

**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 OCTOBER 19, 2020.**

**The Regular Meeting was called to order by Trustee Hensley at 6:03 p.m.:** Present: Trustees, Raymond Hensley – President, and Troy Clampit - Clerk. Also, present: Manager Jim Listwan, Business Administrator Ray Hoving and Engineer Mark Halm. Present via Video Conference, Robert Taglia-Vice President and Attorney Robert Kay.

**Public Participation:** There were no members of the public present.

**Minutes Approved:** Trustee Clampit moved, seconded by Trustee Taglia to approve the minutes of the Regular Meeting of September 21, 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 October 19, 2020 in the amount of \$250,583.33 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 October 19, 2020. The list represented a total of 202 customers that were past due in the amount of \$40,817.90. Trustee Clampit moved, seconded by Trustee Taglia to approve the shut-off list dated October 19, 2020 and directed staff to resume the water shut-off process. Ayes: Hensley, Taglia, Clampit. Motion carried.

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

**Investment Recommendations:**

**Corporate Fund** – Business Administrator Hoving recommended re-investing the CD maturing on September 25, 2020 in the amount of \$177,000.00 plus interest for a period of three months. Trustee Taglia moved, seconded by Trustee Clampit to re-invest the CD maturing on September 25, 2020 in the amount of \$177,000.00 for a period of six months. Ayes: Hensley, Taglia, Clampit. Motion Carried.

**Replacement Fund** - Business Administrator Hoving recommended re-investing \$145,000 of the CD that matured on October 9, 2020 in the amount of \$245,000.00 for a period of three months. The remaining \$100,000 is recommended to be transferred to the Replacement Fund checking account to be used for the LVSG/MCC project. Trustee Clampit moved, seconded by Trustee Taglia to re-invest \$145,000 of the CD that matured on October 9, 2020 in the amount of \$245,000.00 with the remainder being transferred to the Replacement Fund checking account. Ayes: Hensley, Taglia, Clampit. Motion Carried.

**Debt Service Fund (Phase 4)** - Business Administrator Hoving recommended re-investing the CD maturing on October 16, 2020 in the amount of \$250,000.00 plus interest for a period of six months. Trustee Clampit moved, seconded by Trustee Taglia to re-invest the CD maturing on October 16, 2020 in the amount of \$250,000.00 for a period of six months. Ayes: Hensley, Taglia, Clampit. Motion Carried.

**Improvement Fund** - Business Administrator Hoving recommended re-investing the CD maturing on November 9, 2020 in the amount of \$113,000.00 plus interest for a period of six months. Trustee Clampit moved, seconded by Trustee Taglia to re-invest the CD maturing on October 15, 2020 in the amount of \$113,000.00 for a period of three months. Ayes: Hensley, Taglia, Clampit. Motion Carried.

**Low Voltage Switch Gear Pay Application #8:** Engineer Mark Halm presented pay estimate #8 for the LVSG/MCC project. The request was in the amount of \$126,832.40. Trustee Clampit moved, seconded by Trustee Taglia to approve the pay application in the amount \$126.832.40 as presented. Ayes: Hensley, Clampit. Motion carried.

**Construction Engineering Contract Addendum:** Engineer Halm presented a memo to the board formally requesting an addendum to the engineering services agreement for the Low Voltage Switch Gear/Motor Control Center project. Mr. Halm stated that the original proposal anticipated approximately \$10,000/month in construction engineering however due to the technical and complex nature of the project Deuchler staff have been required to be on site more to observe and coordinate the project for the district. Mr. Halm requested an additional \$30,000 to be added to the contract. Trustee Clampit noted that it was a 25% increase over the original cost projection. Trustee Taglia moved, seconded by Trustee Clampit to approve the engineering contract addendum in the amount of \$30,000 for the LVSG/MCC project. Ayes: Hensley, Taglia, Clampit. Motion carried.


**Manager's Report – September 2020:** Manager Listwan presented his report for the month of September. Trustee Clampit moved, seconded by Trustee Taglia to approve the Manager's Report for September 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 he received an email from Villa Park Public Works Director Michael Guerra with a revised IGA. The email also requested that payment be made prior to the end of the calendar year. Mr. Hoving stated that he reviewed the revised IGA and noticed that the overall cost to the district increased by almost 50%. Mr. Hoving went on to say that he replied to the public works director on September 30 with a few questions and that as of this time he has not received a response. Mr. Hoving recommended that no action be taken until a response is received from the village explaining the increase in cost as well as why there was no communication about the status of the project until after it was completed. Attorney Bob Kay noted that there was language in the IGA that had been changed and would need to be discussed specifically pointing out the cost share of additional upgrades to the software and the paragraph that details what should happen if the district does not renew the agreement with the village. Trustee Hensley and Taglia agreed with Mr. Hoving to hold off on any further discussion until the village responds. Trustee Clampit stated that he still believes the IGA is a good idea but agreed that more information should be provided.

**Meeting Adjourned**

Trustee Clampit moved, seconded by Trustee Taglia to adjourn the meeting at 6:43 p.m. Ayes: Hensley, Taglia, Clampit. Motion carried.

APPROVED   
Raymond E. Hensley, President

ATTEST   
Troy Clampit, Clerk

Prepared by: Ray Hoving, Business Administrator