

**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 NOVEMBER 16, 2020.**

**The Regular Meeting was called to order by Trustee Hensley at 6:05 p.m.:** Present: Trustees, Raymond Hensley – President. Also, present: Manager Jim Listwan, Business Administrator Ray Hoving. Present via Video Conference, Robert Taglia-Vice President, Troy Clampit – Clerk, Engineer Mark Halm and Attorney Robert Kay.

**Public Participation:** Business Administrator Hoving read a letter from the resident at 16 W. Kenilworth that requested her late fees in the amount of \$46.06 be reversed. The resident has paid her account in full but minus the late charges stating that her mail delivery has been greatly impacted during the covid-19 crisis. Trustee Taglia moved, seconded by Trustee Clampit to waive the late fees in the amount \$46.06. Ayes: Hensley, Taglia, Clampit. Motion Carried.

**Minutes Approved:** Trustee Taglia moved, seconded by Trustee Clampit to approve the minutes of the Regular Meeting of October 19, 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 November 16, 2020 in the amount of \$321,851.28 and to pay when funds are available prior to their due date. Ayes: Hensley, Taglia, Clampit. Motion carried.

At approximately 6:15 Attorney Robert Kay requested that the meeting be recorded due to the fact that there was only one board member present in person. He stated that remote attendance is allowed due to the Covid-19 crisis however, the meeting should be recorded and that the meeting should be restarted once recording had started. At this time Manager Listwan began recording the meeting via the go to meeting application.

**The Regular Meeting was re-called to order by Trustee Hensley at 6:15 p.m.:** Present: Trustees, Raymond Hensley – President. Also, present: Manager Jim Listwan, Business Administrator Ray Hoving. Present via Video Conference, Robert Taglia-Vice President, Troy Clampit – Clerk, Engineer Mark Halm and Attorney Robert Kay.

**Public Participation:** Trustee Taglia moved, seconded by Trustee Clampit to waive the late fees in the amount \$46.06. Ayes: Hensley, Taglia, Clampit. Motion Carried.

**Minutes Approved:** Trustee Taglia moved, seconded by Trustee Clampit to approve the minutes of the Regular Meeting of October 19, 2020. Ayes: Hensley, Taglia, Clampit. Motion carried.

**Bill Listing:** Trustee Taglia moved, seconded by Trustee Clampit to approve the bill listing dated November 16, 2020 in the amount of \$321,851.28 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 November 16, 2020. The list represented a total of 154 customers that were past due in the amount of \$43,425.82. Trustee Clampit moved, seconded by Trustee Taglia to approve the shut-off list dated November 16, 2020 and directed staff to resume the water shut-off process. Ayes: Hensley, Taglia, Clampit. Motion carried.

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

**Calendar Year 2021 Health Insurance Renewal:**

Business Administrator Hoving presented the proposal for the 2021 health insurance renewal prepared by Alper Services. The rates for the district increased by approximately 6% from last year though this was substantially lower than the average increase of approximately 10-15% according to Alper. Business Administrator Hoving recommended renewing the current plan which includes a high deductible PPO with an H.S.A contribution and a traditional HMO. Trustee Clampit moved, seconded by Trustee Taglia to renew the health insurance based on the proposal from Alper for calendar year 2021. Ayes: Hensley, Taglia, Clampit. Motion Carried.

**Low Voltage Switch Gear Pay Application #9:** Engineer Mark Halm presented pay estimate #9 for the LVSG/MCC project. The request was in the amount of \$146,367.46. Trustee Clampit moved, seconded by Trustee Taglia to approve the pay application in the amount \$146,367.46 as presented. Ayes: Hensley, Clampit. Motion carried.

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

**Water Meter Intergovernmental Agreement:** The board received an update from staff regarding the Intergovernmental Agreement with the Village of Villa Park for the cost sharing of the water meter reading hardware and software. Mr. Hoving stated that he received an explanation for the increased cost for the software. He further stated that the system was operational for the Village as of September 15, 2020 however the village was still trouble-shooting some issues with the meter read up-loads. Mr. Hoving stated that he would like to discuss the inter-governmental agreement with village personnel prior to moving forward and would present an update at the December board meeting.

**Meeting Adjourned**

Trustee Clampit moved, seconded by Trustee Taglia to adjourn the meeting at 6:55 p.m. Ayes: Hensley, Taglia, Clampit. Motion carried.

APPROVED Raymond E. Hensley  
Raymond E. Hensley, President

ATTEST Troy Clampit  
Troy Clampit, Clerk

Prepared by: Ray Hoving, Business Administrator