

MINUTES OF THE REGULAR MEETING OF
THE BOARD OF TRUSTEES
OF THE THORN CREEK BASIN SANITARY DISTRICT
HELD JUNE 21, 2016 AT 1:30 P.M.

CALL TO ORDER

The meeting was opened with the Pledge of Allegiance.

The following trustees were present at the regular meeting of the Board of Trustees of the Thorn Creek Basin Sanitary District, held June 21, 2016:

Bernadette M. Morrison, President and Treasurer

Francisco Perez, Vice President

Raymond C. Robertson, Clerk

Also present were: Eric T. Stach, Attorney; and staff members: Jennifer Hindel, Executive Director; Lucas Streicher, Director of Operations; John McDonnell, District Engineer; Jeremy Stubbs, Norma Cash, Finance Director; and Julianne Navarro, Human Resource Coordinator.

GUESTS: Dan Small, Strand Associates

MINUTES

Trustee Perez made a motion, seconded by Trustee Robertson, approving the minutes of the public hearing, regular meeting and executive session held on May 17, 2016 as presented. Motion unanimously carried.

PUBLIC COMMENT PERIOD

President Morrison asked for public comments. Individuals will be given the opportunity to address the Board of Trustees on matters related to the agenda. Each individual must state his or her name and will be limited to five minutes.

No comments were made.

DISBURSEMENTS

Trustee Robertson made a motion, seconded by Trustee Perez, that the accounts be allowed and warrants drawn on the Treasurer for payment of the same. Check Nos. 53133 through 53217 and C10057 through C10058 in the amount of \$381,542.62 for the Corporate Fund expenses, in the amount of \$74,064.31 for the Capital Improvement Fund expenses, \$0.00 for the Facility Expansion Fund expenses, \$0.00 for the Retention Facility Fund expenses, and \$0.00 for the Holbrook Sewer Fund expenses, \$0.00 for the Sanitary Sewer Rehabilitation Fund, \$0.00 for the Treatment Plan Upgrade Fund and \$982.50 for the Sewer Reconstruction Project Fund expenses. Motion unanimously carried.

FINANCIAL REPORT

Trustee Robertson made a motion, seconded by Trustee Perez, that the Financial Report be accepted as of June 21, 2016, and approved the recommendation for transfer of funds as of June 21, 2016. Motion unanimously carried.

REPORTS OF OFFICERS

Legal Report

Attorney Eric Stach reported:

- The legal report regarding pending, threatened or imminent litigation matters, will be discussed in executive session at the end of the regular meeting.

Executive Director's Report

Executive Director Jennifer Hindel reported:

- The NPDES permits remain under review. The District has extended an invitation to USEPA to further discuss the draft permits.
- IAWA will coordinate a meeting with USEPA Region 5 to discuss wet weather permit issues.

Operations Report

Director of Operations Lucas Streicher reported:

- The District has met all permit limits for the last and current month for both the main plant and Homewood with no excess days, bypasses or Homewood discharges.
- The District safety inspection continues with no negative report.

Engineer's Report

District Engineer John McDonnell reported:

- Two commercial/industrial connection permits and one extension permit were issued totaling \$9,563.50 for the month.

Finance Director's Report

Finance Director Cash reported:

- See below.

PURCHASE OF SERVICES AND EQUIPMENT NOT REQUIRED TO BE BID

Purchase of a New Commercial Mower

Director of Operations Streicher presented the following quotes for purchase of a Kubota 72” mower.

<u>Name</u>	<u>Amount</u>
Burriss Equipment	\$ 13,363.00
Don Bales Incorporated	\$ 13,435.00
Martin Implement	\$ 14,125.00

Trustee Robertson made a motion, seconded by Trustee Perez, accepting the quote for a Kubota 72” mower, from Burriss Equipment, the lowest responsible quote, in the amount of \$13,363.00. Motion unanimously carried.

REQUEST FOR AUTHORIZATION TO ADVERTISE FOR BIDS

None.

EMERGENCY PURCHASES

None.

UNFINISHED BUSINESS

ONGOING PROJECTS:

Digester No. 1 Cover Replacement Project

Application for Payment No. 3 – J. J. Henderson & Sons, Inc.

District Engineer McDonnell presented Application for Payment No. 3 from J.J. Henderson & Sons, Inc., in the amount of \$18,341.71 for the replacement of the cover on Digester No. 1.

Original Contract Sum:	\$ 953,000.00
Work Completed to Date:	\$ 368,827.48
Less Retainage:	\$ 36,882.75
Previous Payments:	\$ 313,603.02
Total Amount Due:	\$ 18,341.71

Trustee Robertson made a motion, seconded by Trustee Perez, to approve Application for Payment No. 3 from J.J. Henderson & Sons, Inc., in the amount of \$18,341.71, for work relating to the Digester No. 1 Cover Replacement Project. Motion unanimously carried.

Digester No. 1 Cover Replacement Project

Change Order Request No. 1 – J.J. Henderson & Sons, Inc.

District Engineer McDonnell presented Change Order Request No. 1, from J.J. Henderson & Sons, Inc., in the amount of \$56,712.00, for provision of concrete corbel extensions.

Original Contract Sum:	\$ 953,000.00
Total Change Orders To Date:	\$ 0.00
Amount of Current Change Order:	\$ 56,712.00
Updated Contract Sum:	\$1,009,712.00

Trustee Perez made a motion, seconded by Trustee Robertson, approving Change Order Request No. 1 from J.J. Henderson & Sons, Inc., in the amount of \$56,712.00, for provision of concrete corbel extensions. Motion unanimously carried.

NEW BUSINESS

Ordinance to Comply to the Prevailing Rate of Wages in the State of Illinois

Executive Director Hindel presented an Ordinance to comply with the Prevailing Rate of Wages as defined by the Illinois Department of Labor for laborers, mechanics and other workers in the District employed in performing construction of public works. (See attached)

Trustee Perez made a motion, seconded by Trustee Robertson, that the Ordinance to comply to the Prevailing Rate of Wages for Cook and Will Counties, Illinois, as defined by the Illinois Department of Labor, be accepted and approved in words and figures. On roll call voted, all Trustees present voted “Aye”. The motion carried and the ordinance was approved and adopted.

Resolution – Amending Authorization Signatures for Bank Depositories

Finance Director Cash presented a resolution to amend the signatures on deposits of District Funds with US Bank.

Trustee Perez made a motion, seconded by Trustee Robertson, approving the resolution amending the signatures on deposits of District funds with U.S. Bank. On roll call vote, all Trustees present voted “Aye”. The motion carried and the ordinance was approved and adopted.

EXECUTIVE SESSION

Executive Director Hindel requested an executive session to discuss pending, threatened or imminent litigation matters and personnel matters.

Trustee Perez made a motion, seconded by Trustee Robertson, to enter into an executive session at this time to discuss pending, threatened or imminent litigation matters and personnel matters. On roll call vote, all Trustees present voted "Aye." The motion carried.

Trustee Perez made a motion, seconded by Trustee Robertson, to adjourn the executive session and to reconvene the regular meeting at 2:55 p.m.

Meeting reconvened at 2:55 p.m.

ADJOURNMENT

There being no further business, motion made by Trustee Perez, seconded by Trustee Robertson, that the meeting be adjourned. Meeting adjourned at 2:57 p. m.

Minutes approved by the Board of Trustees on July 19, 2016.