

**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 JULY 20, 2020.**

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

Public Participation: Business Administrator Hoving read a letter from the owner of 8 & 12 E Terrace St. The owner was requesting forgiveness for his late fees in the amount of \$50.00 and \$40.28 due to troubles collecting rent from his tenants since the start of the pandemic. The owner paid his principal balance in full while awaiting the board's decision. Trustee Hensley moved to waive the late fees, seconded by Trustee Clampit. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Minutes Approved: Trustee Clampit moved, seconded by Trustee Taglia to approve the minutes of the Regular Meeting of June 15, 2020. 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 July 20, 2020 in the amount of \$238,181.19 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 July 20, 2020. The list represented a total of 286 customers that were past due in the amount of \$36,472.46. Due to the Covid-19 pandemic the district will continue to refrain from terminating customers water service. Trustee Clampit moved, seconded by Trustee Taglia to approve the water shut off list dated July 20, 2020 as presented. Ayes: Hensley, Taglia, Clampit. Motion carried.

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

Investment Recommendations:

Improvement Fund – Business Administrator Hoving recommended transferring the CD maturing on July 29, 2020 to the Improvement Fund Checking account at 5/3 Bank. The funds will be used for the Low Voltage Switch Gear/Motor Control Center Electrical project. Trustee Taglia moved, seconded by Trustee Clampit to transfer the CD maturing on July 29, 2020 in the amount of \$61,000.00 plus interest to the Improvement Fund. Ayes: Hensley, Taglia, Clampit. Motion Carried.

FY 2019-2020 Draft Audit: Business Administrator Hoving presented the first draft of the FY 2019 – 2020 audit. The audit which was completed by Selden Fox of Oak Brook IL was completed at the end of June. It is expected that the final draft will be ready in August or early September.

Low Voltage Switch Gear Pay Application #5: Engineer Mark Halm presented pay estimate #4 for the LVSG/MCC project. The request was in the amount of \$114,704.48. Trustee Clampit moved, seconded by Trustee Taglia to approve the pay application in the amount \$168,195.54 as presented. Ayes: Hensley, Clampit. Motion carried.

LVSG/MCC Change Order #1: Engineer Halm presented change order #1 for the ongoing electrical project to the board for approval. The change order is necessitated by the deterioration of the piping to the grit washer. The change order will increase the contract by \$27,502.00. Trustee Taglia made a

motion, seconded by Trustee Clampit to approve the change order in the amount of \$27,502.00. Ayes: Hensley, Clampit. Motion carried.


Manager's Report-June 2020: Manager Listwan presented his report for the month of June. Trustee Clampit moved, seconded by Trustee Taglia to approve the Manager's Report for June 2020 and place it on file. Ayes: Hensley, Taglia, Clampit. Motion carried.


Sludge Drying Bed Valve Replacement: Manager Listwan requested approval to replace a broken valve in the piping system that feeds the sludge drying beds. The quote for the project was given by Independent Mechanical, the general contractor that is on-site doing the electrical project. Trustee Taglia moved, seconded by Trustee Clampit to authorize Manager Listwan to complete the work. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Air Conditioning Unit-Lab: Manager Listwan presented multiple proposals from HVAC contractors for the replacement of the lab air conditioning unit. Trustee Clampit moved, seconded by Trustee Hensley to authorize Manager Listwan to replace the air conditioning unit. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Meeting Adjourned

Trustee Taglia moved, seconded by Trustee Clampit to adjourn the meeting at 6:45 p.m. Ayes: Hensley, Taglia, Clampit. Motion carried.

APPROVED 
Raymond E. Hensley, President

ATTEST 
Troy Clampit, Clerk

Prepared by: Ray Hoving, Business Administrator