

**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 MAY 18, 2020.**

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

Public Participation: Business Administrator Hoving read an email from a property owner (315, 319 & 320 N Yale Ave) disputing her late charges claiming that the district's online payment provider, Payment Service Network, showed a zero balance. Mr. Hoving stated that there were issues with the online system not showing customers correct balances. The trustees agreed that the customer was not at fault for missing the payment due date. Trustee Taglia moved to waive the late fees, seconded by Trustee Clampit. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Election of Officers:

President: Trustee Clampit made motion to nominate Raymond Hensley President of the Board of Trustees for FY 2020-2021, Seconded by Trustee Taglia. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Vice President: Trustee Hensley made motion to nominate Robert Taglia Vice President of the Board of Trustees for FY 2020-2021, Seconded by Trustee Clampit. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Clerk: Trustee Taglia made motion to nominate Troy Clampit Clerk of the Board of Trustees for FY 2020-2021, Seconded by Trustee Hensley. Ayes: Hensley, Taglia, Clampit. Motion Carried.

District Appointments:

District Attorney: Trustee Hensley made a motion to appoint Robert T.C. Kay as the Salt Creek Sanitary District Attorney for FY 2020-2021, Seconded by Trustee Taglia. Ayes: Hensley, Taglia, Clampit. Motion Carried.

District Engineer: Trustee Hensley made a motion to appoint Mark Halm of Deuchler Engineering as the Salt Creek Sanitary District Engineer for FY 2020-2021, Seconded by Trustee Clampit. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Assistant Clerk: Trustee Hensley made a motion to appoint Ray Hoving as the Salt Creek Sanitary District Assistant Clerk for FY 2020-2021, Seconded by Trustee Clampit. Ayes: Hensley, Taglia, Clampit. Motion Carried.

FOIA Officers: Trustee Taglia made a motion to appoint Ray Hoving and Jim Listwan as the Salt Creek Sanitary District Freedom of Information Act officers for FY 2020-2021, Seconded by Trustee Hensley. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Roll Call of 2020-2021 Officers: Raymond Hensley, President, Robert Taglia, Vice-President and Troy Clampit, Clerk

Minutes Approved: Trustee Clampit moved, seconded by Trustee Hensley to approve the minutes of the Regular Meeting of April 20, 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 May 18, 2020 in the amount of \$298,095.12 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 May 18, 2020. The list represented a total amount due to the district of \$13,891.56. 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 May 18, 2020 as presented. Ayes: Hensley, Taglia, Clampit. Motion carried.

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

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

Corporate Fund – Trustee Taglia moved, seconded by Trustee Clampit to re-invest the CD maturing on June 10, 2020 in the amount of \$208,000.00 plus interest for a period of three months. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Low Voltage Switch Gear Pay Application #3: Engineer Mark Halm presented pay estimate #3 for the LVSG/MCC project. The request was in the amount of \$168,195.54. Work included the installation of electrical conduit, windows and masonry work. Trustee Clampit moved, seconded by Trustee Hensley to approve the pay application in the amount \$168,195.54 as presented. Ayes: Hensley, Clampit. Motion carried.

Manager's Report-April 2020: Manager Listwan presented his report for the month of April. Trustee Clampit moved, seconded by Trustee Taglia to approve the Manager's Report for April 2019 and place it on file. Ayes: Hensley, Taglia, Clampit. Motion carried.

Life Insurance Renewal: Business Administrator Hoving presented the proposal from MetLife to renew the District's life insurance from July 1, 2020 through June 30, 2021. He stated that the carrier is holding rates at their current level and the district budgeted for a 5% increase for FY 2020-2021 and that the district pays \$290.96 per month. Trustee Clampit moved, seconded by Trustee Taglia to authorize the renewal of the life insurance with MetLife. Ayes: Hensley, Taglia, Clampit. Motion Carried.

Meeting Adjourned

Trustee Taglia moved, seconded by Trustee Clampit to adjourn the meeting at 6:39 p.m. Ayes: Hensley, Taglia, Clampit. Motion carried.



APPROVED _____
Raymond E. Hensley, President



ATTEST _____
Troy Clampit, Clerk

Prepared by: Ray Hoving, Business Administrator