

Lost Lake Utility District Regular Meeting Minutes
404 Lake Court, Dixon, IL at 7:00 pm
March 19, 2019

- I. **Call to Order and Roll Call:** George Kersten, Chairman, called the meeting to order at 7:00 pm. Trustees present: Mike Carr, Bill Weronko, Jim Wasilewski, and Cheri Kemp. Also present: Susan Steffens, Secretary; Sheila Warner, Treasurer; Chad Judd, Operator and members of the community.
- II. **Pledge of Allegiance**
- III. **Approval of the Agenda:** Bill made motion to approve the agenda. Cheri seconded the motion. The motion was approved by unanimous vote (3-19-19-1).
- IV. **Approval of the Regular Meeting Minutes:** Mike made a motion to approve the February 19, 2019 Regular Meeting Minutes. Jim seconded the motion. The motion was approved by unanimous vote (3-19-19-2).
- V. **Treasurer's Report:** Sheila read into record for the period ending February 28, 2019. *Operating Account:* beginning balance: \$82,925.59; receipts: \$59,652.33; expenditures: \$41,685.95; ending balance: \$100,891.97. *Project Fund:* beginning balance: \$94,143.57; receipts: \$72.22; expenditures: \$0; ending balance: \$94,215.79. *Debt Service Bond Fund:* beginning balance: \$77,423.32; receipts: \$59.39; expenditures: \$0; ending balance: \$77,482.71. *Money Market Fund:* beginning balance: \$64,108.97; ending balance \$64,108.97. *Equipment Replacement Fund:* beginning balance: \$8,074.15; receipts: \$6.20; ending balance: \$8,080.35. *IMRF Fund:* beginning balance 50.05; receipts: \$.04; ending balance: \$50.09. Bill made a motion to accept the Treasurer's Report. Mike seconded the motion. Sheila explained to the new board members the listed accounts. Discussion was held by the Board. The motion was approved by unanimous roll-call vote (3-19-19-3).
- VI. **Old Business**

Office Report: Susan reported there was one turn-off. Updated Board Member contact sheets were handed out.

WWTP Update: No update.

Water System Update: Hour meter was ordered.

Treasurer's Responsibilities: Cheri reported that an outline of the Treasurer Responsibilities created by Sheila was reviewed by Cheri, Mike, Sheila, and Susan earlier in the month. The committee delegated some of those tasks to be completed at the office. A general outline of the new treasurer's responsibilities and office responsibilities was handed out to the Board. Sheila will stay employed until the new treasurer is appointed and both the treasurer and Susan are trained in the tasks. Discussion was held by the Board. At this time, a Treasurer Position Opening has been posted at the gates. Mike and Cheri will be on the hiring committee.
- VII. **New Business:**

Award: The LLUD was informed by mail that Chad has received an award of perfect compliance in Fluoride in 2018 for 12 consecutive months in accordance with the Illinois Public Water Supply Regulation Act. Chad was invited to receive the award in person, however, he declined. The Award will be mailed to the office.

Appointment to the Board: George read into record the appointments by the Taylor Township Board. Dwayne Tracy and John Harris were welcomed to the Lost Lake Utility District Board. Dwayne's term will expire in April of 2022; and John's term will expire in April of 2020. Cheri Kemp was re-appointed to the Board. Her term expires 2024.

Resignation: Jim Wasilewski has resigned his position as Trustee. Jim fulfilled his term and has decided not to be reappointed. Jim served on the Board for over three years, and the Board thanked him for his service to the Lost Lake Utility District.

Economic Interest Statements: The yearly Economic Interest statements were distributed to the Board members. They were completed and will be handed into the County next week.

Pole Barn: Chad will look into pricing a pole barn which will store the piping and utility inventory and truck. A guesstimated price was about \$14,000.00 for a 36' x 63' building. That does not include gravel, excavation, power, labor, etc. Discussion was tabled until next meeting. At this time, the Board ok'd Chad to clear the property.

Guest/Public Opinion: Mike Robinson: Q. Check register, is that in Quicken online? A. Yes. Q. What are the ADP charges? A. Those are payroll, and fees. Q. What size would the pole barn be? A. It has not been decided yet.

Adjournment: Bill made a motion to adjourn the meeting. Mike seconded the motion. The motion was approved by unanimous vote (3-19-19-4). The meeting ended at 7:45 pm. The next Regular Meeting will be held at 7:00 pm on April 16, 2019.

- 3-19-19-1 **Motion to approve agenda**
- 3-19-19-2 **Motion to approve the regular meeting minutes**
- 3-19-19-3 **Motion to approve the Treasurer's report**
- 3-19-19-4 **Motion to adjourn meeting**