
**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF TRUSTEES
OF THE THORN CREEK BASIN SANITARY DISTRICT
HELD JUNE 20, 2017 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 20, 2017:

Bernadette M. Morrison, President and Treasurer
Francisco Perez, Vice President
Raymond C. Robertson, Clerk

Absent: Eric T. Stach, Attorney

Also present were: staff members: Jennifer Hindel, Executive Director; Lucas Streicher, Director of Operations; Jeremy Stubbs, Technical Services Director; Norma Cash, Finance Director; and Julianne Navarro, Human Resource Coordinator.

GUESTS: None.

MINUTES

Trustee Robertson made a motion, seconded by Trustee Morrison approving the minutes of the regular meeting, and the executive session held on May 16, 2017, 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.

SUSPENSION OF THE RULES OF ORDER

As there was no objection, the Chair proposed at this time to take up the following item of business.

Resolution of Appreciation – Brian Barankiewicz

President Morrison presented a Resolution of Appreciation of the Board of Trustees and Officers to Brian Barankiewicz, for over 32 years of faithful and beneficial service, as an employee of the Thorn Creek Basin Sanitary District.

Trustee Robertson made a motion, seconded by Trustee Morrison, that the Resolution of Appreciation to Brian Barankiewicz, for over 32 years of faithful and beneficial service, to the Thorn Creek Basin Sanitary District, be approved and adopted. On roll call vote, all Trustees present voted “Aye.” The motion carried and the resolution was approved and adopted.

RETURN TO THE REGULAR ORDER OF BUSINESS

DISBURSEMENTS

Trustee Robertson made a motion, seconded by Trustee Morrison, that the accounts be allowed and warrants drawn on the Treasurer for payment of the same. Checks issued were Check Nos. 54189 through 54262 and C10082 through C10085 in the amount of \$442,824.78 for the Corporate Fund expenses, in the amount of \$7,830.00 for the Capital Improvement Fund expenses, \$0.00 for the Facility Expansion Fund expenses, \$0.00 for the Retention Facility Fund expenses, \$0.00 for the Holbrook Sewer Fund expenses, and \$0.00 for the Sanitary Sewer Rehabilitation Fund expenses, \$0.00 for the Treatment Plant Upgrade Fund expenses and \$0.00 for the Sewer Reconstruction Project Fund expenses. Motion unanimously carried.

FINANCIAL REPORT

Trustee Robertson made a motion, seconded by Trustee Perez, approving the transfer of funds to the MAMM account, in the amount of \$350,000 upon need, as of June 20, 2017. Motion unanimously carried.

Trustee Robertson made a motion, seconded by Trustee Perez, that the Financial Report be accepted as of April 30, 2017. Motion unanimously carried.

REPORTS OF OFFICERS

Legal Report

Attorney Eric Stach reported:

- No report.

Executive Director's Report

Executive Director Jennifer Hindel reported:

- Executive Director Hindel has invited Greeley & Hansen to present and discuss their recommendations on the Bar Screen Study.
- Executive Director Hindel reported a slight decrease of the Worker's Compensation modifier for the District.
- See below.

Operations Report

Director of Operations Lucas Streicher reported:

- Overall the plant is functioning very well and there are no concerns at this time.

Engineering Report

Technical Services Director Jeremy Stubbs reported:

- One residential and no commercial connection permits were issued totaling \$1,090.25 for the month. No annexations were issued this month.

Finance Director's Report

Finance Director Norma Cash reported:

- The auditors from Baker Tilly Virchow Krause, LLP have started their fiscal year end audit.

PURCHASE OF SERVICES AND EQUIPMENT NOT REQUIRED TO BE BID

None.

REQUEST FOR AUTHORIZATION TO ADVERTISE FOR BIDS

None.

EMERGENCY PURCHASES

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Ordinance Establishing Prevailing Rate of Wages in the State of Illinois

Executive Director Hindel presented an Ordinance Establishing the Prevailing Rate of Wages for construction of public works projects under the jurisdiction of the Thorn Creek Basin Sanitary District in Cook and Will Counties, Illinois.

Trustee Robertson made a motion, seconded by Trustee Perez, that the Ordinance Establishing the Prevailing Rate of Wages for construction of public works projects under the jurisdiction of the Thorn Creek Basin Sanitary District in Cook and Will Counties, Illinois, be accepted and approved in words and figures. On roll call vote, all Trustees present voted "Aye." The motion carried and the ordinance was approved and adopted.

Ordinance Providing for the Reimbursement of Travel, Meal and Lodging Expenses

Executive Director Hindel presented an Ordinance Providing for the Reimbursement of Travel, Meal and Lodging Expenses pursuant to Public Act 99-0604, as referenced in the (Ordinance 513).

Trustee Robertson made a motion, seconded by Trustee Perez, that the Ordinance Providing for the Reimbursement of Travel, Meal and Lodging Expenses of officers and employees incurred in the course of official District business and under the jurisdiction of the Thorn Creek Basin Sanitary District in Cook and Will Counties, Illinois, be accepted and approved in words and figures. On roll call vote, all Trustees present voted "Aye." The motion carried and the ordinance was approved and adopted.

Amendment to Personnel Policy

Executive Director Hindel presented the amendments to Section 952 Business Travel Expenses, in the Personnel Policy.

Trustee Perez made a motion, seconded by Trustee Robertson, approving the amendments to Section 952, Business Travel Expenses, in the Personnel Policy. Motion unanimously carried.

EXECUTIVE SESSION

Executive Director Hindel requested an executive session to discuss pending, threatened or imminent litigation matters, personnel matters, matters regarding possible acquisition of property, and collective bargaining matters.

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

Trustee Robertson made a motion, seconded by Trustee Perez, to adjourn the executive session and to reconvene the regular meeting at 2:42 p.m.

Meeting reconvened at 2:42 p.m.

ADJOURNMENT

Trustee Robertson made a motion, seconded by Trustee Perez, that the meeting be adjourned. Meeting adjourned at 2:44 p.m.

Minutes approved by the Board of Trustees on July 18, 2017.