
**MINUTES OF THE REGULAR MEETING/PUBLIC HEARING
OF THE BOARD OF TRUSTEES
OF THE THORN CREEK BASIN SANITARY DISTRICT
HELD MARCH 19, 2025 AT 1:00 P.M.**



CALL TO ORDER

The following trustees were present at the regular meeting of the Board of Trustees of the Thorn Creek Basin Sanitary District, held March 19, 2025:

Raymond C. Robertson, Vice President/Treasurer
Carmen E. Sendejas, Trustee
Joseph P. Stanfa, Trustee

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

GUESTS: None.

ELECTION OF OFFICERS

The Vice President, acting as Chairman, called for the nomination and election of officers until the regular election held at the May 2026 Board Meeting.

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 Treasure, a Clerk and an Assistant Clerk.

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

Trustee Stanfa nominated and Trustee Robertson seconded Carmen E. Sendejas for the office of President. Trustee Sendejas nominated and Trustee Robertson seconded Joseph P. Stanfa for the office of Vice President. Trustee Stanfa nominated and Trustee Robertson seconded Carmen E. Sendejas for the office of Treasurer. Trustee Stanfa nominated and Trustee Sendejas. seconded Raymond C. Robertson 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

CARMEN E. SENDEJAS	PRESIDENT
JOSEPH P. STANFA	VICE PRESIDENT
CARMEN E. SENDEJAS	TREASURER
RAYMOND C. ROBERTSON	CLERK
JENNIFER HINDEL	ASSISTANT CLERK

Trustee Stanfa made a motion, seconded by Trustee Sendejas, 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.

Trustee Robertson made a motion, seconded by Trustee Stanfa, that President Sendejas be named as Chairman for the remainder of the meeting. Motion unanimously carried.

MINUTES

Trustee Robertson made a motion, seconded by Trustee Stanfa, approving the minutes of the regular meeting held on February 19, 2025, as presented. Motion unanimously carried.

PUBLIC COMMENT PERIOD

Trustee Sendejas 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 Stanfa, that the accounts be allowed and warrants drawn on the Treasurer for payment of the same. Checks issued were Check numbers 61736 through 61796, and 10380 through 10381 were issued in the amount of \$373,930.40 for the Corporate Fund expenses, in the amount of \$66,488.85 for the Capital Improvement Fund expenses, and in the amount of \$284,310.00 for the Treatment Plant Upgrade Fund expenses. Motion unanimously carried.

FINANCIAL REPORT

Trustee Robertson made a motion, seconded by Trustee Stanfa, approving the transfer of funds from the IPrime account in the amount of \$300,000, upon need, as of March 19, 2025. Motion unanimously carried.

Trustee Stanfa made a motion, seconded by Trustee Robertson, that the Financial Report be accepted as of February 28, 2025. Motion unanimously carried.

REPORTS OF OFFICERS

Legal Report

Attorney Jessica Fese reported:

- Attorney Fese had nothing to report.

Executive Director's Report

Executive Director Hindel reported:

- Executive Director Hindel welcomed and congratulated President/ Treasurer Sendejas and Vice President Stanfa.
- See below.

RECESS OF THE REGULAR MEETING

Trustee Stanfa made a motion, seconded by Trustee Robertson, to take a 5-minute break. Motion unanimously carried.

ADJOURNMENT OF THE RECESS OF THE REGULAR MEETING

Trustee Roberston made a motion, seconded by Trustee Stanfa that the recess of the regular meeting be adjourned and the regular meeting be reconvened at 2:44 p.m. Motion unanimously carried.

Operations Report

Director of Operations Lucas Streicher reported:

- For the month of February, the District met all permit limits at the main plant, and had no Homewood Excess Flow Facility discharges.
- The District has experienced substantial rainfall so far this month. March 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:

- There were two residential connection permits issued for the month of March.
- See below.

Finance Director's Report

Finance Director Norma Cash reported:

- Revenue from flow-based charges for services are 2.7% or \$138,510 less than the FYTD budget.
- Net income from all sources is 1.6% or \$77,151 less than the fiscal year-to-date budget.
- Capital Grand Total Expenses are \$1,172,007 under budget.
- See below.

PURCHASE OF SERVICES AND EQUIPMENT NOT REQUIRED TO BE BID

Domestic Primary Tank 4B Scum Trough Replacement

Presentation by Director of Operations Streicher of the following quotes to replace the Domestic Primary Tank 4B Scum Trough.

<u>Name</u>	<u>Amount</u>
1. Dahme Mechanical	\$ 19,944.00
2. Gaskill Walton Construction Co.	\$ 43,400.00
3. NOOTER Chicago	Did not provide a quote

Trustee Stanfa made a motion, seconded by Trustee Robertson, to accept the quote to replace the Domestic Primary Tank 4B Scum Trough from Dahme Mechanical, the lowest responsible quote, in the amount of \$19,944.00. Motion unanimously carried.

Building #5 Excess Valves

Presentation by Director of Operations Streicher of the following quotes for the replacement of two excess valves for Building #5.

<u>Name</u>	<u>Amount</u>
1. Superior Plumbing Services	\$23,720.00
2. NOOTER Chicago	\$24,655.00
3. Cal City Plumbing	Did not provide a quote

Trustee Sendejas made a motion, seconded by Trustee Robertson, to accept the quote for the replacement of two excess valves for Building #5, from Superior Plumbing Services, the lowest responsible quote, in the amount of \$23,720.00. Motion unanimously carried.

Sodium Bisulfite

Presentation by Director of Operations Streicher, of the following quotes for a one-year contract to supply the District with Sodium Bisulfite, for the period of April 1, 2025 through March 31, 2026.

<u>Name</u>	<u>Amount</u>
1. Alexander Chemical Corporation	\$1.79 per gallon
2. PVS Chemical Solutions, Inc.	\$1.80 per gallon

Trustee Stanfa made a motion, seconded by Trustee Robertson, that the one-year contract to supply the District with Sodium Bisulfite, for the period of April 1, 2025 to March 31, 2026, be awarded to Alexander Chemical Corporation, the lowest responsible and responsive quote, in the amount of \$1.79 per gallon. Motion unanimously carried.

REQUEST FOR AUTHORIZATION TO ADVERTISE FOR BIDS

None.

EMERGENCY PURCHASES

None.

UNFINISHED BUSINESS

■ **2022 Electrical Upgrades Project**

J. Stubbs

Application for Payment No. 10 – Connelly Electric Co.

Presentation by Technical Services Director Stubbs of Application for Payment No. 10 from Connelly Electric Co., in the amount of \$19,221.53 for completion of work for the 2022 Electrical Upgrades Project.

Original Contract Sum:	\$ 849,000.00
Total Change Orders to Date:	\$ 259,546.17
Updated Contract Sum:	\$1,108,546.17
Total Completed to Date:	\$1,008,632.17
Less Retainage:	\$ 100,863.22
Previous Payments:	\$ 888,547.42
Total Amount Due:	\$ 19,221.53

Trustee Sendejas made a motion, seconded by Trustee Robertson, to approve Application for Payment No. 10, from Connelly Electric Co., in the amount of \$19,221.53 for completion of work for the 2022 Electrical Upgrades Project. Motion unanimously carried.

NEW BUSINESS

Five-Year Capital Plan

Presentation by Executive Director Hindel of a Five-Year Capital Improvements Plan.

Trustee Robertson made a motion, seconded by Trustee Stanfa, to accept and approve the Five-Year Capital Improvements Plan. Motion unanimously carried.

Bids – Sodium Hypochlorite

Presentation by Director of Operations Streicher, of the following bids for a one-year contract to supply the District with Liquid Sodium Hypochlorite, for the period of April 1, 2025 through March 31, 2026. The bids were publicly opened and read in the order received on March 13, 2025 at 2:00 p.m.

<u>Name</u>	<u>Amount</u>
1. Rowell Chemical Corporation	\$1.5249/gallon
2. Alexander Chemical Corporation	\$1.6250/gallon
3. Olin Corporation	\$2.550/gallon

Trustee Robertson made a motion, seconded by Trustee Sendejas, that the bid for a one-year contract to supply the District with Liquid Sodium Hypochlorite, for the period of April 1, 2025 through March 31, 2026, be awarded to Rowell Chemical Corporation, the lowest responsible and responsive bidder, in the amount of \$1.5249/gallon. Motion unanimously carried.

Bids – Ferric Chloride

Presentation by Director of Operations Streicher, of the following bids for a one-year contract to supply the District with Ferric Chloride, for the period of April 1, 2025 through March 31, 2026. The bids were publicly opened and read in the order received on March 13, 2025 at 2:00 pm.

<u>Name</u>	<u>Amount</u>
1. Kemira Water Solutions, Inc.	\$958/dry ton
2. PVS Technologies, Inc.	Did not provide a quote

Trustee Stanfa made a motion, seconded by Trustee Robertson, that the bid for a one-year contract to supply the District with Ferric Chloride, for the period of April 1, 2025 to March 31, 2026, be awarded to Kemira Water Solutions, Inc., the lowest responsible and responsive bidder, in the amount of \$958/dry ton. Motion unanimously carried.

Resolution – Amending Authorized Signatures for Bank Depositories

Presentation by Finance Director Cash of Resolution 25-01 to amend the signatures on deposits of District funds at Old Second Bank, PMA IPrime Financial, and the Illinois Funds.

Trustee Stanfa made a motion, seconded by Trustee Robertson, to approve Resolution 25-01 amending the signatures on deposits of District funds at Old Second Bank, PMA IPrime Financial, and the Illinois Funds. be approved and adopted. On roll call, all Trustees present voted “aye”. Motion carried.

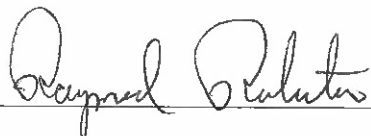
ADJOURNMENT


Trustee Robertson made a motion, seconded by Trustee Stanfa, that the meeting be adjourned. Meeting adjourned at 3:30 p.m.


CLERK

APPROVED:

PRESIDENT

_____
TRUSTEE

_____
TRUSTEE