
**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE THORN CREEK BASIN SANITARY DISTRICT
HELD JANUARY 15, 2025 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, 2025:

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

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: None.

MINUTES

Trustee Robertson made a motion, seconded by Trustee Perez, approving the minutes of the regular meeting held on December 18, 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.

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 Numbers 61597 through 61667 and 10376 and 10377 were issued in the amount of \$100,000 for the Corporate Fund expenses, in the amount of \$61,961.54 for the Capital Improvement Fund expenses, and in the amount of \$164,760.00 for the Treatment Plant Upgrade Fund expenses. Motion unanimously carried.

FINANCIAL REPORT

Trustee Robertson made a motion, seconded by Trustee Perez, approving the transfer of funds to the NOW account in the amount of \$700,000, and the transfer of funds to the ILF account in the amount of \$200,000 upon need, as of January 15, 2025. Motion unanimously carried.

Trustee Roberston made a motion, seconded by Trustee Perez, that the Financial Report be accepted as of December 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:

- EPA has issued a Draft Risk Assessment regarding PFAS.

Operations Report

Director of Operations Lucas Streicher reported:

- For the month of December, the District met all permit limits for both the main plant and the Homewood Excess Flow facility. The Homewood excess flow facility had one discharge on December 29th. Everything went very well during this event with staff doing an excellent job.
- Both the main plant and HEF were excursion free for the calendar year 2024. This will earn the District a NACWA gold award this year.
- Overall, the main plant is functioning very well at this time.
- See below.

Engineering Report

Technical Services Director Jeremy Stubbs reported:

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

Finance Director's Report

Finance Director Norma Cash reported:

- Director Cash reported the Grand Total Expenses are below the FYTD budget by 26.7% or \$1,163,976.
- Revenue from flow-based Charges for Services is 3.8% under budget. (-\$155,598).

PURCHASE OF SERVICES AND EQUIPMENT NOT REQUIRED TO BE BID

Exterior Light Fixture Replacement

Presentation by Director of Operations Streicher of the following quotes for the Exterior Light Fixture Replacement Project.

<u>Name</u>	<u>Amount</u>
1. Courtesy Electric Inc.	\$ 21,484.00
2. Ryan Electrical Services Inc.	\$ 23,971.00
3. Carrier Electric Company	\$ 21,210.00

Trustee Robertson made a motion, seconded by Trustee Perez, that the quote for the Exterior Light Fixture Replacement Project be awarded to Courtesy Electric Inc., the qualified company proposing work that is projected to yield the greatest rebate amount from ComEd, in the amount of \$21,484. Motion unanimously carried.

REQUEST FOR AUTHORIZATION TO ADVERTISE FOR BIDS

None.

EMERGENCY PURCHASES

None.

UNFINISHED BUISNESS

▪ **Land Application of Biosolids**

J. Stubbs

Application for Payment No. 5 – Stewart Spreading Inc.

Presentation by Technical Services Director Stubbs of Application for Payment No. 5 from Stewart Spreading Inc., in the amount of \$767,287.94 for completion of work for the Land Application Program.

Original Contract Sum:	\$1,593,000.00
Total Change Orders to Date:	\$ 227,291.25
Contract Extension:	\$ 946,632.50
Updated Contract Sum:	\$2,766,923.75
Total Completed to Date:	\$1,638,428.27
Less Retainage:	\$ 81,921.42
Previous Payments:	\$ 789,218.91
Total Amount Due:	\$ 767,287.94

Trustee Robertson made a motion, seconded by Trustee Perez, to approve Application for Payment No. 5 from Stewart Spreading Inc., in the amount of \$767,287.94 for completion of work for the Land Application Program. Motion unanimously carried.

NEW BUSINESS

None.

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 Robertson made a motion, seconded by Trustee Perez, 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 Robertson made a motion, seconded by Trustee Perez to adjourn the executive session and to reconvene the regular meeting at 1:25 p.m.

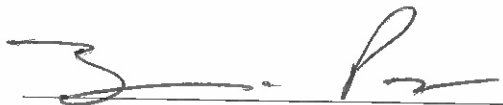
Meeting reconvened at 1:25pm.

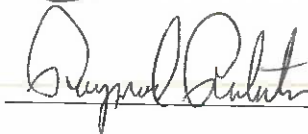
ADJOURNMENT

There being no further business, motion made by Trustee Robertson seconded by Trustee Perez that the meeting be adjourned. Meeting adjourned at 1:25 p.m.


ASST. CLERK

APPROVED:


PRESIDENT


TRUSTEE