
**MINUTES OF THE REGULAR MEETING/PUBLIC HEARING
OF THE BOARD OF TRUSTEES
OF THE THORN CREEK BASIN SANITARY DISTRICT
HELD MAY 20, 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 May 20, 2020:

Francisco Perez, President
Raymond C. Robertson, Vice President/Treasurer
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.

GUESTS: None.

ELECTION OF OFFICERS

The President, acting as Chairman, called for the nomination and election of officers for the new fiscal year.

The Board of Trustees shall elect one of their number as President, one of their number as Vice President, and from within or outside their membership, a Treasurer, a Clerk and an Assistant Clerk.

Trustee Robertson made a motion, seconded by Trustee Alston Sr., that Attorney Stach be named Chair for the purpose of nomination and election of officers.

Trustee Robertson nominated and Trustee Alston Sr. seconded Francisco Perez for the office of President. Trustee Perez nominated and Trustee Alston Sr. seconded Raymond C. Robertson for the office of Vice President. Trustee Perez nominated and Trustee Alston, Sr. seconded Raymond C. Robertson for the office of Treasurer. Trustee Perez nominated and Trustee Robertson seconded Frank V. Alston, Sr. for the office of Clerk and Jennifer Hindel for the office of Assistant Clerk. As there were no further nominations, the Chair declared the nominations closed.

SLATE OF OFFICERS

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|----------------------|-----------------|
| FRANCISCO PEREZ | PRESIDENT |
| RAYMOND C. ROBERTSON | VICE PRESIDENT |
| RAYMOND C. ROBERTSON | TREASURER |
| FRANK V. ALSTON, SR. | CLERK |
| JENNIFER HINDEL | ASSISTANT CLERK |

Trustee Robertson made a motion, seconded by Trustee Alston, Sr., accepting the slate of officers and that the nominated slate be the elected slate of officers. On roll call vote, all Trustees presented voted "Aye." The Chair declared the motion carried.

PRESENTATION OF APPOINTMENT-ATTORNEY AND EXECUTIVE DIRECTOR

Trustee Robertson made a motion, seconded by Trustee Alston, that Eric T. Stach be retained as Attorney for the Thorn Creek Basin Sanitary District on a fee basis, and that Jennifer Hindel be retained as Executive Director, and that both appointments shall be subject to the pleasure of the Board of Trustees. Motion unanimously carried.

MINUTES

Trustee Alston, Sr. made a motion, seconded by Trustee Robertson, approving the minutes of the regular meeting and executive session held on April 15, 2020, 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.

ADJOURNMENT OF THE REGULAR MEETING

Trustee Alston, Sr. made a motion, seconded by Trustee Robertson, that the meeting be adjourned until the completion of the public hearing, scheduled for 1:00 p.m. Motion unanimously carried.

OPENING OF THE PUBLIC HEARING

CALL TO ORDER

Publication of Notice of Public Hearing

Report by Executive Director Hindel, that upon the direction of the Board of Trustees, publication of the “Notice of Public Hearing” for the Budget and Appropriation Ordinance, and amendments to Ordinance Establishing Fees and Charges for the Thorn Creek Basin Sanitary District, was made in the Daily Southtown newspaper on April 29, 2020, and that a copy of the Budget and Appropriation Ordinance for the fiscal year May 1, 2020 to April 30, 2021 was available for public inspection on May 1, 2020, in the Administration Office of the Thorn Creek Basin Sanitary District.

Budget and Appropriation Ordinance - Fiscal Year 2020-2021

Executive Director Hindel presented the proposed Budget and Appropriation Ordinance for the fiscal year beginning May 1, 2020 and ending April 30, 2021.

Ordinance Establishing Fees and Charges

Executive Director Hindel presented the proposed Ordinance amending the Establishing Fees and Charges for the Thorn Creek Basin Sanitary District.

REMARKS FROM THE AUDIENCE

No attendees.

REMARKS FROM THE DISTRICT BOARD

No comments were made.

ADJOURNMENT OF THE PUBLIC HEARING

Trustee Robertson made a motion, seconded by Trustee Alston Sr., that the public hearing on the proposed Budget and Appropriation Ordinance, and amendments to the Ordinance Establishing Fees and Charges for the for the Thorn Creek Basin Sanitary District for the fiscal year beginning May 1, 2020 and ending April 30, 2021, be adjourned and the regular meeting be reconvened at 1:23 p.m. Motion unanimously carried.

CALL TO ORDER OF THE ADJOURNED MEETING

Budget and Appropriation Ordinance – May 1, 2020 - April 30, 2021

Trustee Robertson made a motion, seconded by Trustee Alston, Sr., that the Budget and Appropriation Ordinance for the fiscal year May 1, 2020 to April 30, 2021, be approved and adopted in words and figures, and the Executive Director is hereby directed to have the Budget and Appropriation Ordinance published in the Daily Southtown newspaper. On roll call, all Trustees present voted “Aye.” The motion carried and the ordinance was approved and adopted.

Ordinance Establishing Fees and Charges

Trustee Alston, Sr., made a motion, seconded by Trustee Robertson, that the amended Ordinance Establishing Fees and Charges for the Thorn Creek Basin Sanitary District, be approved and passed in words and figures and the Executive Director is directed to have the amendments to the Ordinance Establishing Fees and Charges for the Thorn Creek Basin Sanitary District published in the Daily Southtown newspaper. On roll call, all Trustees present voted "Aye." The motion carried and the ordinance was approved and adopted.

DISBURSEMENTS

Trustee Robertson made a motion, seconded by Trustee Alston, Sr., that the accounts be allowed and warrants drawn on the Treasurer for payment of the same. Checks issued were Check Nos. 57357 through 57417 and C10242 through C10243 in the amount of \$346,279.94 for the Corporate Fund expenses, in the amount of \$157,165.37 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 Alston, Sr., approving the transfer of funds to the NOW account, in the amount of \$200,000 upon need, as of May 20, 2020. Motion unanimously carried.

Trustee Robertson made a motion, seconded by Trustee Alston, Sr., that the Financial Report be accepted as of April 30, 2020. Motion unanimously carried.

REPORTS OF OFFICERS

Legal Report

Attorney Erich 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:

- There continue to be no cases of Covid-19 among District employees. Management will assess data in coming months to assess the economic impact of the related shutdown on the District. One of the District's largest industrial customers has been shut down for weeks and will remain shut down until at least June.
- There is a grant opportunity with the State pertaining to shovel-ready projects. The District intends to apply for a grant for the entire construction cost of the 2020 Electrical Upgrades Project.
- See below.

Operations Report

Director of Operations Lucas Streicher reported:

- In April, the District experienced two excess days on April 29th and 30th. There were also two discharges at HEF on those days. Both the main plant and HEF performed very well and passed all permit limits. The District also experienced excess days in May, on the 15th, 17th and 18th of May and an HEF discharge on the 17th. These will be reported on in more detail next month when test results are in.
- See below.

Engineering Report

Technical Services Director Jeremy Stubbs reported:

- One commercial connection permit was issued for a total of \$1,346. No extension permits or annexations were issued this month.

Finance Director's Report

Finance Director Norma Cash reported:

- Binder checks will be needed next month for the new health insurance.

PURCHASE OF SERVICES AND EQUIPMENT NOT REQUIRED TO BE BID

None.

REQUEST FOR AUTHORIZATION TO ADVERTISE FOR BIDS

Authorization to Advertise for Bids—2020 Electrical Upgrades Project

Executive Director Hindel requested authorization to advertise for bids for the 2020 Electrical Upgrades Project.

Trustee Alston Sr. made a motion, seconded by Trustee Robertson, authorizing advertisement for bids for construction of the 2020 Electrical Upgrades Project. Motion unanimously carried.

EMERGENCY PURCHASES

None.

UNFINISHED BUSINESS

ONGOING PROJECTS:

■ **2019 Roof Rehabilitation Project**

L. Streicher

Application for Payment No. 2 (Final) – F&G Roofing

Presentation by Director of Operations Streicher of Application for Payment No. 2 (Final), from F&G Roofing, in the amount of \$12,430.00 for completion of work for the 2019 Roof Rehabilitation Project.

| | |
|-------------------------------|---------------------|
| Original Contract Sum: | \$ 135,200.00 |
| Total Change Orders To Date : | \$ 0.00 |
| Updated Contract Sum: | \$ 135,200.00 |
| Work Completed to Date: | \$ 124,300.00* |
| Less Retainage: | \$ 0.00 |
| Previous Payments: | \$ 111,870.00 |
| Total Amount Due: | \$ 12,430.00 |

*\$10,900.00 allowance not used

Trustee Alston, Sr. made a motion, seconded by Trustee Robertson, to approve Application for Payment No. 2 (Final), from F&G Roofing, in the amount of \$12,430.00 for completion of work for the 2019 Roof Rehabilitation Project. Motion unanimously carried.

NEW BUSINESS

Memorandum of Understanding – Teamsters 705

Executive Director Hindel presented a Memorandum of Understanding between the District and Teamsters 705, which amends health insurance-related requirements of the Collective Bargaining Agreement for Years 20/21 and 21/22. The Memorandum of Understanding has been voted on affirmatively by the bargaining unit.

Trustee Robertson made a motion, second by Trustee Alston, Sr., approving the Memorandum of Understanding between the District and Teamsters 705, which amends health insurance-related requirements of the Collective Bargaining Agreement for Years 20/21 and 21/22. Motion unanimously carried.

Health Insurance Contracts

Presentation by Executive Director Hindel of contracts for a one year period with Blue Cross Blue Shield of Illinois for Blue Precision Platinum HMO (107) and Blue Options Gold PPO (101) health insurance plans, and with Delta Dental for dental and vision insurance plans, for District employees, eligible retirees and trustees, beginning July 1, 2020 and expiring June 30, 2021.

Trustee Alston, Sr. made a motion, seconded by Trustee Robertson, to approve contracts for a one year period with Blue Cross Blue Shield of Illinois for Blue Precision Platinum HMO (107) and Blue Options Gold PPO (101) health insurance plans, and with Delta Dental for dental and vision insurance plans, for District employees, eligible retirees and trustees, beginning July 1, 2020 and expiring June 30, 2021. Motion unanimously carried.

Compensation for Non-union Employees and Executive Director's Compensation

Motion made by Trustee Alston, Sr., seconded by Trustee Robertson, that the compensation schedule for non-union employees and the Executive Director be tabled until after executive session. 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, collective bargaining matters.

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

Trustee Alston made a motion, seconded by Trustee Robertson, to adjourn the executive session and to reconvene the regular meeting at 2:01 p.m.

Meeting reconvened at 2:01 p.m.

Compensation for Non-union Employees

Trustee Alston, Sr. made a motion, seconded by Trustee Robertson, that the compensation scheduled for non-union employees be accepted and approved, and that the Executive Director is directed to set each employee's salary not to exceed as specified in the schedule as of May 1, 2020. Motion unanimously carried.

Executive Director's Compensation

Trustee Alston, Sr. made a motion, seconded by Trustee Robertson, that the compensation scheduled for the Executive Director be accepted and approved for the fiscal year 2020/21. Motion unanimously carried.

ADJOURNMENT

Trustee Alston, Sr. made a motion, seconded by Trustee Robertson, that the meeting be adjourned.
Meeting adjourned at 2:05 p.m.

Frank V. Alston Sr.
CLERK

APPROVED:

[Signature] PRESIDENT

Raymond [Signature] TRUSTEE

Frank V. Alston Sr. TRUSTEE