

VILLAGE OF LIBERTYVILLE
BOARD OF TRUSTEES
WATER & SEWER COMMITTEE

Tuesday, February 9, 2021

7:00 PM

Virtual

Agenda

Pursuant to the Open Meetings Act, as amended by Public Act 100-0640, the Mayor of the Village of Libertyville, as the head of the public body, has made a determination that an in-person meeting is not practical or prudent because of disaster. Due to public health concerns this meeting will be conducted virtually.

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/496807677>

You can also dial in using your phone.

United States: [+1 \(571\) 317-3112](tel:+15713173112)

Access Code: 496-807-677

1. Roll Call
2. Approval of Minutes of November 13, 2018 Meeting
3. Discussion of Village of Green Oaks – Spectrum Sanitary Sewer Fee Issue
4. Adjournment

Any individual who would like to attend this meeting but because of disability needs some accommodation to participate should contact the ADA Coordinator at 118 West Cook Avenue, Libertyville, Illinois 60048 (847) 362-2430.
Assistive listening devices are available.

VILLAGE OF LIBERTYVILLE
BOARD OF TRUSTEES
WATER & SEWER COMMITTEE

Tuesday, November 13, 2018

7:30 PM
Village Hall

Minutes

Attendance

Committee: Trustee Scott Adams - Chair, Trustee Rich Moras

Village Board: Mayor Terry Weppler, Trustee Pat Carey, Trustee Pete Garrity

Village Staff: Village Administrator Kelly Amidei, Director of Public Works Paul Kendzior,
Assistant Director of Public Works Laura Ditanto

Absent: Trustee Donna Johnson

Audience: Deputy Village Administrator Ashley Engelmann, Police Chief Clint Herdegen

1. CALL TO ORDER AT 7:40 PM
2. MINUTES OF SEPTEMBER 11, 2018 MEETING

The minutes were approved as written and will be placed on file.

3. PROJECT UPDATES

a) Nicholas Dowden Park-South Supplemental Storm Sewer Project

The Village awarded the construction contract to Campanella & Sons, Inc. in the amount of \$309,719.85 with the passage of Resolution 18-R-148 at the July 10, 2018 Regular meeting. The construction estimate for the project was \$425,000. The supplemental 48-inch diameter storm sewer has been installed along the perimeter of Nicholas Dowden Park-South and will eliminate a current "bottle neck" in the existing conveyance system and provide benefits during low intensity rainfall events. This project has been completed. The final contract amount will be just under \$300,000 once final quantities are agreed upon.

b) Dawes Street Sanitary Lift Station Replacement Project

The Village awarded the construction contract to DiMeo Brothers, Inc. at the July 10, 2018 Regular meeting. The project involves the replacement of the existing sanitary sewer lift (pump) station, which is currently located in the rear/side yard easement between 1106 and 1110 Dawes Street. Replacement is necessary because the station, originally constructed in 1972 has reached the end of its useful service life. In order to avoid conflicts with existing underground utilities, the replacement lift station will need to be located in the Village's parkway in front of 1106 Dawes Street.

The Village has retained the firm of Town & Country Engineering, Inc. to be the construction manager for the project. Construction is anticipated to begin later this month and then take 3-months to complete.

c) Charles Brown Reservoir Restoration Project

The Village has retained Christopher B. Burke Engineering, Ltd. to prepare final engineering drawings, specifications and bidding documents and obtain permits to restore the Charles Brown reservoir that has become overgrown with debris, silt and vegetation. This condition is causing silt and debris to back-up in the upstream storm sewer system, which impacts conveyance.

The proposed project scope of work will include wetland and water quality enhancements (plantings, sediment forebays and low flow channels) to re-establish positive drainage for the bottom, repairs to the incoming storm sewer lines, a new discharge line for the pump station along with maintenance of the station.

The current construction estimate is \$1,275,000 and construction management services are estimated to be an additional \$90,000. The project has received an IEPA 319 Grant for construction in the amount of approximately \$136,000, which will be reimbursable. If funding is available and approved, construction is anticipated to occur in the fall of 2019.

4. ADJOURN



WATER & SEWER COMMITTEE AGENDA SUPPLEMENT

Meeting Date:	February 9, 2021
Agenda Item:	Green Oaks-Spectrum Senior Facility Sanitary Sewer Fee Issue
Staff Recommendation:	Explore Revising Sewage Agreement with Lake County From Fixed Rate to Metered Water Usage
Staff Contacts:	Paul Kendzior, P.E., C.F.M., Director of Public Works Kelly Amidei, Village Administrator Nick Mostardo, Finance Director

Background: The Spectrum Senior Living Facility (Spectrum) located in the Village of Green Oaks (Green Oaks) is served by the Lake County Department of Public Works (LCDPW) for sanitary sewer service. The LCDPW sanitary sewer interceptor line, in which Spectrum discharges to, is tributary to the Village of Libertyville's (Libertyville) wastewater treatment plant. Spectrum pays their sanitary sewer usage fees to Green Oaks, who in turn pays the LCDPW for monthly sanitary sewer services for those applicable properties in their Village.

The LCDPW issued a sewer/water permit to Spectrum for 142 residential customer equivalents (RCE's) back in April of 2016. Spectrum opened in August 2017, although the facility was not fully occupied. The RCE form of billing, which is also what the Village's Sewage Agreement with Lake County (County) is based upon, is considered a "fixed-rate."

Spectrum, still not fully occupied, submitted metered water usage data in July 2019 to Green Oaks that indicated their actual sanitary sewer usage, when converted back to a fixed-rate was only 27.9 RCE's, which is a difference of 114.1 RCE's from the permitted value of 142. Spectrum has been only paying Green Oaks sanitary sewer fees based upon the 27.9 RCE's. As of this date, we believe that Spectrum has more residents and is now between 85-95% occupied and updated water usage data is needed.

Green Oaks has requested to the LCDPW that Spectrum's sanitary sewer charges be based upon metered water usage. In order for this revised billing approach to be undertaken, it is understood by all parties involved that the Sewage Agreement between the County and Libertyville, also currently based upon RCE's, would need to be amended to metered water usage. If a "one-off" approach was undertaken with Spectrum, the Village would stand to lose an estimated \$57,450.00 in annual sewer fee revenues. The LCDPW currently pays Libertyville \$41.96/RCE monthly for sanitary sewage treatment. This is a favorable opportunity to explore the possibility of amending the Sewage Agreement. One other example of an inaccurate fixed-rate is that Libertyville is currently paying LCDPW 7.64 RCE's for the Church Street parking structure that has a lone wash sink.

Staff's recommendation is to begin exploring the possibility of amending the Sewage Agreement with the County from the fixed-rate RCE's to metered water usage, which would then give all parties the ability to fairly process Spectrum's request. A change from an RCE to a metered model would need to be revenue-neutral to the Village in order to maintain the rate study assumptions over time.



Incorporated January 25, 1960

BERNARD
WYSOCKI
President

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KAPKIS
Administrator

JOHN
WAGENER
Trustee

PAMELA
MILROY
Trustee

DANIEL
SUGRUE
Trustee

RICHARD
GLOGOVSKY
Trustee

BRYAN
MUSKAT
Trustee

PETE
FURLONG
Trustee

CLARE
MICHELOTTI
Clerk

July 22, 2020

Mayor Terry Wepler
Village of Libertyville
118 W. Cook Ave.
Libertyville, IL 60048

RE: Sewer Billing Issue

Dear Mayor Wepler:

As you will recall, in our previous discussions we have agreed it would be appropriate and desirable to amend the current agreement between Lake County and the Village of Libertyville relative to how customers using the County's interceptor sewer are billed for sewer service.

Currently the agreement requires customers to be billed on a flat rate based on the number of Residential Customer Equivalents (RCE's). For customers that have metered water usage, it has been agreed among Lake County, Green Oaks and Libertyville that billing based on actual water usage would be more appropriate and equitable.

This morning myself, and several of our Village staff, had a Zoom conference meeting with Lake County staff to discuss the details of implementing such a transition. It is my understanding that Lake County staff will be scheduling a similar meeting with Libertyville officials and staff in the very near future.

In the meantime, Lake County has requested a letter from the Village of Libertyville confirming their concurrence with implementation of this transition. Could you please send such a letter to:

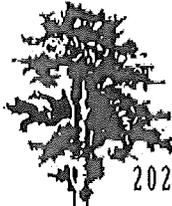
Ms. Julie Gray
Contract Manager
Lake County Public Works Department
650 Winchester Road
Libertyville, IL 60048

Thank you for your continued cooperation as we move towards implementation of this billing transition that will benefit customers in both Libertyville and Green Oaks that are currently overpaying for sewer service.

Sincerely yours,

Bernard Wysocki
Village President

c.c. Mrs. Denise Kafkis – Village Administrator
Mr. Bill Rickert – Village Engineer



Village of Green Oaks

2020 O'Plaine Road • Green Oaks, IL 60048 • (847)362-5363 • Fax (847)362-5375

greenoaks.org

October 25, 2019

Village President
Bernard Wysocki
bernard.wysocki@greenoaks.org

Ms. Kelly Amidei
Village Administrator
Village of Libertyville
118 West Cook Ave.
Libertyville, IL 60048

Village Administrator
Denise P. Kafkis
denise.kafkis@greenoaks.org

RE: Sewer Billing for Spectrum Senior Facility, Green Oaks

Trustees

John Wagener
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Pamela Milroy
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Daniel Sugrue
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Richard Glogovsky
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Pete Furlong
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Village Clerk
Clare Michelotti
clare.michelotti@greenoaks.org

Dear Ms. Amidei:

Thank you for taking the time yesterday, along with Paul Kendzior and Nick Mostardo, to meet with us relative to the sewer billing for the Green Oaks Spectrum Senior Living Facility. I am hereby summarizing the information that we presented and discussed at our meeting.

Historically, Lake County Public Works Department (LCPWD) has billed the Village of Green Oaks for sewer service based on flat rate customers because the majority of customers were on private residential wells and did not have meters. The Green Oaks Spectrum Senior Living Facility is a large customer to which LCPWD supplies water on a metered basis. The LCPWD sewer/water permit issued to Spectrum on April 12, 2016 was based on 141.8 Residential Customer Equivalents (RCE's). Since Spectrum became occupied in August, 2017, LCPWD has billed the Village for Spectrum's sewer usage on a flat rate based on the 141.8 RCE's.

In July of this year, Spectrum submitted copies of their LCPWD water bills documenting they are using considerably less water than their permitted RCE values, and they requested that they be billed based on actual water usage as metered and read by LCPWD.

See attachment A for a summary of Spectrum's actual water usage and RCE's from August 2017 through June 5, 2019.

In July of this year, the Village of Green Oaks submitted a written request to LCPWD to bill Spectrum based on metered water usage. After follow-up conference calls, LCPWD proposed keeping Spectrum as a flat rate customer but changing their rate to match what they would pay based on their metered consumption over the past 12 months. This would be reviewed and updated once a year. Attachment B shows what the billings would have been under this scenario for the period of June 5, 2018 through June 5, 2019. Because Spectrum is a metered water customer of LCPWD, and they have documented that their actual usage is significantly less than the permitted RCEs, we believe this is a fair and appropriate approach.

Spectrum has also requested that this approach be applied retroactively. LCPWD has indicated that this may be a problem because they have already paid the Village of Libertyville for the billed charges to date. Please note that Green Oaks would not be looking for a refund, but instead a credit that could be applied to future bills for Spectrum.

It is our understanding from our meeting, that in order for the Village of Libertyville to agree to LCPWD's proposed approach for sewer billing to Spectrum, the agreement between Libertyville and Lake County would need to be amended or renegotiated. It is also our understanding that you will be discussing this matter with the Village Board's Water and Sewer Committee at your earliest convenience.

Thank you once again for meeting with us and considering this matter. If you have any questions or require any additional information, please do not hesitate to contact me.

Respectfully,

A handwritten signature in black ink, appearing to read 'DKafkis', with a stylized flourish at the end.

Denise Kafkis
Village Administrator
vilgrnoaks@aol.com

Enclosures

c.c. Mayor Bernard Wysocki, Village President
William Rickert, Village Engineer

