
**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE THORN CREEK BASIN SANITARY DISTRICT
HELD JANUARY 15, 2020 AT 1:00 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 January 15, 2020:

Francisco Perez, President
Frank V. Alston, Sr., Clerk

Also present were: Eric T. Stach, Attorney; and staff members: Jennifer Hindel, Executive Director; Lucas Streicher, Director of Operations; Jeremy Stubbs, Technical Services Director; and Norma Cash, Finance Director.

Absent: Raymond C. Robertson, Vice President/Treasurer

GUESTS: None.

MINUTES

Trustee Alston, Sr. made a motion, seconded by Trustee Perez, approving the minutes of the regular meeting and executive session held on December 18, 2019, as presented. Motion unanimously carried.

PUBLIC COMMENT PERIOD

Trustee Perez 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 Alston, Sr. made a motion, seconded by Trustee Perez, that the accounts be allowed and warrants drawn on the Treasurer for payment of the same. Checks issued were Check Nos. 57062 through 57135 and C10233 through C10234 in the amount of \$332,114.56 for the Corporate Fund expenses, in the amount of \$49,775.74 for the Capital Improvement Fund expenses, \$0.00 for the Facility Expansion Fund expenses, \$0.00 for the Holbrook Sewer Fund expenses, and \$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 Alston, Sr. made a motion, seconded by Trustee Perez, approving the transfer of funds to the NOW account, in the amount of \$300,000 upon need, as of January 15, 2020. Motion unanimously carried.

Trustee Alston, Sr. made a motion, seconded by Trustee Perez, that the Financial Report be accepted as of December 31, 2019. Motion unanimously carried.

REPORTS OF OFFICERS

Legal Report

Attorney Eric T. Stach reported:

- The legal report regarding pending, threatened or imminent litigation matters will be discussed in executive session.

Executive Director's Report

Executive Director Hindel reported:

- The District's draft NPDES permit renewals remain under review. District and Illinois EPA staff have interfaced a number of times regarding the draft permits. Remaining at issue is a new, proposed water quality monitoring location inside the main treatment plant. The District's special attorney is assisting staff in addressing related concerns to Illinois EPA.

Operations Report

Director of Operations Lucas Streicher reported:

- Two excess days occurred Saturday January 11th and Sunday the 12th. These events occurred after 2-3" of rainfall the night of the 10th with additional rain/snowfall on the 11th. We treated an additional 115MG and stored 16MG in the WWRF. We also had a large discharge at HEF of 9.8 MG on the 11th. Both the main plant and HEF performed well and have passed all permit limits.
- Overall the plant is functioning very well and there are no major concerns on the horizon.

Engineering Report

Technical Services Director Jeremy Stubbs reported:

- One commercial connection permit was issued for a total of \$1,969.00. No extension permits or annexations were issued this month.
- See below.

Finance Director's Report

Finance Director Norma Cash reported:

- Tax Revenues are received eight times per fiscal year. We have received four payment to date, a total of \$145,282 of a budgeted \$221,000.
- Revenue for flow-based Charges for services is -\$68,020 or 2.0 % under budget. We have collected \$53,889 more than this time last year.

- Other Charges (which include suspended solids, TBODs, SO4s, septic haulers, and restaurant surcharges) are 6.6% under budget.
- Net Income from all sources is 2.7% under budget.
- The total District reserve is \$868,669 as compared to last month's reserve of \$748,262. Combined budgeted reserve is -\$550,800.

PURCHASE OF SERVICES AND EQUIPMENT NOT REQUIRED TO BE BID

None.

REQUEST FOR AUTHORIZATION TO ADVERTISE FOR BIDS

Authorization to Advertise for Bids—2020 Concrete Structural Rehabilitation Project

Request by Technical Services Director Stubbs for authorization to advertise for bids for the 2020 Concrete Structural Rehabilitation Project.

Motion made by Trustee Alston, Sr., second by Trustee Perez, to authorize the advertisement for bids for the 2020 Concrete Structural Rehabilitation Project.

Authorization to Advertise for Bids—2020 CIPP Project

Request by Technical Services Director Stubbs for authorization to advertise for bids for the 2020 CIPP Sewer Lining Project.

Motion made by Trustee Alston, Sr., second by Trustee Perez, to authorize the advertisement for bids for the 2020 CIPP Sewer Lining Project.

EMERGENCY PURCHASES

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

EXECUTIVE SESSION

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

Trustee Alston Sr. 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, collective bargaining matters. On roll call, all Trustees present voted "Aye". The motion carried.

Trustee Alston, Sr. made a motion, seconded by Trustee Perez, to adjourn the executive session and to reconvene the regular meeting at 1:40 p.m. Motion unanimously carried.

Meeting reconvened at 1:40 p.m.

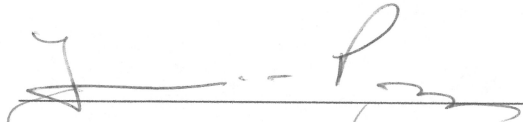
ADJOURNMENT

Trustee Alston, Sr. made a motion, seconded by Trustee Perez, that the meeting be adjourned. Motion unanimously carried. Meeting adjourned at 1:42 p.m.

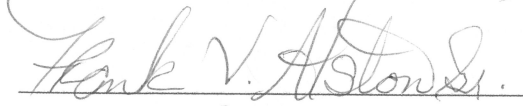


CLERK

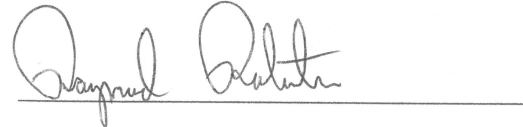
APPROVED:



PRESIDENT



TRUSTEE



TRUSTEE