

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE SALT CREEK SANITARY
DISTRICT HELD AT 201 S. ROUTE 83, VILLA PARK, IL ON April 20, 2020.**

The FY 2020-2021 Budget Public Hearing was called to order by Trustee Hensley at 6:00 p.m.:

Present: Trustees, Raymond Hensley – President, Troy Clampit - Clerk. Also, present: Manager Jim Listwan, Business Administrator Ray Hoving, Attorney Bob Kay and Engineer Mark Halm.

Absent: Robert Taglia – Vice President

Public Participation: None

Public Hearing Adjourned Trustee Clampit moved, seconded by Trustee Hensley to adjourn the meeting at 6:01 p.m. Ayes: Hensley, Clampit. Motion carried.

The Regular Meeting was called to order by Trustee Hensley at 6:01 p.m.: Present: Trustees, Raymond Hensley – President, Troy Clampit - Clerk. Also, present: Manager Jim Listwan, Business Administrator Ray Hoving, Attorney Bob Kay and Engineer Mark Halm.

Absent: Robert Taglia – Vice President

Public Participation: None

Minutes Approved: Trustee Clampit moved, seconded by Trustee Hensley to approve the minutes of the Regular Meeting of March 16, 2020. Ayes: Hensley, Clampit. Motion carried.

Bill Listing: Review and discussion ensued. Trustee Clampit moved, seconded by Trustee Taglia to approve the bill listing dated April 20, 2020 in the amount of \$218,185.96 and to pay when funds are available prior to their due date. Ayes: Hensley, Taglia, Clampit. Motion carried.

Water Shut Off List: Business Administrator Hoving presented a list of delinquent accounts dated April 20, 2020. The list represented a total amount due to the district of \$21,448.52. Business Administrator Hoving informed the board that staff continued to delay water shut off proceedings during the month of April due to the on-going health emergency. Trustee Clampit moved, seconded by Trustee Hensley to approve the water shut off list dated April 20, 2020 as presented. Ayes: Hensley, Clampit. Motion carried.

Reconciliation Report – March 2020: Business Administrator Hoving presented the March 2020 Reconciliation report for review and discussion. Trustee Clampit moved, seconded by Trustee Hensley to approve the Reconciliation report for March 2020 as presented. Ayes: Hensley, Clampit. Motion carried.

Investment Recommendations: Business Administrator Hoving presented the following recommendations for Salt Creek Investments that will mature prior to the May 18, 2020 board meeting.

Improvement Fund: Staff Recommended transferring the CD that will mature on May 5, 2020 in the amount of \$250,000.00 to the Improvement Fund Checking account at 5/3 Bank. The funds will be used to fund the on-going LVSG/MCC project. Trustee Clampit moved, seconded by Trustee Hensley to transfer the maturing CD in the amount of \$250,000.00 to the 5/3 Bank Checking account. Ayes: Hensley, Clampit. Motion Carried.

Board Meeting Dates for FY 2020-2021: Business Administrator Hoving presented a list of dates for FY 2020-2021 board meetings. If approved the listing will be published in a local paper and posted

to the district website. Trustee Clampit moved, seconded by Trustee Hensley to accept the listing of meeting dates for FY 2020-2021. Ayes: Hensley, Clampit. Motion carried.

Low Voltage Switch Gear/Motor Control Center Pay Estimate #2: Engineer Mark Halm presented pay estimate #2 for the LVSG/MCC project. The request was in the amount of \$101,907.00. Work included the installation of electrical conduit and masonry work. Trustee Clampit moved, seconded by Trustee Hensley to approve the pay application in the amount \$101,907.00 as presented. Ayes: Hensley, Clampit. Motion carried.

Manager's Report-March 2020: Manager Listwan presented his report for the month of March. He stated that the plant ran well for the month with no excursions of the permit. Trustee Clampit moved, seconded by Trustee Hensley to approve the Manager's Report for February 2020 as presented and place it on file. Ayes: Hensley, Clampit. Motion carried.

Correspondence with Villa Park: Manager Listwan informed the board that during conversations with Villa Park staff the village asked if the district and the village could create a memorandum of understanding regarding the wet weather facility. Mr. Listwan stated that because of the pandemic the village wanted to have a plan in place to staff and operate the facility should the need arise. Trustee Clampit agreed that there should be more cooperation between the district and the village. Attorney Bob Kay asked Mr. Listwan how the districts liability insurance would be affected by entering into an agreement. Engineer Mark Halm noted that there are a number of communities using a third-party agency for wastewater industry staffing needs and thought that it may be beneficial for the village to look into this in the short term.

Miscellaneous Correspondence: Business Administrator Hoving reminded the board and staff that the County Statement of Economic Interest must be completed prior to May 1, 2020 to avoid being fined.

FY 2020 – 2021 Budget & Appropriation Ordinance: Business Administrator Hoving presented the FY 2020-2021 Budget & Appropriation Ordinance. The total amount to be appropriated for the fiscal year is \$6,257,574.00. The budget had been previously presented at the budget workshop meeting on February 22, 2020 and at the March 16, 2020 regular meeting. Trustee Clampit moved, seconded by Trustee Hensley to approve the FY 2020-2021 budget and appropriation ordinance #554 in the amount of \$6,257,574.00 and to direct staff to publish the ordinance in a local newspaper no more than ten days after the date of the meeting. Ayes: Hensley, Clampit. Motion Carried.

User Rate Ordinance #555: Business Administrator presented the FY 2020-2021 User Rate Ordinance. The ordinance calls for an increase of \$0.30 per 1000 gallons to the wastewater charge. He stated the increase will fund the additional transfer to the Improvement Fund. Trustee Clampit moved, seconded by Trustee Hensley to approve Ordinance #555 – User Rate Increase for FY 2020-2021. Ayes: Hensley, Clampit. Motion Carried.

Meeting Adjourned Trustee Clampit moved, seconded by Trustee Hensley to adjourn the meeting at 6:43 p.m. Ayes: Hensley, Clampit. Motion carried.

APPROVED Raymond E. Hensley
Raymond Hensley, President

ATTEST Troy Clampit
Troy Clampit, Clerk

Prepared by: Ray Hoving, Business Administrator