

May 20, 2020

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES

May 20, 2020

The regular meeting of the Board of Trustees of the Northwest Mosquito Abatement District was held at 7:00 pm Wednesday, May 20, 2020 at 147 West Hintz Road, Wheeling, IL.

There being a presence of a quorum, Daniel R. Ansani, President called the meeting to order.

Trustees present: Daniel R. Ansani, President; Russell Nowak, Treasurer; Raymond Kincaid, Secretary; Dale Niewiardowski, Assistant Treasurer and Assistant Secretary

Trustees absent: None

Also present: Donald Veverka, Attorney; James Thennisch, Director; Patrick Irwin, Assistant Director; Carolyn Strahammer, legal admin; Ewa Migacz Office Manager

The minutes of the April 2020 meeting were read. Russell Nowak made a motion to accept the minutes as read, Dale Niewiardowski seconded the motion.

The Secretary called the roll and all ayes had been cast for approval of the motion and thereby declared the motion carried.

The Treasurer's Report for April 2020 was presented, and all checks were approved for payment. Russell Nowak made a motion to accept the report as read and Dale Niewiardowski seconded the motion.

The Secretary called the roll and all ayes had been cast for approval of the motion and thereby declared the motion carried.

Russell Nowak made a motion to accept the Tax Anticipation Ordinance as presented by Donald Veverka, Attorney for the District, and Trustee Dale Niewiardowski seconded the motion.

The Secretary called the roll and all ayes had been cast for approval of the motion and thereby declared the motion carried.

TAX ANTICIPATION ORDINANCE

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WHEREAS, NORTHWEST MOSQUITO ABATEMENT DISTRICT has levied, in the manner provided by law, taxes for the year 2020, the sum of \$2,705,826.10; and,

WHEREAS, due to the delay in collection of these taxes, there may not be sufficient money in the Treasury of the District to meet all necessary expenses and liabilities of the District; and,

WHEREAS, under these circumstances, the Board of Trustees may anticipate the collection of said taxes to the extent of seventy-five percent (75%) of the amount of said levy by the issuance and sale of warrants drawn against and in anticipation of said taxes already levied;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE NORTHWEST MOSQUITO ABATEMENT DISTRICT:

1. That the President of the said Board of Trustees is hereby authorized to execute and sell from time to time, as funds are needed for the necessary expenses and liabilities of said District, Warrants, in One Thousand Dollar (\$1,000.00) denominations, drawn against and in anticipation of taxes levied for the year 2020, in an amount not to exceed seventy-five percent (75%) of this amount of said taxes. All of said Warrants shall be signed by the President and countersigned by the Secretary under the Seal of the District.

2. That said Warrants shall be payable to bearer and shall show upon their face that they are payable in numerical order of their issuance solely from the anticipated taxes when these anticipated taxes are collected and not otherwise.

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3. Each Warrant shall bear interest, payable only out of the taxes against which it is drawn, at the rate specified in the Warrants. Said rate of interest shall be set by the President of the time of the sale of each Warrant and shall not exceed the amount of 1% more than the "Prime Rate" as quoted in the "Money Rates" section of the Wall Street Journal, per annum from the date of its issuance until paid or until notice is given, in the manner provided by law, that payment will be made upon presentation.

4. Said Warrants shall be issued in the following form:

Wheeling, Illinois

NO. _____, 20____ \$ _____

NORTHWEST MOSQUITO ABATEMENT DISTRICT

Cook County, Illinois

TAX ANTICIPATION ORDINANCE

Issued in Anticipation of Taxes Levied for the year 2020.

TREASURER OF NORTHWEST MOSQUITO ABATEMENT DISTRICT:

From taxes collected under the tax levy for the year 2020, appropriated and levied for Corporate purposes of NORTHWEST MOSQUITO ABATEMENT DISTRICT when received by you, pay to Bearer the sum of _____ Dollars with interest at the rate of 1.00 Percent more than the Prime Rate as quoted in the "Money Rates" section of the Wall Street Journal, per annum from the date hereof until the date of payment or until notice is given by publication in a newspaper or otherwise that the money for the payment of this warrant is available and that it will be paid on presentation. All warrants issued against and in anticipation of said taxes are payable in the numerical order of their issuance solely from said taxes when collected and not otherwise. Said warrants including this warrant, do not exceed seventy-five percent (75%) of the tax levy and shall be received by any collector of taxes in payment of the taxes against which they are issued.

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NORTHWEST MOSQUITO
ABATEMENT DISTRICT

By: _____
President

ATTEST:

Secretary

5. Said Warrants shall be sold at not less than par value thereof and the funds received shall be deposited with the Treasurer of the NORTHWEST MOSQUITO ABATEMENT DISTRICT.

6. When the taxes levied for the year 2020 are collected, the Treasurer of the NORTHWEST MOSQUITO ABATEMENT DISTRICT shall set apart and hold out sufficient money for the payment of the Warrants outstanding against said taxes together with interest thereon.

7. This ordinance shall take effect and be in full force from and after its passage and approval.

Passed by the Board of Trustees of NORTHWEST MOSQUITO ABATEMENT DISTRICT this 20th day of May, 2020.

Approved this 20th day of May, 2020.

President of the Board of Trustees of
NORTHWEST MOSQUITO ABATEMENT DISTRICT

ATTEST:

Secretary

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Assistant Director Patrick Irwin presented The Entomology report including the Mosquito Traps report and Beekeepers info. The IMVCA meeting planned for November 2020 has been canceled. Assistant Director debated the possible course of COVID-19 in Fall 2020. Dr. Irwin in cooperation with North Shore Mosquito Abatement District evaluating Growth regulator in Gravid Trap.

Director Thennisch updated the Board of Trustees on the District restrictions and limitations due to COVID-19. All District employees are working on location with the assistance of 31 seasonal employees. The District is following all recommendations pertaining to COVID-19 and employee safety for essential workers. All social distancing recommendations are being followed. Temperature readings are recorded by each employee at the start of the day. Personal protective equipment is provided by the District. Disinfectant is provided in each District vehicle and at each building.

The District is preparing a contingency plan should it become necessary in the event of a return or resurgence of the virus during the post season including maintenance of vehicles at the remote locations, employees working from home or possible layoffs.

The roofing project has been completed by Waukegan Roofing at the Wheeling location. The District awaiting final inspection and warranty information.

The District received a refund from the AMCA for the cancelled Portland 2020 meeting.

The Annual Audit is underway. Inventory observance was completed May 1, 2020. Auditors will start field work June 8, 2020. Lauterbach and Amen, LLP Actuary service, has submitted a draft of the OPEB report for GASB 74/75.

Director Thennisch updated the Board of Trustees on completion of Ethic Statements and filing requirements. James Thennisch and Patrick Irwin are OMA and FOIA officers for 2020/2021.

AT&T Telephones and Internet has been transferred to the new account.

Director Thennisch presented the Field Operations Report.

At 7:25 pm Russell Nowak made a motion to adjourn into Executive Session pursuant to 5 ILCS 120/2(c)(2). Dale Niewiardowski seconded the motion and it passed unanimously.

The Board reconvened to the regular Board meeting at 7:50 pm.

Trustee Dale Niewiardowski moved that the written Executive Session

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minutes of October 23, 2019; November 13, 2019; January 13, 2020 should be affirmed as substantially correct and that there is no need to review the recordings of said minutes. The motion was seconded by Trustee Russell Nowak.

The Secretary called the roll and all ayes had been cast for approval of the motion and thereby declared the motion carried.

Trustee Ray Kincaid moved that the Executive Session minutes of October 23, 2019; November 13, 2019 and January 13, 2020 need to remain confidential and all prior unreleased minutes should remain confidential and therefore not made public. The motion was seconded by Trustee Russell Nowak.

The Secretary called the roll and all ayes had been cast for approval of the motion and thereby declared the motion carried.

Russell Nowak made a motion to approve the compensation for union employees per union contract as discussed in the Executive Session. Ray Kincaid seconded the motion.

The Secretary called the roll and all ayes had been cast for approval of the motion and thereby declared the motion carried.

Dale Niewiardowski made a motion to approve the compensation for non-union employees as discussed in the Executive Session. Russell Nowak seconded the motion.

The Secretary called the roll and all ayes had been cast for approval of the motion and thereby declared the motion carried.

Trustee Niewiardowski made a motion to approve Mark Jarmolinski to the permanent position as Field Supervisor and Dan Bartlett to the permanent position as Assistant to Chief of Field Operations. Trustee Kincaid seconded the motion.

The Secretary called the roll and all ayes had been cast for approval of the motion and thereby declared the motion carried.

James Thennisch, the Director, presented an updated Barrington Bank authorized user's list. The original settings are still in place with one change -removal of Trustee Karen V. Mills. The Authorized user signature cards was made available for the Board of Trustees review and approval. The Trustees signed presented documents.

Director Thennisch presented an updated capital improvement schedule for The Board of Trustees Approval. The Trustees discussed the proposed schedule.

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Trustee Raymond Kincaid made a motion to approve the updated proposed 5-year plan capital improvement expenditures, Trustee Dale Niewiardowski seconded the motion.

The Secretary called the roll and all ayes had been cast for approval of the motion and thereby declared the motion carried.

There being no further business to come before the Board a motion was made by Russell Nowak to adjourn and seconded by Trustee Raymond Kincaid; the motion passed unanimously at 7.55 p.m.

President

Secretary