
**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE THORN CREEK BASIN SANITARY DISTRICT
HELD SEPTEMBER 18, 2024 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 September 18, 2024:

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 Nora Rhein, Human Resource Coordinator.

GUESTS: Joe Lightcap, Baker Tilly US, LLP

Dan Small, P.E., Strand Associates Inc.

MINUTES

Trustee Alston Sr. made a motion, seconded by Trustee Robertson, approving the minutes of the regular meeting held on August 21, 2024, 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.

SUSPENSION OF THE RULES OF ORDER

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

Annual Comprehensive Financial Report – Fiscal Year 2024

Presentation by Joe Lightcap, Baker Tilly US, LLP, of the Annual Comprehensive Financial Report for the fiscal year ended April 30, 2024, as prepared by the District and audited by Baker Tilly US, LLP.

Trustee Robertson made a motion, seconded by Trustee Alston Sr., to accept the Annual Comprehensive Financial Report for the fiscal year ended April 30, 2024. Motion unanimously carried.

Biosolids Improvement Project – Task Order No. 24-02

Presentation by Dan Small P.E., of Strand Associates, Inc. for Task Order No. 24-02, for design engineering services for the Biosolids Improvement Project, for the lump sum amount of \$2,076,000.

Trustee Robertson made a motion, seconded by Trustee Alston Sr., to approve Task Order No. 24-02 from Strand Associates, Inc., for design engineering services for the Biosolids Improvement Project, for the lump sum amount of \$2,076,000. Motion unanimously carried.

DISBURSEMENTS

Trustee Alston Sr. made a motion, seconded by Trustee Robertson, that the accounts be allowed and warrants drawn on the Treasurer for payment of the same. Check Numbers 61303 through 61365 and 10366 through 10367 were issued in the amount of \$328,314.12 for the Corporate Fund expenses, in the amount of \$104,057.11 for the Capital Improvement Fund expenses, and in the amount of \$74,840.00 for the Treatment Plant Upgrade Fund expenses. Motion unanimously carried.

FINANCIAL REPORT

Trustee Alston Sr. made a motion, seconded by Trustee Robertson, approving the transfer of funds from the NOW account in the amount of \$200,000, upon need, as of September 18, 2024. Motion unanimously carried.

Trustee Alston Sr. made a motion, seconded by Trustee Robertson, that the Financial Report be accepted as of August 31, 2024. Motion unanimously carried.

REPORTS OF OFFICERS

Legal Report

Attorney Eric T. Stach reported:

- Attorney Stach had nothing to report.

Executive Director's Report

Executive Director Hindel reported:

- Executive Director Hindel provided an update on the Decennial Committee. At least one more meeting will be subsequently required to finalize and approve the report. That meeting will take place at the scheduled time of the October 16th, 2024 Board Meeting. This report will be submitted to both Will and Cook Counties, and made publicly available.
- See below.

Operations Report

Director of Operations Lucas Streicher reported:

- The District had no bypass or excess days for the month of August. This month will be reported on fully at next month's board meeting.
- Overall, the plant is functioning very well at this time.
- See below.

Engineering Report

Technical Services Director Jeremy Stubbs reported:

- No connection permits or extension permits were issued this month.
- See below.

Finance Director's Report

Finance Director Norma Cash reported:

- Director Cash had nothing to report.

PURCHASE OF SERVICES AND EQUIPMENT NOT REQUIRED TO BE BID

F350 Pick – Up Truck

Presentation by Director of Operations Streicher of the quote from Morrow Brothers Ford, Inc., for the purchase of a new F350 pick-up truck, through the State of Illinois Joint Purchasing Program, in the amount of \$69,343.00.

Trustee Alston Sr., made a motion, seconded by Trustee Robertson, to accept the quote from Morrow Brothers Ford, Inc., for the purchase of a new F350 pick-up truck, through the State of Illinois Joint Purchasing Program, in the amount of \$69,343.00. Motion unanimously carried.

REQUEST FOR AUTHORIZATION TO ADVERTISE FOR BIDS

None.

EMERGENCY PURCHASES

None.

UNFINISHED BUISNESS

None.

ONGOING PROJECTS:

- **2022 Electrical Upgrades Project** **J. Stubbs**

Application for Payment No. 5 – Connelly Electric Co.

Presentation by Technical Services Director Stubbs of Application for Payment No. 5 from Connelly Electric Co., in the amount of \$25,515.00 for completion of work for the 2022 Electrical Upgrades Project.

Original Contract Sum:	\$849,000.00
Addition to Contract:	\$211,275.11
Updated Contract Sum:	\$1,060,275.11
Total Completed To Date:	\$716,426.92
Less Retainage:	\$ 71,642.69
Previous Payments:	\$619,269.23
Total Amount Due:	\$25,515.00

Trustee Alston Sr. made a motion, seconded by Trustee Robertson, to approve Application for Payment No. 5, from Connelly Electric Co., in the amount of \$25,515.00 for completion of work for the 2022 Electrical Upgrades Project. Motion unanimously carried.

NEW BUSINESS

Petition for Annexation – Copart of Connecticut, Inc.

Presentation by Attorney Stach, of a Petition for Annexation to the Sanitary District by Copart of Connecticut, Inc., for property located at 1399 South State Street, Chicago Heights, IL 60411, PIN # 32-22-100-002-0000.

Trustee Robinson made a motion, seconded by Trustee Alston Sr., that the above-named Petition for Annexation to the Sanitary District for property located at 1399 South State Street, Chicago Heights, IL 60411, PIN # 32-22-100-002-0000, be accepted and approved. Motion unanimously carried.

Annexation Ordinance No. 537

Presentation by Attorney Stach, of an Annexation Ordinance to annex to the Sanitary District for property located at 1399 South State Street, Chicago Heights, IL 60411, PIN # 32-22-100-002-0000.

Trustee Robinson made a motion, seconded by Trustee Alston Sr., that the Annexation Ordinance for property located at 1399 South State Street, Chicago Heights, IL 60411, PIN # 32-22-100-002-0000, be approved and adopted. On roll call vote, all Trustees present voted “Aye.”

The President, declares the motion carried, and the ordinance approved and adopted.

EXECUTIVE SESSION

None.

ADJOURNMENT

There being no further business, motion made by Trustee Robertson seconded by Trustee Alston Sr., that the meeting be adjourned. Meeting adjourned at 2:25pm.

Frank V. Alston Sr.
CLERK

APPROVED:

[Signature] PRESIDENT

[Signature] TRUSTEE

Frank V. Alston Sr. TRUSTEE