

**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 FEBRUARY 15, 2021.**

The Regular Meeting was called to order by Trustee Hensley at 6:00 p.m.: Present: Trustees, Raymond Hensley – President. Also, present: Manager Jim Listwan and Business Administrator Ray Hoving. Present via Video Conference - Trustees: Robert Taglia – Vice President, Troy Clampit – Clerk, Engineer Mark Halm and Attorney Robert Kay.

Public Participation: Business Administrator Hoving read an email from resident Mike Hinkel of 109 S Michigan. Mr. Hinkel requested to have his bill waived due to a flooding issue in his unoccupied residence during the construction on south Michigan Ave. Mr. Hoving informed the board that the water to the residence had been shut off for approximately two years prior to the issue that dumped almost 200,000 gallons of water into his basement which had to be pumped out into the storm sewer. Mr. Hoving further stated that he had talked with Villa Park Assistant Public Works Director Rich Salerno and Mr. Hinkel's version of the events was accurate and no water was emptied into sewers that go to the district. The board agreed that these charges should not be the responsibility of the homeowner. Trustee Taglia made a motion; seconded by Trustee Clampit to waive the usage charges on the resident's account. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Minutes Approved: Trustee Clampit moved, seconded by Trustee Taglia to approve the minutes of the Regular Meeting of January 18, 2021. Ayes: Hensley, Taglia, Clampit. Motion carried.

Bill Listing: Review and discussion ensued. Trustee Taglia moved, seconded by Trustee Clampit to approve the bill listing dated February 15, 2021 in the amount of \$154,045.86 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 February 15, 2021. The list represented a total past due amount of \$45,162.41. Trustee Clampit moved, seconded by Trustee Taglia to approve the shut-off list dated February 15, 2021 and directed staff to proceed with the water shut-off process. Ayes: Hensley, Taglia, Clampit. Motion carried.

Reconciliation Report – January 2021: Business Administrator Hoving presented the January Reconciliation report for review and discussion. Trustee Clampit moved, seconded by Trustee Taglia to approve the Reconciliation report for January 2021 as presented. Ayes: Hensley, Taglia, Clampit. Motion carried.

Investment Recommendations: Business Administrator Hoving presented the list of investments that have matured or will mature prior to the March 15, 2021 board meeting. He prefaced by saying that interest rates are still near zero and that the checking accounts currently have higher rates than Certificates of Deposit and United States Treasury Bills

Improvement Fund – Staff recommended re-investing the CD maturing on February 19, 2021 in the amount of \$113,000 for a period of three months. Trustee Taglia made a motion, seconded by Trustee Clampit to approve the re-investment of the CD in the amount of \$113,000 for a period of three months. Ayes: Hensley, Taglia, Clampit. Motion Carried

Replacement Fund – Staff recommended re-investing \$100,000 of the CD maturing on February 19, 2021 in the amount of \$153,000 for a period of three months and transferring the remaining funds to the Replacement Fund Checking account. Trustee Clampit made a motion, seconded by Trustee Taglia to approve the re-investment of the CD in the amount of \$100,000 for a period of three months and to transfer the remaining funds to the Replacement Fund Checking account. Ayes: Hensley, Taglia, Clampit. Motion Carried

Corporate Fund – Mr. Hoving explained that there was over \$380,000 in the brokerage account that could not be re-invested in January due to the unavailability of CD's being offered by banks. In addition, a CD will mature on February 18, 2021 in the amount of \$209,000

Staff recommended transferring \$240,000 to the 5/3 bank corporate account and re-investing the remaining funds in two separate CD's for a period of three months. Trustee Taglia made a motion, seconded by Trustee Clampit to approve transfer of \$240,000 to the 5/3 Bank Corporate fund and to re-invest the remaining funds in two separate CD's a period of three months. Ayes: Hensley, Taglia, Clampit. Motion Carried

Debt Service Fund –

Staff recommended re-investing the Phase 4 CD maturing on February 21, 2021 in the amount of \$250,000 for a period of three months. Trustee Clampit made a motion, seconded by Trustee Taglia to approve the re-investment of the CD in the amount of \$250,000 for a period of three months. Ayes: Hensley, Taglia, Clampit. Motion Carried

Staff recommended re-investing the Phase 5 CD maturing on February 25, 2021 in the amount of \$250,000 for a period of three months. Trustee Taglia made a motion, seconded by Trustee Clampit to approve the re-investment of the CD in the amount of \$250,000 for a period of three months. Ayes: Hensley, Taglia, Clampit. Motion Carried

Staff recommended re-investing the CD maturing on March 15, 2021 in the amount of \$250,000 for a period of three months. Trustee Clampit made a motion, seconded by Trustee Taglia to approve the re-investment of the CD in the amount of \$250,000 for a period of three months. Ayes: Hensley, Taglia, Clampit. Motion Carried

In addition to the above maturing CD's there is currently \$213,000 remaining in brokerage account. Staff recommended transferring \$100,000 to the 5/3 checking account for the debt service fund during the month of March as a phase 3 payment will be due to the IEPA. Trustee Taglia made a motion, seconded by Trustee Clampit to approve the transfer of \$100,00 to the debt service checking account at 5/3 Bank. Ayes: Hensley, Taglia, Clampit. Motion Carried

Staff recommended investing the remaining \$113,000 in a CD for a period of 3 months. Trustee Clampit made a motion, seconded by Trustee Taglia to approve the investment of \$113,000 in a CD for a period of three months. Ayes: Hensley, Taglia, Clampit. Motion Carried

In light of the shortage of banks offering Certificates of Deposit staff requested authorization to invest in Treasury Bills when the need arises. Trustee Hensley made a motion, seconded by Trustee Clampit to authorize staff to invest in treasury bills as needed. Ayes: Hensley, Taglia, Clampit. Motion Carried

2021 Attorney Fees: The district received a letter from Attorney Robert Kay regarding the fees charged by his firm for calendar year 2021. The letter stated that the retainage fee remains at \$400. This amount has not changed since 1996. Attorney Kay's hourly rate was raised by \$5 for calendar year 2021 to a total of \$245 per hour. Trustee Hensley made a motion, seconded by Trustee Taglia to approve the attorney fees for calendar year 2021. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Low Voltage Switch Gear Pay Application #12: Engineer Mark Halm presented pay estimate #12 for the LVSG/MCC project. The request was in the amount of \$62,375.35. Trustee Clampit moved, seconded by Trustee Taglia to approve the pay application in the amount \$62,375.35 as presented. Ayes: Hensley, Clampit. Motion carried.


Manager's Report – January 2021: Manager Listwan presented his report for the month of January. Trustee Taglia moved, seconded by Trustee Clampit to approve the Manager's Report for January 2021 and place it on file. Ayes: Hensley, Taglia, Clampit. Motion carried.


Water Meter Intergovernmental Agreement:

Business Administrator Hoving presented the final draft of the Intergovernmental Agreement (IGA) between the district and the Village of Villa Park for the water meter software cost sharing. Mr. Hoving stated that the agreement benefits all parties involved including the residents of the village. In exchange for a yearly payment the district will have access to the villages water meter software in order to obtain reads for billing purposes. This ability will eventually allow the district to obtain the reads on their own and to bill residents in a timely manner rather than waiting for the village to send the reads. The initial term of the agreement is for five years at a total cost of \$77,500. Trustee Taglia made a motion; seconded by Trustee Clampit to approve the IGA with the Village of Villa Park for access to the water meter reading software in exchange for a yearly fee. Ayes: Hensley, Taglia, Clampit. Motion Carried

Meeting Adjourned

Trustee Taglia moved, seconded by Trustee Clampit to adjourn the meeting at 6:47 p.m. Ayes: Hensley, Taglia, Clampit. Motion carried.

APPROVED 
Raymond E. Hensley, President

ATTEST 
Troy Clampit, Clerk

Prepared by: Ray Hoving, Business Administrator