

April 21, 2021

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES

April 21, 2021

The regular meeting of the Board of Trustees of the Northwest Mosquito Abatement District was held 7:00 pm Wednesday, April 21, 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; Dale Niewiardowski, Vice President / Assistant Treasurer and Assistant Secretary; Russell Nowak, Treasurer.

Trustee Absnt: Raymond Kincaid, Secretary

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

The minutes of the March 17, 2021 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 7, 2021 special 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 Treasurer's Report for March 2021 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.

Special Counsel Mr. Veverka presented update on the litigation.

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Trustees discussed continuation on Attorney Veverka service for May and June of 2021.

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

Trustee Russell Nowak made a motion to adopt the Tax Levy Ordinance for the period of May 1, 2021 through and including April 30, 2022 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, 2021 to April 30, 2022.

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 7th day of April, 2021, the sum of Three Million Four Hundred Forty Three Thousand Seventy Seven and 67/100 (\$3,443,077.67) was appropriated for the corporate purposes of said District, for the fiscal year ending April 30, 2022, as hereinafter specified:

I.	I.	Personal Services	
		Salary of Director	\$ 148,000.00
		Salary of Field Employees	\$ 897,400.00
		Salary of Entomologist	\$ 63,250.00
		Salary of Office Manager	\$ 95,500.00
		Salary of Assistant Director	\$ 132,500.00
		Salary of Chief Field Operations	\$ 118,500.00
		Salary of Chief Internal Services	\$ 118,500.00
		Employer's Share of Employees' Retirement Fund (FICA)	\$ 125,000.00
		Employer's Share of Employer's Retirement Fund (IMRF)	<u>\$ 125,500.00</u>

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TOTAL	\$ 1,824,150.00
II. Contractual Services	
Insurance: Business Auto	\$ 30,250.00
Insurance: General Liability and Pollution Liability	\$ 39,000.00
Insurance: Umbrella Liability	\$ 38,000.00
Insurance: Workmen's Compensation	\$ 36,000.00
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	\$ 13,250.00
Heat	\$ 13,250.00
Telephone	\$ 48,000.00
Water	\$ 2,250.00
Legal Fees and Expenses	\$ 61,500.00
Legal Administration	\$ 23,000.00
Auditing and Accounting	\$ 20,200.00
Dues and Subscriptions	\$ 7,000.00
Computer Software	\$ 50,000.00
Payroll Expense	<u>\$ 8,250.00</u>
TOTAL	\$ 839,050.00

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III.	Travel	<u>\$ 3,000.00</u>
	TOTAL	\$ 3,000.00
IV.	Commodities	
	Insecticides	\$ 408,557.52
	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	\$ 7,000.00
	Safety Equipment	<u>\$ 15,000.00</u>
	TOTAL	\$ 546,127.52
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>\$ 15,000.00</u>
	TOTAL	\$ 59,500.00
VI.	Contingencies	<u>\$ 15,000.00</u>
	TOTAL	\$ 15,000.00
VII.	Education	
	Educational Meetings	\$ 15,000.00
	Research and Development	\$ 0.00
	Training and Development	\$ 13,000.00

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Literature Purchase	\$ <u>750.00</u>
TOTAL	\$ 28,750.00

VIII. Capital Improvement Fund

1. Truck purchase	
2. Underground Tank	
3. Elk Grove Parking Lot	
TOTAL	\$ 102,500.15

RECAPITULATION

Personal Services	\$ 1,824,150.00
Contractual Services	\$ 839,050.00
Travel	\$ 3,000.00
Commodities	\$ 546,127.52
Equipment	\$ 59,500.00
Contingencies	\$ 15,000.00
Education	\$ 28,750.00
Capital Improvement Fund	\$ <u>102,500.15</u>
Loss and Cost of Collection	\$ <u>25,000.00</u>
TOTAL APPROPRIATED EXPENDITURES	<u>\$3,443,077.67</u>
TOTAL APPROPRIATION	<u>\$3,443,077.67</u>

SECTION 2: Of the total amount of Three Million Four Hundred Forty Three Thousand Seventy Seven and 67/100 (\$3,443,077.67) so appropriated, the NORTHWEST MOSQUITO ABATEMENT DISTRICT requires to be raised by taxation the sum of Two Million Seven Hundred Five Thousand Five Hundred Fifty Five and 53/100 (\$2,705,555.53) for the following corporate purposes:

APPROPRIATED EXPENDITURES

I. I. Personal Services	
Salary of Director	\$ 148,000.00
Salary of Field Employees	\$ 897,400.00

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Salary of Entomologist	\$ 63,250.00
Salary of Office Manager	\$ 95,500.00
Salary of Assistant Director	\$ 132,500.00
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Salary of Chief Internal Services	\$ 118,500.00
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TOTAL	\$ 1,824,150.00

II. Contractual Services

Insurance: Business Auto	\$ 30,250.00
Insurance: General Liability and Pollution Liability	\$ 39,000.00
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Insurance: Workmen's Compensation	\$ 36,000.00
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
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Maintenance	\$ 21,250.00
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Heat	\$ 13,250.00
Telephone	\$ 48,000.00

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	Water	\$ 2,250.00
	Legal Fees and Expenses	\$ 61,500.00
	Legal Administration	\$ 23,000.00
	Auditing and Accounting	\$ 20,200.00
	Dues and Subscriptions	\$ 7,000.00
	Computer Software	\$ 50,000.00
	Payroll Expense	<u>\$ 8,250.00</u>
	TOTAL	\$ 839,050.00
III.	Travel	<u>\$ 3,000.00</u>
	TOTAL	\$ 3,000.00
IV.	Commodities	
	Insecticides	\$ 408,557.52
	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	\$ 7,000.00
	Safety Equipment	<u>\$ 15,000.00</u>
	TOTAL	\$ 546,127.52
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	Lab Equipment Purchase	\$ 25,000.00
	Office Equipment Purchase	\$ 7,500.00
	Shop Equipment Purchase	\$ 3,500.00
	Radio Equipment Purchase	\$ 3,500.00

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	Computer Hardware	\$ 15,000.00
	TOTAL	\$ 59,500.00
VI.	Contingencies	\$ 15,000.00
	TOTAL	\$ 15,000.00
VII.	Education	
	Educational Meetings	\$ 15,000.00
	Research and Development	\$ 0.00
	Training and Development	\$ 13,000.00
	Literature Purchase	\$ 750.00
	TOTAL	\$ 28,750.00
VIII.	Capital Improvement Fund	
	1. Truck purchase	
	2. Underground Tank	
	3. Elk Grove Parking Lot	
	TOTAL	\$ 102,500.15

RECAPITULATION

Personal Services	\$ 1,824,150.00
Contractual Services	\$ 839,050.00
Travel	\$ 3,000.00
Commodities	\$ 546,127.52
Equipment	\$ 59,500.00
Contingencies	\$ 15,000.00
Education	\$ 28,750.00
Capital Improvement Fund	\$ 102,500.15
Loss and Cost of Collection	\$ 25,000.00
TOTAL APPROPRIATED EXPENDITURES	<u>\$3,443,077.67</u>
TOTAL APPROPRIATION	<u>\$3,443,077.67</u>
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

- \$ 737,522.14

TOTAL NEEDED FROM LEVY

\$2,705,555.53

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 2021-2022, for the corporate purposes of said NORTHWEST MOSQUITO ABATEMENT DISTRICT, the sum of Two Million Seven Hundred Five Thousand Five Hundred Fifty Five and 53/100 (\$2,705,555.53)

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 Seven Hundred Five Thousand Five Hundred Fifty Five and 53/100 (\$2,705,555.53) 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 21st day of April, 2021.

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

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.

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

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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:

Twelve Thousand Dollars (\$12,000.00) is transferred from Account 6208 to Account 6203.

Five Thousand Dollars (\$5,000.00) is transferred from Account 6210-8404 to Account 6211-8405

One Thousand Dollars (\$1,000.00) is transferred from Account 8408 to Account 8409

One Thousand Dollars (\$1,000.00) is transferred from Account 8506 to Account 8410

Twenty Two Thousand Dollars (22,000.00) is transferred from Account 8503 to Account 8411

Two Hundred Forty Seven Thousand Three Hundred Seventy Eight Dollars 51/100 (247,378.51) is transferred from Account 8401 to Account 9601

Twenty Five Thousand Dollars (25,000.00) is Transferred from Account 8401 to Account 6217

Fifteen Thousand Dollars (15,000.00) is Transferred from Account 8401 to Account 8414

Five Thousand Dollars (5,000.00) is Transferred from Account 8401 to Account 8501-8502

Assistant Director Patrick Irwin presented the Entomology Report. The mosquito traps will be operational next week. Dr. Irwin reported on

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larvae production on the District aquatic sites based on random aquatic samples. Assistant Director updated on a 10-year retrospective analysis of adult Culex abundance and onset of WNV positive mosquitoes. The District peak CX. Abundance in the middle of July, with WNV positive pool becoming common on July 26. Dr. Irwin is cooperating with AMCA on Best Management Practices for the Integrated Mosquito Management document to include WNV vector mosquitoes.

Director James Thennisch informed that the District continues following CDC recommendations pertaining to COVID-19 and employee safety. All District facilities are prepared for 2021 season. Covid - 19 restrictions will be followed allowing one employee per vehicle.

Director Thennisch presented the general District insurance renewal proposal from A. J. Gallagher. Transition of carriers due to non-renewal notices caused an increase in premiums. The Trustees discussed the proposal.

Trustee Russell Nowak made a motion to approve 2021/2022 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 Annual Audit Schedule for fiscal year ending 4/30/2021 conducted by McClure, Inserra & Co., Chtd. The District continued with Lauterbach & Amen LLP for Actuarial Valuation.

Director Thennisch presented Field Operations report and Internal Services report.

The District bargaining agreement unit negotiations are pending. Trustee Nowak was selected as the Board of Trustees representative in negotiation process.

At 7:29 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 7:45 pm.

Trustee Russell Nowak moved that the written Executive Session minutes of October 21, 2020, November 18, 2020, January 20, 2021, and the March 17, 2021 should be affirmed as substantially correct and that there is no need to review the recordings of said minutes. The motion

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was seconded by Trustee Dale Niewiardowski.

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 21, 2020, November 18, 2020, January 20, 2021, and the March 17, 2021 need to remain confidential, and all prior unreleased minutes should remain confidential and therefore not made public. The motion was seconded by Trustee Dale Niewiardowski.

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 7.47 p.m.

President

Vice President Assistant Secretary/Treasurer