

**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 JUNE 15, 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 Mickey's Linen requesting the late fee of \$804.25 that was assessed to be waived. The trustees discussed the situation and stated that due to the financial hardship and difficulties of coordinating work from home with employees that waiving the fee is warranted. 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 May 18, 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 June 15, 2020 in the amount of \$711,404.14 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 June 15, 2020. The list represented a total of 336 customers that were past due in the amount of \$54,535.20. 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 June 15, 2020 as presented. Ayes: Hensley, Taglia, Clampit. Motion carried.

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

Investment Recommendations: Business Administrator Hoving recommended the following CD's be reinvested upon maturity.

Debt Service Ph 4 – Trustee Taglia moved, seconded by Trustee Clampit to re-invest the CD maturing on June 30, 2020 in the amount of \$250,000.00 plus interest for a period of three months. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Debt Service Ph 4 – Trustee Clampit moved, seconded by Trustee Taglia to re-invest the CD maturing on June 30, 2020 in the amount of \$160,000.00 plus interest for a period of three months. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Debt Service Ph 5 – Trustee Clampit moved, seconded by Trustee Taglia to re-invest the CD maturing on July 5, 2020 in the amount of \$238,000.00 plus interest for a period of three months. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Ratification of Professional Services Contract-Third Millennium Associates: Business Administrator Hoving presented the final draft of the professional services contract with Third Millennium Associates of Warrenville, IL to graphically produce and mail the districts utility bills. Trustee Taglia moved, seconded by Trustee Clampit to accept the contract language as presented and authorized staff to sign the contract. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Low Voltage Switch Gear Pay Application #4: Engineer Mark Halm presented pay estimate #4 for the LVSG/MCC project. The request was in the amount of \$138,384.20. 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.

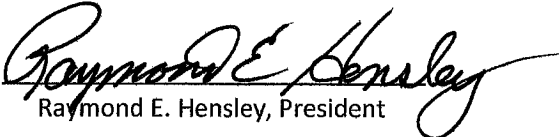
Manager's Report-May 2020: Manager Listwan presented his report for the month of May. Trustee Clampit moved, seconded by Trustee Taglia to approve the Manager's Report for May 2020 and place it on file. Ayes: Hensley, Taglia, Clampit. Motion carried.

Sludge Hauling Contract Extension: Manager Listwan requested approval to sign a one-year contract extension with Synagro-WWT for the removal and hauling of the district's sludge. Trustee Clampit moved, seconded by Trustee Taglia to authorize the extension of the sludge hauling contract with Synagro-WWT. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Audit Engagement Letter: Manager Listwan presented the audit engagement letter from Selden Fox. This letter once signed authorizes Selden Fox to begin work on the FY 2020 audit. The board approved a three-year contract with Selden Fox in 2018 to cover the FY 2019, 2020 & 2021 audits. Trustee Taglia moved, seconded by Trustee Clampit to authorize Manager Listwan to sign the audit engagement letter with Selden Fox. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Meeting Adjourned

Trustee Taglia moved, seconded by Trustee Clampit to adjourn the meeting at 6:41 p.m. Ayes: Hensley, Taglia, Clampit. Motion carried.

APPROVED 
Raymond E. Hensley, President

ATTEST 
Troy Clampit, Clerk

Prepared by: Ray Hoving, Business Administrator