

April 20, 2022

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES

April 20, 2022

The regular meeting of the Board of Trustees of the Northwest Mosquito Abatement District was held 7:00 pm Wednesday, April 20, 2022, 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; Dale Niewiardowski, Vice President / Assistant Treasurer and Assistant Secretary; Russell Nowak, Treasurer.

Trustee Absent: Raymond Kincaid, Secretary

Also, present: James Thennisch, Director; Carolyn Strahammer Attorney; Patrick Irwin Assistant Director; Ewa Migacz Office Manager.

The minutes of the March 16, 2022, meeting were read. Trustee Russell Nowak made a motion to accept the minutes as read and Trustee Dale Niewiardowski seconded the motion.

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

The minutes of the April 6, 2022, special meeting were read. Trustee Dale Niewiardowski made a motion to accept the minutes as read and Trustee Russell Nowak seconded the motion.

The President 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 March 2022 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 President called the roll and all ayes had been cast for approval of the motion and thereby declared the motion carried.

Attorney Strahammer presented Tax Levy Ordinance for Trustees review and approval. Ms. Strahammer updated on the reappointment process with

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the County Clerk office.

Trustee Russell Nowak made a motion to adopt the Tax Levy Ordinance for the period of May 1, 2022, through and including April 30, 2023, as presented by the District's Attorney, Carolyn D Strahammer PC, and Dale Niewiardowski seconded the motion.

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

**TAX LEVY ORDINANCE**

AN ORDINANCE for the levy of taxes for the corporate purposes of the NORTHWEST MOSQUITO ABATEMENT DISTRICT for the year May 1, 2022, to April 30, 2023.

BE IT ORDAINED by the Board of Trustees of the NORTHWEST MOSQUITO ABATEMENT DISTRICT.

SECTION 1: By a Budget and Appropriation Ordinance passed by the Board of Trustees of the NORTHWEST MOSQUITO ABATEMENT DISTRICT on the 6<sup>th</sup> day of April, 2022, the sum of Three Million Five Hundred Seventy One Thousand Four hundred Twenty Seven and 67/100 (\$3,571,627.67) was appropriated for the corporate purposes of said District, for the fiscal year ending April 30, 2023, as hereinafter specified:

I.	Personal Services	
	Salary of Director	\$ 162,000.00
	Salary of Assistant Director	\$ 132,500.00
	Salary of Office Manager	\$ 108,000.00
	Salary of Field Employees	\$ 978,000.00
	Salary of Entomologist	\$ 76,000.00
	Salary of Chief Field Operations	\$ 120,000.00
	Salary of Chief Internal Services	\$ 120,000.00
	Employer's Share of Employees' Retirement Fund (FICA)	\$ 130,000.00
	Employer's Share of Employer's Retirement Fund (IMRF)	<u>\$ 132,000.00</u>
	TOTAL	\$ 1,958,500.00
II.	Contractual Services	
	Insurance: Business Auto	\$ 38,000.00
	Insurance: General Liability and Pollution Liability	\$ 40,000.00

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	Insurance: Umbrella Liability	\$ 38,000.00
	Insurance: Workmen's Compensation	\$ 35,000.00
	Insurance: Property	\$ 14,000.00
	Insurance: Bonding	\$ 0.00
	Insurance: Directors' and Officers' Liability	\$ 0.00
	Insurance: Hospitalization	\$ 298,500.00
	Insurance: Unemployment	\$ 10,000.00
	Materials & Service: Motor Vehicles	\$ 39,750.00
	Materials & Service: Field Equipment	\$ 7,100.00
	Materials & Service: Buildings & Grounds	\$ 50,000.00
	Materials & Service: Shop Equipment	\$ 0.00
	Materials & Service: Radio	\$ 8,500.00
	Maintenance	\$ 21,250.00
	Light	\$ 15,000.00
	Heat	\$ 20,000.00
	Telephone	\$ 46,000.00
	Water	\$ 2,250.00
	Legal Fees and Expenses	\$ 61,500.00
	Legal Administration	\$ 21,000.00
	Auditing and Accounting	\$ 20,200.00
	Dues and Subscriptions	\$ 7,000.00
	Computer Software	\$ 65,000.00
	Payroll Expense	<u>\$ 9,000.00</u>
	TOTAL	\$ 867,050.00
III.	Travel	<u>\$ 3,000.00</u>
	TOTAL	\$ 3,000.00
IV.	Commodities Insecticides	\$ 383,557.52

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	Oils	\$ 0.00
	Motor Vehicle Fuel	\$ 59,970.00
	Drafting Supplies	\$ 0.00
	Office Supplies	\$ 10,000.00
	Postage & Cartage	\$ 1,600.00
	Shop Supplies	\$ 16,000.00
	Lab Supplies	\$ 28,000.00
	Drainage	\$ 0.00
	Uniforms	\$ 10,000.00
	Safety Equipment	<u>\$ 16,000.00</u>
	TOTAL	\$ 525,127.52
V.	Equipment	
	Motor Vehicles, Field Equipment	\$ 5,000.00
	Lab Equipment Purchase	\$ 25,000.00
	Office Equipment Purchase	\$ 7,500.00
	Shop Equipment Purchase	\$ 3,500.00
	Radio Equipment Purchase	\$ 3,500.00
	Computer Hardware	<u>\$ 10,000.00</u>
	TOTAL	\$ 54,500.00
VI.	Contingencies	<u>\$ 15,000.00</u>
	TOTAL	\$ 15,000.00
VII.	Education	
	Educational Meetings	\$ 18,000.00
	Research and Development	\$ 0.00
	Training and Development	\$ 2,000.00
	Literature Purchase	<u>\$ 750.00</u>
	TOTAL	\$ 20,750.00

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VIII. Capital Improvement Fund

1. Truck purchase
2. Tablets
3. Wheeling Building

TOTAL \$ 102,500.15

**RECAPITULATION**

Personal Services	\$ 1,958,500.00
Contractual Services	\$ 867,050.00
Travel	\$ 3,000.00
Commodities	\$ 525,127.52
Equipment	\$ 54,500.00
Contingencies	\$ 15,000.00
Education	\$ 20,750.00
Capital Improvement Fund	<u>\$ 102,500.15</u>
Loss and Cost of Collection	<u>\$ 25,000.00</u>
TOTAL APPROPRIATED EXPENDITURES	<u>\$3,571,427.67</u>
TOTAL APPROPRIATION	<u>\$3,571,427.67</u>

SECTION 2: Of the total amount of Three Million Five Hundred Seventy One Thousand Four hundred Twenty Seven and 67/100 (\$3,571,627.67) so appropriated, the NORTHWEST MOSQUITO ABATEMENT DISTRICT requires to be raised by taxation the sum of Two Million Five Hundred Ninety Three Thousand Six Hundred Ninety Six and 77/100 (\$2,593,696.77) for the following corporate purposes:

**APPROPRIATED EXPENDITURES**

I. Personal Services	
Salary of Director	\$ 162,000.00
Salary of Assistant Director	\$ 132,500.00
Salary of Office Manager	\$ 108,000.00
Salary of Field Employees	\$ 978,000.00
Salary of Entomologist	\$ 76,000.00

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Salary of Chief Field Operations	\$ 120,000.00
Salary of Chief Internal Services	\$ 120,000.00
Employer's Share of Employees' Retirement Fund (FICA)	\$ 130,000.00
Employer's Share of Employer's Retirement Fund (IMRF)	<u>\$ 132,000.00</u>
TOTAL	\$ 1,958,500.00
II. Contractual Services	
Insurance: Business Auto	\$ 38,000.00
Insurance: General Liability and Pollution Liability	\$ 40,000.00
Insurance: Umbrella Liability	\$ 38,000.00
Insurance: Workmen's Compensation	\$ 35,000.00
Insurance: Property	\$ 14,000.00
Insurance: Bonding	\$ 0.00
Insurance: Directors' and Officers' Liability	\$ 0.00
Insurance: Hospitalization	\$ 298,500.00
Insurance: Unemployment	\$ 10,000.00
Materials & Service: Motor Vehicles	\$ 39,750.00
Materials & Service: Field Equipment	\$ 7,100.00
Materials & Service: Buildings & Grounds	\$ 50,000.00
Materials & Service: Shop Equipment	\$ 0.00
Materials & Service: Radio	\$ 8,500.00
Maintenance	\$ 21,250.00
Light	\$ 15,000.00
Heat	\$ 20,000.00
Telephone	\$ 46,000.00
Water	\$ 2,250.00
Legal Fees and Expenses	\$ 61,500.00

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	Legal Administration	\$ 21,000.00
	Auditing and Accounting	\$ 20,200.00
	Dues and Subscriptions	\$ 7,000.00
	Computer Software	\$ 65,000.00
	Payroll Expense	<u>\$ 9,000.00</u>
	TOTAL	\$ 867,050.00
III.	Travel	<u>\$ 3,000.00</u>
	TOTAL	\$ 3,000.00
IV.	Commodities	
	Insecticides	\$ 383,557.52
	Oils	\$ 0.00
	Motor Vehicle Fuel	\$ 59,970.00
	Drafting Supplies	\$ 0.00
	Office Supplies	\$ 10,000.00
	Postage & Cartage	\$ 1,600.00
	Shop Supplies	\$ 16,000.00
	Lab Supplies	\$ 28,000.00
	Drainage	\$ 0.00
	Uniforms	\$ 10,000.00
	Safety Equipment	<u>\$ 16,000.00</u>
	TOTAL	\$ 525,127.52
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	Motor Vehicles, Field Equipment	\$ 5,000.00
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	Radio Equipment Purchase	\$ 3,500.00
	Computer Hardware	<u>\$ 10,000.00</u>
	TOTAL	\$ 54,500.00

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VI.	Contingencies	\$ 15,000.00
	TOTAL	\$ 15,000.00
VII.	Education	
	Educational Meetings	\$ 18,000.00
	Research and Development	\$ 0.00
	Training and Development	\$ 2,000.00
	Literature Purchase	\$ 750.00
	TOTAL	\$ 20,750.00
VIII.	Capital Improvement Fund	
	1. Truck purchase	
	2. Tablets	
	3. Wheeling Building	
	TOTAL	\$ 102,500.15

**RECAPITULATION**

Personal Services	\$ 1,958,500.00
Contractual Services	\$ 867,050.00
Travel	\$ 3,000.00
Commodities	\$ 525,127.52
Equipment	\$ 54,500.00
Contingencies	\$ 15,000.00
Education	\$ 20,750.00
Capital Improvement Fund	\$ 102,500.15
Loss and Cost of Collection	\$ 25,000.00
TOTAL APPROPRIATED EXPENDITURES	\$ 3,571,427.67
TOTAL APPROPRIATION	\$ 3,571,427.67
MINUS: AMOUNT OF ESTIMATED RECEIPTS	



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WHICH IS IN EXCESS OF APPROPRIATIONS  
INCLUDING CASH TO BE RECEIVED FROM  
STATE OF ILLINOIS PERSONAL PROPERTY  
REPLACEMENT TAX

- \$ 977,730.90

TOTAL NEEDED FROM LEVY

\$ 2,593,696.77

SECTION 3: NOW, THEREFORE, thereby, and hereby is levied upon all taxable property within the territorial limits of the NORTHWEST MOSQUITO ABATEMENT DISTRICT for the year 2022-2023, for the corporate purposes of said NORTHWEST MOSQUITO ABATEMENT DISTRICT, the sum of Two Million Five Hundred Ninety Three Thousand Six Hundred Ninety Six and 77/100 (\$2,593,696.77)

SECTION 4: The Secretary of the NORTHWEST MOSQUITO ABATEMENT DISTRICT is directed to file with the County Clerk of Cook County a certified copy of this Ordinance, and said County Clerk to cause the same sum of Two Million Five Hundred Ninety Three Thousand Six Hundred Ninety Six and 77/100 (\$2,593,696.77) to be extended upon and against the taxable property within the territorial limits of the NORTHWEST MOSQUITO ABATEMENT DISTRICT, in accordance with the Laws and Statutes of the State of Illinois.

SECTION 5: This Ordinance shall take effect and be in force from and after its passage and approval.

Passed by the Board of Trustees of the NORTHWEST MOSQUITO ABATEMENT DISTRICT this 20<sup>st</sup> day of April 2022.

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President of the Board of Trustees of the  
NORTHWEST MOSQUITO ABATEMENT DISTRICT

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Vice President/ Assistant Secretary/ Assistant Treasurer  
NORTHWEST MOSQUITO ABATEMENT DISTRICT

President Ansani signed the Illinois Truth in Taxation Law Certificate of compliance.

Trustees discussed the Ordinance Transferring funds and updated Capital Improvement Schedule with adjustment for the Wheeling Building.

A motion was made by Trustee Russell Nowak to pass the Capital Improvement Schedule with adjustments for the Wheeling Building and increase of the Capital Improvement fund accordingly and seconded by Trustee Dale Niewiardowski.

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

A motion was made by Trustee Russell Nowak to pass the following Ordinance Transferring Funds and seconded by Trustee Dale

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Niewiardowski.

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

ORDINANCE

WHEREAS, the Northwest Mosquito Abatement District has depleted the financial resources in certain funds (as hereinafter designated); and

WHEREAS, due to financial commitments, additional monies are needed in the depleted funds; and

WHEREAS, the District has sufficient financial resources available in certain other separate funds (as hereinafter designated) to meet the financial needs of the depleted funds; and

WHEREAS, in accordance with 65 ILCS 5/8-2-7, the District is desirous of transferring monies from certain funds to the depleted funds.

NOW, THEREFORE, be it Resolved, in accordance with 65 ILCS 5/8-2-7. as follows:

Four Thousand Dollars (\$4,000.00) is transferred from Account 6205 to Account 6201

Four Thousand Dollars (\$4,000.00) is transferred from Account 6209 to Account 6201

Two Thousand Dollars (\$2,000.00) is transferred from Account 8405 to Account 8406

One Thousand Five Hundred Dollars (\$1,500.00) is transferred from Account 8506 to Account 6214

Twenty Thousand Dollars (20,000.00) is transferred from Account 8404 to Account 8505

Fifteen Thousand Dollars (\$15,000.00) is transferred from Account 6217 to Account 8505

Three Thousand Dollars (\$3,000.00) is transferred from Account 6224 to Account 8505

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Ten Thousand Dollars (\$10,000.00) is transferred from Account 8403 to Account 8505

Seven Thousand Dollars (\$7,000.00) is transferred from Account 8414 to Account 8505

Five Thousand Dollars (\$5,000.00) is transferred from Account 8504 to Account 8505

Ten Thousand Dollars (\$10,000.00) is transferred from Account 6204 to Account 9601

Fifty Five Thousand Dollars (\$55,000.00) is transferred from Account 6208 to Account 9601

Fifteen Thousand Dollars (\$15,000.00) is transferred from Account 6219 to Account 9601

Ten Thousand Dollars (\$10,000.00) is transferred from Account 6220 to Account 9601

Five Thousand Dollars (\$5,000.00) is transferred from Account 6221 to Account 9601

Five Thousand Dollars (\$5,000.00) is transferred from Account 6223 to Account 9601

Five Thousand Dollars (\$5,000.00) is transferred from Account 7305 to Account 9601

Two Hundred Twenty Thousand Dollars (220,000.00) is transferred from Account 8401 to Account 9601

Fifteen Thousand Dollars (\$15,000.00) is transferred from Account 8503 to Account 8411

Assistant Director Patrick Irwin presented the Entomology Report. The mosquito traps will be operational next week. Dr. Irwin reported on larvae production on the District aquatic sites, but cooler temperatures are slowing development. Assistant Director and Assistant Chief of field Operations will be attending Wheeling Earth Day on Sunday April 24 at Heritage Park.

Director Thennisch presented the general District insurance renewal proposal from A. J. Gallagher. The Trustees discussed the proposal.

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Trustee Russell Nowak made a motion to approve 2022/2023 A.J. Gallagher proposal, Trustee Dale Niewiardowski seconded the motion.

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

Director Thennisch presented the Financial Report including Annual Audit Schedule for fiscal year ending 4/30/2022 conducted by ATA. The District continued with Lauterbach & Amen LLP for Actuarial Valuation.

Director Thennisch presented the Field Operations report including an update on the seasonal hiring, and the Internal Services report including an update on the new Trucks and Foggers purchase.

Director Thennisch presented a list of proposed surplus equipment to be posted for public sale. The Trustees discussed the proposal and approved. A Public notice will be posted April 28, and bids will be accepted until May 12, 2022.

At 7:32 pm Trustee Nowak made a motion to adjourn into Executive Session pursuant to 5 ILCS 120/2(c)(2). Trustee Dale Niewiardowski seconded the motion and it passed unanimously.

The Board reconvened to the regular Board meeting at 7:59 pm.

Trustee Dale Niewiardowski moved that the written Executive Session minutes of October 20, 2021, December 15, 2021, and January 19, 2022, should be affirmed as substantially correct and that there is no need to review the recordings of said minutes. Trustee Russell Nowak seconded the motion.

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

Trustee Russell Nowak moved that the Executive Session minutes of October 20, 2021, December 15, 2021, and January 19, 2022, need to remain confidential, and all prior unreleased minutes should remain confidential and therefore not made public. Trustee Dale Niewiardowski seconded the motion.

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

Attorney Strahammer distributed copies of an amendment to the District

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expense reimbursement policy. After discussion Trustee Russell Nowak made a motion to adopt the attached amendment to the District policy on reimbursement of expenses and Dale Niewiardowski seconded the motion

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

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

The President 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 Russel Nowak to adjourn and seconded by Dale Niewiardowski; the motion passed unanimously at 8.05 p.m.

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President

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Vice President Assistant Secretary/Treasurer