



Lost Lake Utility District

Regular Meeting Minutes

404 Lake Court, Dixon IL at 6:00 PM

May 20, 2025

Trustees Present: Linda Repesh, Chair; Judy Plum, Vice Chair; Amy Spelde, Trustee; Carol Workman, Trustee; Rich Schlaf, Trustee

Staff Present: Julie Peters, Office Manager; Joan Hendersen, Treasurer; Eric Thomas, Operator; Doug Trader, Operator

Absent: Don Merry, Trustee

- I. **Call to Order, Roll Call- Welcome New Trustees:** Linda Repesh called the meeting to order at 6:00 pm. All the Board members and staff introduced themselves.
- II. **Pledge of Allegiance**
- III. **Approval of the Agenda:** Amy made a motion to approve the agenda and Judy seconded the motion. The motion was approved by unanimous vote. [05-20-25-1]
- IV. **Guest/Public Opinion- none**
- V. **Approval of Minutes**
 - **Approval of the April 15, 2025 Regular Meeting Minutes:** Judy made a motion to approve the April 15, 2025 Regular Meeting Minutes and Amy seconded the motion. The motion was approved by majority vote of 3 Ayes, 2 Abstain. [05-20-25-2]
 - **Approval of the April 15, 2025 Executive Meeting Minutes:** Amy made a motion to approve the April 15, 2025 Executive Meeting Minutes and Judy seconded the motion. The motion was approved by majority vote of 3 Ayes, 2 Abstain. [05-20-25-3]
 - **Approval of the April 28, 2025 Special Meeting Minutes:** Judy made a motion to approve the April 28, 2025 Special Meeting Minutes and Amy seconded the motion. The motion was approved by majority vote, 3 Ayes and 2 Abstain. [05-20-25-4]
- VI. **Reports**
 - **Treasurer's Report:** Joan provided financial reports to the Board and read into the record the report for period ending April 30, 2025.
 - *Operating Account:* beginning balance \$87,522.48; receipts \$78,836.24; expenditures \$66,761.82; ending balance \$99,596.90. *Project Fund:* beginning balance \$270,097.27; receipts \$6,266.98; ending balance \$276,364.25. *Debt Service Bond Fund:* beginning balance \$163,206.04; receipts \$18,807.41; expenditures \$1,567.08; ending balance \$180,446.37. *Sauk Valley CD:* beginning balance \$77,250.87; receipts \$292.62; ending balance \$77,543.49. *Equipment Replacement Fund:* beginning balance \$16,950.38; receipts \$16.72; ending balance \$16,967.10. *IMRF Fund:* beginning balance \$12,193.05; receipts \$462.81; expenditures \$893.97; ending balance \$11,761.89. *High Interest Landing Rock Savings:* beginning balance \$78,465.13; receipts \$232.82; ending balance \$78,697.95.
 - Judy made a motion to approve the Treasurer's Report and Amy seconded the motion. The motion was approved by majority roll call vote, 3 Ayes and 2 Abstain. [05-20-25-5]
 - **Office Manager's Report:**
 - **Past Due Accounts:** 54 accounts at \$72,595.90. Past due statements were mailed Friday. There should have been 1 shut off but the customer's mail was returned. Will try to contact them in other ways. All SOEI's were signed and turned in to Ogle County. The Board discussed if lot 201 Oak Ln is buildable. The consensus was that it is not. 2 Board members liked the Board Binder and requested them. Julie may reach out to the previous Office Manager to help with next month's billing. One person rescinded their application to be on the Board. Julie will post a new flyer looking for another Board member. Julie

completed her OMA and FOIA training. She will work on becoming a Notary Public in June. Bernardi and Securities invited all Board members and staff to their annual golf outing in Pontiac, Illinois.

- **Operator's Report (Water & Wastewater Systems):** Eric invited all the Board members and staff to tour the WWTP and the Water Tower. Well 9 and 10 are both testing as they should. WWTP's ammonia numbers are still elevated. The operators replaced the batteries in the equipment truck and generator. Both are working now. Meter readings at the end of the month. Eric stated that he needs to replace a valve at the WWTP. Joe from TEST and Eric both worked on it, and it would not budge. Hydrant flushing starts June 4th-June 11th on the West side. Eric stated that he was the sole operator for several months and it has been nice to have Doug onboard to help with projects and testing.

VII. Old Business

- **Chamlin & Associates WWTP Project:** A timeline of the project was discussed. There is a possibility of having a Special Meeting before the Regular June 18, 2025 Meeting to approve the loan package from the IEPA.
 - **Motion to Approve Amended Ordinance 06-2024 Borrowing Ordinance 01-2025.** Amy motioned to approve Amended Water Pollution Control Loan Program Ordinance Authorizing Agreement Ordinance Number 01-2025. An ordinance to amend prior ordinance number 06-2024 and Judy seconded the motion. It was approved by unanimous roll call vote, 5 Ayes and 1 Absent. [05-20-25-6]
- **Maguire Iron, Inc. Water Tower Project:** Linda stated that she had a phone conversation with Dallas from Maguire. He is the project manager for the Water Tower project. Dallas stated the project is scheduled to start August 1, 2025. It should take less than 30 days to complete. Contact information needs to be updated with the IEPA before the project begins. The project was reviewed for the new Trustees. The costs of the service contract were discussed. The length of the service contract needs to be confirmed. DC Computer needs to be notified when the painting begins so they can take down their antenna.

VIII. New Business

- **Review of Meeting Rules and Decorum:** Linda went over OMA rules on how many Board Members can gather before triggering an OMA rule. When there are committee meetings, it would be appropriate to do an Agenda and follow OMA rules. The Agenda needs to be posted at least 48 hours before the meeting. Judy reminded the Board that everyone has the right to be heard and respected. This will allow everyone to enjoy the meeting. Also, the need for communication is important, especially with all the projects happening this year.

IX. Announcements

- X. **Adjournment:** Amy made a motion to adjourn the meeting at 7:07 pm and Judy seconded the motion. The motion was approved by unanimous vote. [05-20-25-7]

The next Regular Meeting will be held on June 17, 2024 at 6:00 PM.

May 20, 2025 Motion List

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Treasurer's Report: Judy made a motion to approve the Treasurer's Report and Amy seconded the motion. The Treasurer's Report was approved by majority roll call vote, 3 Ayes and 2 Abstain. [05-20-25-5]

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