

**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 FEBRUARY 20, 2023.**

The Regular Meeting was called to order by Trustee Taglia at 6:00 p.m.: Present: Trustees, Robert Taglia- Vice President and Trustee Robert Wagner. Absent Trustee Mary Agrusa - Clerk. Also, present: Manager Jim Listwan, Business Administrator Ray Hoving, Engineers Mark Halm and Darryl Carstensen and Attorney Robert Kay.

Election of Officers:

President: Trustee Wagner made motion to nominate Robert Taglia President of the Board of Trustees for the remainder of FY 2022-2023, Seconded by Trustee Taglia. Ayes: Taglia and Wagner. Motion Carried.

Vice President: Trustee Wagner made motion to nominate Mary Agrusa Vice President of the Board of Trustees for the remainder of FY 2022-2023, Seconded by Trustee Taglia. Ayes: Taglia and Wagner. Motion Carried.

Clerk: Trustee Taglia made motion to nominate Robert Wagner Clerk of the Board of Trustees for the remainder of FY 2022-2023, Seconded by Trustee Wagner. Ayes: Taglia and Wagner. Motion Carried.

Roll Call of 2022-2023 Officers: Robert Taglia, President, Robert Wagner, Clerk.

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

Minutes Approved: Trustee Taglia moved, seconded by Trustee Wagner to approve the minutes of the Regular Meeting of January 16, 2023. Ayes: Taglia and Wagner. Motion carried.

Public Participation: Business Administrator Hoving read an email requesting that the late fees assessed to Param Apartments be waived due to an issue with postal delivery. Mr. Hoving stated that the late fees amounted to \$2,495.76. Discussion ensued as to how all of the mail could have been lost. Mr. Hoving stated that owners that have multiple accounts receive one envelope containing all of the bills. Trustee Taglia and Wagner agreed that staff should strongly encourage the use of electronic delivery of bills through Payment Service Network. Trustee Wagner moved; seconded by Trustee Taglia to waive the late fees on multiple accounts known as Param Apartments. Ayes: Taglia and Wagner. Motion carried.

Bill Listing: Review and discussion ensued. Trustee Wagner moved, seconded by Trustee Taglia to approve the bill listing dated February 20, 2023 in the amount of \$127,771.60 and to pay when funds are available prior to their due date. Ayes: Taglia and Wagner. Motion carried.

Water Shut Off List: Business Administrator Hoving presented a list of delinquent accounts dated February 20, 2023. The list represented a total amount due to the district of \$6,967.33 Trustee Wagner moved, seconded by Trustee Taglia to approve the water shut off list dated February 20, 2023 as presented. Ayes: Taglia and Wagner. Motion carried.

Reconciliation Report – January 2023: Business Administrator Hoving presented the January Reconciliation report for review and discussion. Trustee Wagner moved, seconded by Trustee Taglia to approve the Reconciliation report for January 2023 as presented. Ayes: Taglia and Wagner. Motion carried.

5/3 Bank Authorized Signers R 2023-01: Business Administrator Hoving presented resolution R2023-01. This resolution updates the list of authorized signers for 5/3 Bank. The resolution is necessary to

add new trustee Robert Wagner as authorized signer. Trustee Wagner moved, seconded by Trustee Taglia to approve resolution R2023-01. Ayes: Taglia and Wagner. Motion carried.

16 W Kenilworth: Business Administrator Hoving informed the board of an issue with the water meter reads for the resident at 16 W Kenilworth Ave in Villa Park. Mr. Hoving stated that the residents were asked to attend in person however they refused so that what he was presenting was based on information provided by the Village of Villa Park Public Works. Mr. Hoving stated that the meter at the resident's home was reading at 181% of normal since it was installed in 2003. According to the calculation by the village this amounted to 1,035,547 gallons being overbilled. Mr. Hoving presented three options for the board to consider to refund the resident. The first option was to refund the resident at actual cost of the number of gallons overbilled. Option two was to refund the with 3% compounding interest. Option three was to refund using today's user rate of \$6.40 per 1000 gallons. Discussion ensued. It was agreed that the district should refund the resident adding 3% compounding interest. It was also agreed that the district would refund the money after the resident signed a waiver stating that no further claims would be made against the district since it does not have control over the water meters used or how they are installed/maintained. Trustee Wagner made a motion to refund the resident of 16 W Kenilworth Ave. \$5,415.37. The motion was seconded by Trustee Taglia. Ayes: Taglia and Wagner. Motion carried.

FY 2023-2024 Board Meeting Dates: Business Administrator Hoving prepared a list of meeting dates for the next fiscal year. Mr. Hoving submitted two lists stating that it had been a number of years since the meeting date and time was last established and that with Trustee Wagner newly appointed to the board it was a good time to revisit. The first list was to continue holding meetings on the third Monday of each month. The second list was for meeting dates that would be held on the third Thursday of each month. Discussion ensued about the merits of leaving the date on the third Monday vs moving the date to the third Thursday. Trustee Taglia and Wagner stated that the item can be revisited when the full board was present in March.

Attorney's Report: Attorney Robert Kay presented his billing rates for calendar year 2023. Mr. Kay's billable rate has increased from \$250/hour in 2022 to \$275/hour in 2023. This is the rate that he charges for municipal clients and non-profits which is much less than his regular rate of \$400/hour. He further stated that the retainer fee will remain at \$400 per month where it has been since 1996. Trustee Wagner made a motion to approve the hourly fee increase charged by Attorney Robert Kay; seconded by Trustee Taglia. Ayes: Taglia and Wagner. Motion carried.

Loan Application Phase 6: Engineers Darryl Carstensen and Mark Halm of Fehr Graham presented the Phase 6 Loan Application to be submitted to the Illinois Environmental Protection Agency (IEPA). Discussion ensued. Trustee Wagner made a motion to approve the loan application and directed to have Fehr Graham submit the document; seconded by Trustee Taglia. Ayes: Taglia and Wagner. Motion carried.

Ordinance #560: A proposed ordinance was presented which if approved would authorize the district to borrow funds from the Water Pollution Control Loan Program Fund. It was clarified that the ordinance does not obligate the district to use the funds at this time. Trustee Wagner made a motion to approve Ordinance #560 – An ordinance Authorizing the Salt Creek Sanitary District of DuPage County Illinois to Borrow Funds from The Water Pollution Control Loan Program Fund; seconded by Trustee Taglia. Ayes: Taglia and Wagner. Motion carried.

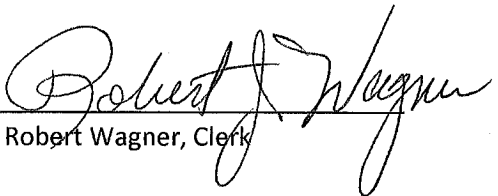
IEPA Authorized Signer: As part of the loan application and agreement an authorized signer needs to be designated to sign documents related to loan. In the past it has been the manager that was designated since the board meets only once per month and certain documents are time sensitive. Trustee Wagner made a motion to authorize District Manager Jim Listwan to sign IEPA documents; seconded by Trustee Taglia. Taglia and Wagner. Motion carried

Manager's Report-January 2023: Manager Listwan presented his report for the month of January 2023. Trustee Wagner moved, seconded by Trustee Taglia to approve the Manager's Report for January 2023 and place it on file. Ayes: Taglia and Wagner. Motion carried.

Meeting Adjourned

Trustee Wagner moved, seconded by Trustee Taglia to adjourn the meeting at 7:21 p.m. Ayes: Taglia and Wagner. Motion carried.

APPROVED 
Robert Taglia, President

ATTEST 
Robert Wagner, Clerk

Prepared by: Ray Hoving, Business Administrator