water Tower: Maguire came out on 4/15 to inspect the water tower. On 4/15 there was a power outage for both the WWTP and the Water Tower. The generator kicked on at the WWTP but not at the Water Tower. We contacted Altorfer, generator service company, who made an emergency call to service the generator. It was determined that the liquid propane fuel tank was empty. The generator is tested weekly and in 1 week the tank went from 60% full to empty. Thompson gas inspected the line from the LP tank to the generator and found a small leak right before the line enters the generator. Thompson then sent a service technician to inspect the issue and found that the internal float for the pressure gauge was also faulty. Sometime in the next week they agreed to drain the LP tank and replace the pressure gauge. The tank at the water tower had not been filled since 2021. Thompson is going to install a remote fill gauge. Thompson will then fill the tank when it is at 30-40% full. Jim requested we get two quotes for maintenance on both generators. Water Turn-On: water was turned on at the guard sheds, parks, and campground.
- **Chair's Report:** Linda thanked everyone who contributed to the LLUD Efforts during her term. With the board's input, former Vice Chair Judy Plum led interviews that brought three excellent additions to the team: Julie Peters as Office Manager; Joan Hansen as Board Treasurer; and Doug Trader as part-time Waste Water Treatment Technician. Amy Spelde and former trustee Don Merry played a key role in reviewing the LLUD ordinance as it relates to availability fees. This led to several important updates. Judy Plum, Carol Workman and Julie Peters led a Record Retention Project, digitizing documents and ensuring records are

properly preserved. Alongside the two major planned projects – the Wastewater Treatment Plant Project and the Water Tower Painting – the district faced unexpected challenges with the installation of Surf fiberoptic. Doug and Eric handled numerous Julie locates and responded to sewer and water line breaks, while Julie kept the board and residents informed. With the west side nearly complete, we're hopeful the East side fiberoptic will go smoothly. Linda is grateful for the chance to support this community and is happy to pass the baton to our new chairperson.

- **Treasurer's Report:** Financial reports were provided to the Board and read into the record for period ending March 31, 2026.
 - *Operating Account:* beginning balance \$102,380.62; receipts \$167,928.03; expenditures \$170,925.45; ending balance \$99,383.86. *Project Fund:* beginning balance \$239,632.70; receipts \$132,607.68; expenditures \$0; ending balance \$372,240.38. *Debt Service Bond Fund:* beginning balance \$168,347.06; receipts \$18,826.68; expenditures \$1,567.08; ending balance \$185,606.66. *Sauk Valley CD:* beginning balance \$80,159.21; receipts \$235.64; ending balance \$80,394.85. *Equipment Replacement Fund:* beginning balance \$17,133.90; receipts \$16.74; ending balance \$17,150.64. *IMRF Fund:* beginning balance \$19,392.19; receipts \$342.80; expenditures \$1,156.79; ending balance \$18,578.20. *Sauk Valley Bank High Interest Savings:* beginning balance \$80,915.62; receipts \$202.73; Ending Balance \$81,118.35.
 - Jim motioned to approve the February, 2026 Treasurer's Report and Amy seconded the motion. The motion was approved by majority roll call vote 6 yeah 1 abstain. [04-16-26-03] (The Board already reviewed and approved the February 2026 TR in March. It was just mislabeled on the Agenda as January 2026.)
 - Carol motioned to approve the March, 2026 Treasurer's Report and Amy seconded the motion. The motion was approved by unanimous roll call vote. [04-16-26-04]
- **Office Manager's Report:**
 - **Past Due Accounts:** \$121,058.46
 - **Shut Off Account:** Julie completed the paperwork for the lien and Carol delivered the paperwork to the Ogle County Recorder. Julie and Carol will write out the procedure on how to record a lien to keep in the office procedures folder.
 - **Billing Month:** 821 Accounts listed for \$109, 949.95.
 - **Prepay/Overpay:** \$20,529.43
 - **Miscellaneous:** The Board wanted to celebrate Amy and thank her for her work on the board with a card and a potted plant. The Board also thanked Linda with a card and a gift basket for her work as Chair. Julie wants to do a deep dive on past due lot accounts and offer an incentive to get current.

VII. Old Business

- **Chamlin WWTP IEPA Requirements Project:** Chamlin was contacted to remind them that the project must be mostly completed by the end of April per our consent order and fully done by the end of May 2026. It is Chamlin's responsibility to reach out to Martin and the IEPA with issues regarding deadlines and extensions. The biggest hold up is Martin waiting for two warm days and nights to unroll the liner for the sand bed. Ross from Chamlin sent an email to Julie emphasizing the importance of getting sand bed 1 working better. Joe from TEST came out to access and Mike from Waste Management immediately came out to remove the sludge from the tanks.
- **Road Repair:** Jona made a motion to approve the water tower road repair with King's Blacktop for \$21,500 and Jim seconded the motion. The motion was approved by roll call vote 6 ayes and 1 abstain. [04-16-26-05]
- **Record Retention:** Carol and Julie met with Shelby from the Secretary of State to finish up the application for the certificate for records removal. On June 25th, Stillman Bank in Byron and Stillman Valley will be having a records shredding event. For businesses they will accept 8-10 boxes weighing 35lbs each per location for shredding.
- **Goals Spreadsheet:** Julie will resend the goals spreadsheet for the Board to review and pick goals to manage.
- **Security Camera at Water Tower:** Jim stated that there is a router at the water tower. Julie talked to Brian from DC Computers about using a system they offer. Gail connected the Board with a community resident who is willing to donate a system. More information is needed on how the operators and Board will be able to use the system. It is necessary that the operators can be notified and then the site remotely monitored.

- **Sand Bed Covers:** Julie talked to Ross from Chamlin about the lifespan of the sand bed covers. Ross said between 4-5 years. The Board was ok with the lifespan. During the March 2026 Board meeting, the Board approved the 16 oz (pound) material for \$10,312.00.
- **DC Computers' Lease:** Linda has no new information for the Board. DC Computers is taking the presented lease to their attorney for review. We may need to update the Ordinance regarding leasing space on the water tower. The Board's attorney said it was completely fine to charge for space on the water tower. Linda will try to get this resolved before the next meeting.
- **Grinder Pump Purchase:** The Board decided not to purchase the extra grinder pump a resident wanted to sell. Linda confirmed with Ehman's that they have extra grinder pumps on hand for the community. Julie will let Steve know that the Board has decided not to purchase the grinder pump. Julie will add a grinder pump reference page to the LLUD website.

VIII. New Business

- **Motion to Approve Ordinance 2026-04 Application Fee and Tap-on Fee:** Second reading of the Ordinance 2026-04. Amy made a motion to approve Ordinance 2026-04 Application Fee and Tap-on fee and Jim seconded the motion. The motion was approved by unanimous roll call vote. [04-16-26-6] *A full copy of the Ordinance is attached as Appendix A.*
 - **Motion to Approve Sauk Valley Purchasing the Utility Trailer:** The Board agreed to investigate the selling price and finding the title to sell the utility trailer to Sauk Valley Landscaping. The Board will discuss this further next month.
 - **Motion to Approve Purchase of Personal Cloud:** Amy motioned to approve the purchase of the personal cloud and Carol seconded the motion. The motion was approved by unanimous roll call vote. [04-16-26-7]
 - **Motion to Approve VoIP Phone System for Office:** The Utility will share the start-up costs of \$400.87 and the monthly fee of \$59.96. The Board approves as long as we keep our phone number. Jim made a motion to approve the new VoIP phone system and Linda seconded the motion. The motion was approved by unanimous roll call vote. [04-16-26-8]
 - **Election of Officers- Chair and Vice Chair:** At the March Board meeting, there was a nomination process for the Chair and Vice Chair. At that Board meeting, it was motioned and approved that Jim was approved to be the nominee for Chair and Carol was approved to be the nominee for Vice Chair. Starting May 1, 2026, Jim Caudill has check signing privileges on all Lost Lake Utility District Accounts. Linda Repesh will no longer have check signing privileges starting May 1, 2026.
 - Chair Nomination- Jim Caudill. Linda motioned to seat Jim Caudill for Chair. The motion was approved by unanimous roll call vote. [04-16-26-9]
 - Vice Chair Nomination-Carol Workman. Linda nominated Carol for Vice Chair. The motion was approved by unanimous roll call vote. [04-16-26-10]
 - **Appointment of Secretary and Treasurer:**
 - Secretary Appointment-Linda motioned to reappoint Julie Peters as Secretary. Julie was approved by unanimous roll call vote. [04-16-26-11]
 - Treasurer Appointment- Joan Hansen. Linda made a motion to reappoint Joan Hansen as Treasurer. Joan was approved by unanimous roll call vote. [04-16-26-12]
- IX. Announcements:** Don (Vice Chair of POA) asked for all Board members from the Utility to refrain from commenting on social media regarding any business with the POA/RCD/Utility. This is in alignment with the Utility Board's practices.
- X. Adjournment:** Amy motioned to adjourn the meeting at 7:19 pm and Carol seconded the motion. The motion was approved by unanimous voice vote. [04-16-26-13]

The next Regular Meeting will be held on May 21, 2026 at 6:00 PM.

April 16, 2026 Motion List

Approval of the Agenda: Amy motioned to approve the agenda and Jim seconded the motion. The motion was approved by unanimous voice vote. [04-16-26-01]

Approval of the March 19, 2026 Regular Meeting Minutes: Carol motioned to approve the March 19, 2026 Regular Meeting Minutes and Carol seconded the motion. The motion was approved by unanimous roll call vote. [04-16-26-02]

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Motion to Approve Water Tower Road Repairs: Jona made a motion to approve the water tower road repair with King's Blacktop for \$21,500 and Jim seconded the motion. The motion was approved by majority roll call vote 6 ayes and 1 abstain. [04-16-26-05]

Motion to Approve Ordinance 2026-04 Availability Fee and Tap-on Fee: Amy made a motion to approve Ordinance 2026-04 Availability Fee and Tap-on Fee and Jim seconded the motion. The motion was approved by unanimous roll call vote. [04-16-2026-6]

Motion to Approve Sauk Valley Purchasing the Utility Trailer: No vote. Motion moved to May 2026 Board meeting.

Motion to Approve Purchase of Personal Cloud: Amy motioned to approve the purchase of the personal cloud and Carol seconded the motion. The motion was approved by unanimous roll call vote. [04-16-26-7]

Motion to Approve VoIP Phone System for Office: Jim made a motion to approve the new VoIP phone system and Linda seconded the motion. The motion was approved by unanimous roll call vote. [04-16-26-8]

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Adjournment: Amy motioned to adjourn the meeting at 7:19 pm and Carol seconded the motion. The motion was approved by unanimous voice vote. [04-16-26-13]

Appendix A

AN ORDINANCE CONCERNING THE AMENDMENT OF TITLE 2 – WATER REGULATIONS AND RATES, CHAPTER 7, WATER RATES-APPROVED RATES, SECTION: 2-7-1 OF THE DISTRICT’S UTILITY APPLICATION FEE IN THE LOST LAKE UTILITY DISTRICT OF OGLE COUNTY, ILLINOIS

ORDINANCE NO. 04-2026

NOW THEREFORE, BE IT ORDAINED by the Board of Trustees of the Lost Lake Utility District of Ogle County, Illinois as follows:

- That TITLE 2, CHAPTER 7, WATER RATES-APPROVED RATES: SECTION 2-7-1 be amended by striking paragraph (2-7-1) and inserting in its place the following:

* * * *

(2-7-1) APPLICATION FEE: A fee of One Hundred Dollars (\$100.00) shall accompany each application for water service. This fee shall cover the administrative costs of processing the application, including a credit check, and the initial cost of turning on service to the premises. Applicants for water service shall pay a charge of Three Thousand Dollars (\$3000.00) for each connection or tap-on to the water mains of the DISTRICT for properties not now connected or tapped-on to the water mains, whether presently constructed or to be constructed.

* * * *

- This Ordinance shall be in full force from and after its passage and approval as provided by law.

Passed by the Board of Trustees of the Lost Lake Utility District of Ogle County, Illinois and approved by the by the Chairman of said District this 16th day of April, 2026.

Ayes: 7

Nays: 0

Abstain: 0

APPROVED this 16th day of April, 2026