

**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 MAY 19, 2025.**

**The Regular Meeting was called to order by Trustee Wagner at 6:07 p.m.:** Present: Trustees, Robert Wagner, Ann Marie Testa, and William Sullivan. Also, present: General Manager Ray Hoving, Superintendent Steve Moore, Engineer Darryl Carstensen and Attorney John Wise.

**Election of Officers:**

President: Trustee Testa made motion to nominate Robert Wagner President of the Board of Trustees for FY 2025-2026, Seconded by Trustee Sullivan. Ayes: Wagner, Testa and Sullivan. Motion Carried

Vice President: Trustee Sullivan made motion to nominate Ann Marie Testa Vice President of the Board of Trustees for FY 2025-2026, Seconded by Trustee Wagner. Ayes: Wagner, Testa and Sullivan. Motion Carried

Clerk: Trustee Testa made motion to nominate William Sullivan Clerk of the Board of Trustees for FY 2025-2026, Seconded by Trustee Wagner. Ayes: Wagner, Testa and Sullivan. Motion Carried.

**District Appointments:**

District Engineer: Trustee Testa made a motion to appoint Darryl Carstensen of Fehr Graham as the Salt Creek Sanitary District Engineer for FY 2025-2026, Seconded by Trustee Sullivan. Ayes: Wagner, Testa and Sullivan. Motion Carried

District Attorney: Trustee Testa made a motion to appoint John Wise of Montana Welch as the Salt Creek Sanitary District attorney for FY 2025-2026, seconded by Trustee Sullivan. Ayes: Sullivan, Testa & Wagner. Motion Carried.

Assistant Clerk: Trustee Testa made a motion to appoint Ray Hoving as the Salt Creek Sanitary District Assistant Clerk for FY 2025-2026, Seconded by Trustee Sullivan. Ayes: Wagner, Testa and Sullivan. Motion Carried

FOIA Officers: Trustee Testa made a motion to appoint Ray Hoving and Teresa Buscemi as the Salt Creek Sanitary District Freedom of Information Act officers for FY 2025-2026, Seconded by Trustee Sullivan. Ayes: Wagner, Testa and Sullivan. Motion Carried

**Roll Call of 2025-2026 Officers:** Present: Robert Wagner - President, Ann Marie Testa - Vice-President and William Sullivan - Clerk

**Minutes Approved:** Trustee Testa made a motion, seconded by Trustee Sullivan to approve the minutes of the Regular Meeting of April 21, 2025. Ayes: Wagner, Testa and Sullivan. Motion Carried

**Bill Listing:** Review and discussion ensued. Trustee Testa made a motion, seconded by Sullivan to approve the bill listing dated May 19, 2025 in the amount of \$520,082.82 and to pay when funds are available prior to their due date. Ayes: Wagner, Testa and Sullivan. Motion Carried

**Phase 6 Loan Disbursement #10:** Mr. Hoving presented Loan Disbursement #10 for the Phase 6 UV and Belt filter Press project in the amount of \$537,146.32. This disbursement includes work completed during the month of April. Trustee Testa made a motion to approve Loan Disbursement #10 in the amount of \$537,146.32; seconded by Trustee Sullivan. Ayes: Sullivan, Testa and Wagner. Motion carried.

**Water Shut Off List:** Manager Hoving presented a list of delinquent accounts dated May 19, 2025. The list represented a total amount due to the district of \$9,478.27. Trustee Testa made a motion, seconded by

Trustee Sullivan to approve the water shut off list dated May 19, 2025 as presented. Ayes: Wagner, Testa and Sullivan. Motion Carried

**Reconciliation Report – April 2025:** Mr. Hoving presented the April Reconciliation report for review and discussion. Trustee Testa made a motion, seconded by Trustee Sullivan to approve the Reconciliation report for April 2025 as presented. Ayes: Wagner, Testa and Sullivan. Motion Carried

**Equipment Purchase:** General Manager Hoving requested authorization to purchase a Kubota RTV and Kubota 4640 wheel loader. The equipment was budgeted for in the 2025/2026 improvement fund. The equipment will be purchased through Sourcewell, which is a purchasing coop. The total amount of the equipment is \$113,804.47. Trustee Testa made a motion; seconded by Trustee Sullivan to authorize the purchase of the Kubota RTV and Kubota wheel loader through Sourcewell in the amount of \$113,804.47. Ayes: Wagner, Testa and Sullivan. Motion Carried.

**Business Office Server Upgrade:** Mr. Hoving requested authorization to purchase a new server for the business office. He stated that the current server is over 12 years old and is no longer supported by the manufacturer and the software company (Microsoft). The cost of the new server is \$22,955.33 and an additional \$15,312 to have the server installed and set up. Trustee Testa made a motion; seconded by Trustee Sullivan to approve the purchase of the new server in the total amount of \$38,267.33. Ayes: Sullivan, Testa & Wagner. Motion carried.

**Pollution Insurance:** Manager Hoving presented the renewal for Pollution Insurance for the period of May 2025 through April 30, 2026. The total premium paid by the district for the one-year period is \$17,145.00. Trustee Testa made a motion; seconded by Trustee Sullivan to approve the pollution insurance renewal for the period of May 1, 2025 to April 30, 2026, in the amount of \$17,145.00. Ayes: Sullivan, Testa & Wagner. Motion carried.

**Dental Insurance:** Manager Hoving presented the renewal for Dental Insurance for the period of July 1, 2025 through June 30, 2027. Delta Dental has proposed a premium increase of 2.74% per month which amounts to an additional \$210 per year. Trustee Testa made a motion; seconded by Trustee Sullivan to approve the Dental insurance renewal for the period of July 1, 2025 to June 30, 2027. Ayes: Sullivan, Testa & Wagner. Motion carried.

**Vision Insurance:** Manager Hoving presented the renewal for Vision Insurance for the period of July 1, 2025 to June 30, 2027. VSP has once again held rates steady. The yearly cost to the district is \$1,290.72. Trustee Testa made a motion; seconded by Trustee Sullivan to approve the Vision insurance renewal for the period of July 1, 2025 to June 30, 2027. Ayes: Sullivan, Testa & Wagner. Motion carried.

**Life Insurance:** Manager Hoving presented the renewal for Life Insurance for the period of July 1, 2025 to June 30, 2026. Metlife did not increase rates for the upcoming policy period. The total premium paid by the district for the one-year period is \$3,901.80. Trustee Testa made a motion; seconded by Trustee Sullivan to approve the Life insurance renewal for the period of July 1, 2025 to June 30, 2026. Ayes: Sullivan, Testa & Wagner. Motion carried.

**ACH Fraud:** General Manager Hoving informed the Board of Trustees of a breach which resulted in ACH Fraud in which monies meant for engineering services provided by Fehr Graham were directed to a fraudulent account in the amount of \$163,752.37. Mr. Hoving gave a detailed report explaining how the fraud occurred and the steps taken to retrieve the funds as well as steps being taken to prevent future incidents from occurring.

**Janitorial Contract:** Mr. Hoving reported that staff have been unhappy with the current janitorial service vendor (JaniKing) and the substandard work being performed. He reported that in the past couple of months Superintendent Steve Moore had requested proposals from new vendors and upon careful consideration a new vendor was chosen. The district informed the current vendor that their services would no longer be needed. The vendor stated that there is a contract in place that expires on November 30 of this year. Mr. Moore requested a copy of the contract as there are no copies in the business office or the superintendents office. The vendor produced a contract that was signed in 2009 by former manager Fred Dale. Mr. Hoving asked the board and attorney John Wise what steps should be taken. He presented options including buying out the remaining contract. Discussion ensued. Staff was directed to ask the new vendor if they would be willing to wait on the commencement of the contract until December when the contract with the old vendor expired.

**Engineers Report:** Engineer Darryl Carstensen updated the board on the various projects at the District including the Phase 6 construction project and Phase 7 design.

Phase 6 Resident Engineering Contract Amendment: Mr. Carstensen presented an amendment to the engineering for phase 6 resident engineering services. The amendment is for an additional \$14,500.00. Trustee Testa made a motion; seconded by Trustee Sullivan to approve the contract amendment with Fehr Graham in the amount of \$14,500. Ayes: Sullivan, Testa & Wagner. Motion carried.

**Superintendents Report-April 2025:** Superintendent Moore presented his report for the month of April. Trustee Testa made a motion, seconded by Trustee Sullivan to approve the Manager's Report for April 2025 and place it on file. Ayes: Wagner, Testa and Sullivan. Motion Carried.

**Trustee Reports:**

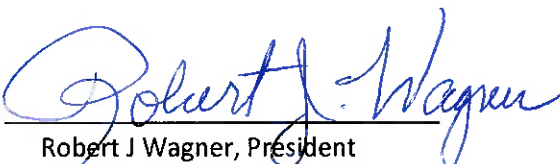
Trustee Testa had no report

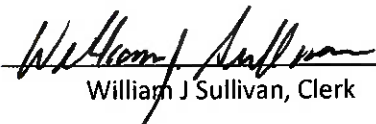
Trustee Sullivan had no report

Trustee Wagner reported that he spoke with Dennis Streicher regarding the nutrient implementation plan. He also spoke with Villa Park Public Works Director Guerra about the villages wastewater study.

**Meeting Adjourned**

Trustee Testa made a motion; seconded by Trustee Sullivan to adjourn the meeting at 7:57 p.m. Ayes: Wagner, Testa and Sullivan. Motion Carried

APPROVED   
Robert J Wagner, President

ATTEST   
William J Sullivan, Clerk

Prepared by: Ray Hoving – General Manager