

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE SALT CREEK SANITARY
DISTRICT HELD AT 201 S. ROUTE 83, VILLA PARK, IL ON APRIL 19, 2021.**

The FY 2021-2022 Budget Public Hearing was called to order by Trustee Hensley at 6:00 p.m.:

Present: Trustees, Raymond Hensley – President, Robert Taglia – Vice President, Troy Clampit - Clerk. Also, present: Manager Jim Listwan & Business Administrator Ray Hoving. Attorney Bob Kay and Engineer Mark Halm were in attendance remotely via Go To Meeting.

Public Participation: None

Public Hearing Adjourned Trustee Clampit moved, seconded by Trustee Taglia to adjourn the meeting at 6:01 p.m. Ayes: Hensley, Taglia, Clampit. Motion carried.

The Regular Meeting was called to order by Trustee Hensley at 6:01 p.m.: Present: Trustees, Present: Trustees, Raymond Hensley – President, Robert Taglia – Vice President, Troy Clampit - Clerk. Also, present: Manager Jim Listwan & Business Administrator Ray Hoving. Attorney Bob Kay and Engineer Mark Halm were in attendance remotely via Go To Meeting.

Public Participation: There were no members of the public present at the meeting.

Minutes Approved: Trustee Clampit moved, seconded by Trustee Taglia to approve the minutes of the Regular Meeting of March 15, 2021. Ayes: Hensley, Taglia, Clampit. Motion carried.

Bill Listing: Review and discussion ensued. Trustee Taglia moved, seconded by Trustee Clampit to approve the bill listing dated April 19, 2021 in the amount of \$144,847.74 and to pay when funds are available prior to their due date. Ayes: Hensley, Taglia, Clampit. Motion carried.

April 2021 Water Shut-Off List: Business Administrator Hoving presented the list of customers that have balance on their account greater than \$50 and are more than 30 days past due. Mr. Hoving stated that there were 76 customers on this month's list for a total past due balance of \$15,565.07. Trustee Clampit made a motion; seconded by Trustee Taglia to approve the shut-off list for the month of April. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Reconciliation Report – March 2021: Business Administrator Hoving presented the March Reconciliation report for review and discussion. Trustee Taglia moved, seconded by Trustee Clampit to approve the Reconciliation report for February 2021 as presented. Ayes: Hensley, Taglia, Clampit. Motion carried.

Engineers Report:

Master Service Agreement. Engineer Mark Halm presented a proposed Master Service Agreement for upcoming Engineering services. He stated that the agreement was reviewed by attorney Bob Kay and an addendum was added to the original based on the attorney's review. Trustee Clampit moved, seconded by Trustee Taglia to approve the Master Service Agreement with addendum as presented. Ayes: Hensley, Taglia, Clampit. Motion carried.

Engineering Task Order #1: Mr. Halm presented task order #1 as part of the approved Master Service Agreement. The task covers the facility plan update to be completed in FY 2021-2022. The facility plan is needed for future plant projects and is a requirement of the Illinois Environmental Protection Agency to apply for state revolving loan funding. The work is expected to commence and be completed during the new fiscal year at a cost not to exceed \$93,600.00. Trustee Taglia made a motion; seconded by Trustee Clampit to approve the contract with Deuchler Engineering for Task Order #1. Ayes: Hensley, Taglia, Clampit. Motion Carried

Engineering Task Order #2: Mr. Halm also presented a proposal for Task Order #2. Task order #2 involves the development of a concept plan to address the deterioration of the Salt Creek streambank along the East side of the district property. Engineer Halm and Manager Listwan stated that if left unaddressed the streambank may erode to the point that will endanger the service road that runs along the creek. The proposal is for a contract amount not to exceed \$34,520 and will be completed during FY 2021-2022. Trustee Clampit made a motion; seconded by Trustee Taglia to approve the contract with Deuchler Engineering for Task Order #2. Ayes: Hensley, Taglia, Clampit. Motion Carried

Managers Employee Recognition: Manager Listwan asked the board to authorize a one-time monetary disbursement to employees for the hard work and dedication during a very difficult year. He stated the district did not lose any man-hours due to the pandemic and employees took on additional tasks in order to achieve the mission of the district. Manager Listwan and Business Administrator Hoving stated that the recognition was meant for the hourly employees of the district only. Trustee Taglia stated that if any employee is to receive a "bonus" that everyone should receive the same including management. Trustee Taglia made a motion; seconded by Trustee Clampit to approve the managers request to recognize the employees for their hard work and dedication. Ayes: Hensley, Taglia, Clampit. Motion carried.

Manager's Report – March 2021: Manager Listwan presented his report for the month of March. Trustee Taglia moved, seconded by Trustee Clampit to approve the Manager's Report for March 2021 and place it on file. Ayes: Hensley, Taglia, Clampit. Motion carried.

FY 2021-2022 Budget and Appropriation Ordinance #556: Business Administrator Hoving presented Ordinance #556 - FY 2021-2022 Budget and Appropriation ordinance for consideration. Mr. Hoving stated that there were no changes to the budget and appropriation from the first reading of the ordinance. The ordinance appropriates a total of \$4,992,532.00 for the upcoming year. \$3,233,118.00 is appropriated to the corporate fund for the day to day operation of the plant. The remaining appropriation is for the Improvement Fund \$340,000.00, Replacement Fund - \$110,000.00 and Debt Service Fund - \$1,309,414.00. Mr. Hoving reiterated that this budget is the first balanced budget presented in a number of years. Trustee Clampit moved, seconded by Trustee Taglia to approve Ordinance #556 - FY 2021/2022 Budget and Appropriation Ordinance. Ayes: Hensley, Taglia, Clampit. Nays: None. Motion carried.

Ordinance #557 - FY 2021-2022 User Rate Ordinance: Business Administrator Hoving presented Ordinance #557 – FY 2021-2022 User Rate Ordinance. This ordinance increases the corporate fund portion of the user rate by \$0.10 to \$3.75 per 1000 gallons. Combined with the debt service fund portion of \$2.15 per 1000 gallons the total user rate for FY 2021-2022 will be \$5.90 per 1000 gallons. Trustee Taglia made a motion; seconded by Trustee Clampit to approve Ordinance #557 – FY 2021-2022 User Rate Ordinance as presented. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Meeting Adjourned

Trustee Clampit moved, seconded by Trustee Taglia to adjourn the meeting at 6:39p.m. Ayes: Hensley, Taglia, Clampit. Motion carried.

APPROVED Raymond E. Hensley
Raymond E. Hensley, President

ATTEST Troy Clampt
Troy Clampt, Clerk

Prepared by: Ray Hoving, Business Administrator