
**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE THORN CREEK BASIN SANITARY DISTRICT
HELD DECEMBER 17, 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 December 17, 2025:

Carmen. E. Sendejas, President/ Treasurer
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: Dan Small, P.E., Strand Associates Inc.

MINUTES

Trustee Sendejas made a motion, seconded by Trustee Stanfa, approving the minutes of the regular meeting, held on November 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.

PRESENTATION OF BIOSOLIDS IMPROVEMENT PROJECT – TASK ORDER No. 25-01

Presentation by Technical Service Director Stubbs and Dan Small P.E., of Strand Associates, Inc. of Task Order No. 25-01 for general construction engineering services for the Biosolids Improvement Project, in the lump sum amount of \$2,157,000, plus construction observation services on a time and material basis not to exceed \$2,192,000.

Trustee Robertson made a motion, seconded by Trustee Stanfa, to approve Task Order No. 25-01 from Strand Associates, Inc., for general construction engineering services for the Biosolids Improvement Project, in the lump sum amount of \$2,157,000, plus construction observation services on a time and material basis not to exceed \$2,192,000, and to authorize the Executive Director, or her designee, to execute the task order. Motion unanimously carried.

DISBURSEMENTS

Trustee Stanfa 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 62511 through 62574, and 10404, and 10405 were issued in the amount of \$376,947.00 for the Corporate Fund expenses, in the amount of \$61,527.72 for the Capital Improvement Fund expenses, and in the amount of \$18,390.00 for the Treatment Plant Upgrade Fund expenses. Motion unanimously carried.

FINANCIAL REPORT

Trustee Sendejas made a motion, seconded by Trustee Robertson, approving the transfer of funds to the ILF account in the amount of \$200,000, upon need, as of December 17, 2025. Motion unanimously carried.

Trustee Stanfa made a motion, seconded by Trustee Robertson, that the Financial Report be accepted as of November 30, 2025. Motion unanimously carried.

REPORTS OF OFFICERS

Legal Report

Attorney Vlado Vranjes reported:

- Attorney Vranjes reported that he has prepared the attorney opinion letter required for the IEPA Loan application and is satisfied that the District has met all legal requirements to obtain the loan.

Executive Director's Report

Executive Director Hindel reported:

- See below.

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Executive Director's Report

Executive Director Hindel reported:

- See below.

Operations Report

Director of Operations Lucas Streicher reported:

- For the month of November, the District had no excess days or Homewood excess flow discharge, and the District met all permit limits for both the main plant and the Homewood Excess Flow facility.
- December will be reported on fully at next month's board meeting and overall, the plant is functioning very well at this time.
- See below.

Engineering Report

Technical Services Director Jeremy Stubbs reported:

- There were three connection permits issued this month.
- See below.

Finance Director's Report

Finance Director Norma Cash reported:

- Interest income is 4.8% under budget.
- The District is 58% through the Fiscal Year.

PURCHASE OF SERVICES AND EQUIPMENT NOT REQUIRED TO BE BID

Steger Pump #3 Suction and Discharge Valve Replacement

Presentation by Operations Director Streicher of the following quotes for the Steger Pump #3 Suction and Discharge Valve Replacement Project.

<u>Name</u>	<u>Amount</u>
1. Calumet City Plumbing	Declined to Quote
2. Nooter Contractor	Declined to Quote
3. M&J Underground	Declined to Quote
4. Martin Mechanical	Declined to Quote
5. Gaskill and Walton	\$23,800.00

Trustee Sendejas made a motion, seconded by Trustee Stanfa, to award the contract for the Steger Pump #3 Suction and Discharge Valve Replacement Project to Gaskill and Walton Construction Company, in the amount of \$23,800.00 as the lowest responsible and responsive quote, and to authorize the Executive Director or her designee to execute all necessary documents to effectuate the award to Gaskill and Walton Construction Company. Motion unanimously carried.

REQUEST FOR AUTHORIZATION TO ADVERTISE FOR BIDS

Authorization to Advertise for Bids – Land Application of Biosolids

Request by Technical Services Director Stubbs for authorization to advertise for bids for the hauling and application of biosolids to farmlands, effective May 1, 2026 through April 30, 2028.

Trustee Sendejas made a motion, seconded by Trustee Robertson, authorizing to advertise for bids for the hauling and application of biosolids to farmlands, effective May 1, 2026 through April 30, 2028. Motion unanimously carried.

EMERGENCY PURCHASES

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

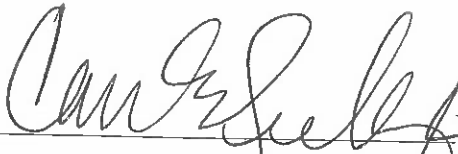
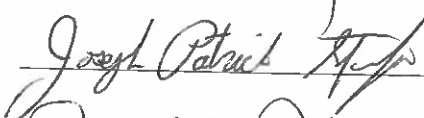
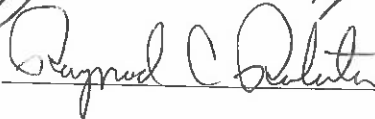
None.

ADJOURNMENT

There being no further business, motion made by Trustee Sendejas seconded by Trustee Stanfa that the meeting be adjourned. Meeting adjourned at 1:55 p.m.

CLERK

APPROVED:


 _____ PRESIDENT

 _____ TRUSTEE

 _____ TRUSTEE