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**MINUTES OF THE REGULAR MEETING/PUBLIC HEARING  
OF THE BOARD OF TRUSTEES  
OF THE THORN CREEK BASIN SANITARY DISTRICT  
HELD APRIL 16, 2025 AT 1:00 P.M.**

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**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 April 16, 2025:

Joseph P. Stanfa, Vice President  
Raymond C. Robertson, Clerk

Also present were: Vlado Vranjes, 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.

**MINUTES**

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

**PUBLIC COMMENT PERIOD**

Trustee Stanfa 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. Check numbers 61797 through 61884, and 10382 through 10384 were issued in the amount of \$532,705.41 for the Corporate Fund expenses, in the amount of \$273,123.22 for the Capital Improvement Fund expenses, and in the amount of \$232,050 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 \$400,000, upon need, as of April 16, 2025. Motion unanimously carried.

Trustee Robertson made a motion, seconded by Trustee Stanfa, that the Financial Report be accepted as of March 31, 2025. Motion unanimously carried.

## **REPORTS OF OFFICERS**

### **Legal Report**

Attorney Vlado Vranjes reported:

- Attorney Vranjes had nothing to report.

### **Executive Director's Report**

Executive Director Hindel reported:

- Executive Director Hindel had nothing to report.

### **Operations Report**

Director of Operations Lucas Streicher reported:

- For the month of March, all permit limits were met for both the main plant and the Homewood Excess Flow facility. It was a busy month with considerably above average flows where the main plant experienced one excess flow day on March 5<sup>th</sup>. Staff from all departments did an excellent job.
- The District has experienced substantial rainfall so far in April resulting in two excess flow days and one HEF discharge so far, which 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 no connection permits or extension permits issued this month.
- See below.

### **Finance Director's Report**

Finance Director Norma Cash reported:

- The District is 92% through our fiscal year.
- Revenue for flow-based Charges for services is 3.5% less than FYTD budget.
- Net income from all sources 2.9% less than the fiscal year-to-date budget.
- Capital Grand Total expenses are \$1,201,381 under budget.

**PURCHASE OF SERVICES AND EQUIPMENT NOT REQUIRED TO BE BID**

**Domestic Primary Clarifier No. 4 Long Collector Equipment**

Presentation by Director of Operations Streicher of the following quotes for the Domestic Primary Clarifier No. 4 Long Collector Equipment.

<b><u>Name</u></b>	<b><u>Amount</u></b>
1. PMC Inc.	\$ 21,647.50
2. Brandt Manufacturing	\$ 22,268.64
3. Motion Industries	Did not provide a quote

Trustee Stanfa made a motion, seconded by Trustee Robertson, to accept the quote for the Domestic Primary Clarifier No. 4 Long Collector Equipment from PMC Inc. in the amount of \$21,647.50. Motion unanimously carried.

**REQUEST FOR AUTHORIZATION TO ADVERTISE FOR BIDS**

None.

**EMERGENCY PURCHASES**

None.

**UNFINISHED BUSINESS**

**ONGOING PROJECTS:**

■ **2022 Electrical Upgrades Project**

**J. Stubbs**

Application for Payment No. 11 – Connelly Electric Co.

Presentation by Technical Services Director Stubbs of Application for Payment No. 11 from Connelly Electric Co., in the amount of \$25,899.48 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:	\$1,037,409.37
Less Retainage:	\$ 103,740.94
Previous Payments:	\$ 907,768.95
Total Amount Due:	\$ 25,899.48

Trustee Robertson made a motion, seconded by Trustee Stanfa, to approve Application for Payment No. 11 from Connelly Electric Co., in the amount of \$25,899.48 for completion of work for the 2022 Electrical Upgrades Project. Motion unanimously carried.

**NEW BUSINESS**

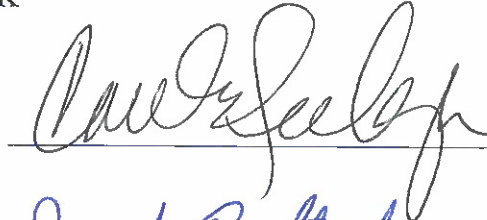
None.

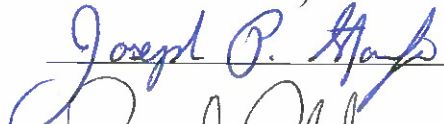
**ADJOURNMENT**

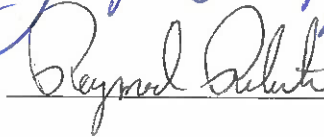
Trustee Robertson made a motion, seconded by Trustee Stanfa, that the meeting be adjourned.  
Meeting adjourned at 1:11 p.m.

  
CLERK

APPROVED:

 PRESIDENT

 TRUSTEE

 TRUSTEE