

**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 APRIL 17, 2017**

**Public Hearing** Public Hearing was called to order by President Hensley at 6:00 p.m. President Hensley stated that the purpose of the Public Hearing was for public comment of the Proposed Budget and Appropriation for FY 17/18. Notice of said hearing was published in the Villa Park Review newspaper on March 16, 2017. No one from the public was present for comment. The public hearing was adjourned at 6:01 p.m. by motion made by Trustee Dewyer, seconded by Trustee Keating. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Regular Meeting was called to order at 6:01p.m.** Present: Trustees, Raymond Hensley: President, Dennis Keating: Vice-President and William Dewyer: Clerk. Also present: Manager Jim Listwan, Business Admin. Debbie Seaton, Engineer Mark Halm and Attorney Bob Kay.

**Minutes Approved** Trustee Dewyer moved, seconded by Trustee Hensley to approve the minutes of the Regular Scheduled Meeting of March 20, 2017 Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Bill Listing** Review and discussion ensued. Trustee Keating moved, seconded by Trustee Dewyer to approve the bill listing dated April 17, 2017 and to pay when funds are available prior to their due date. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Loan Disbursement #4** Trustee Hensley moved, seconded by Trustee Dewyer to approve Loan Disbursement #4 in the amount of \$248,322.11 for Digester Cover Project. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Water Shut-Off List** Trustee Dewyer moved, seconded by Trustee Keating to approve the water shut off list dated April 2017. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Reconciliation Report/March 2017** Bus. Admin. Seaton presented the March Reconciliation report for review and discussion. Trustee Keating moved, seconded by Trustee Dewyer to approve the Reconciliation report as of March 31, 2017. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Investment Maturing** Recommendation to transfer \$180M from a \$280M Replacement Fund CDAR Maturing on May 18, 2017 and invest the remaining \$100M for 1 year. Trustee Dewyer moved, seconded by Trustee Hensley to approve the CDAR investment as presented. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Manager's Report/March** Manager Listwan presented his report for the month of March.

Manager Listwan discussed plant operations and a meeting with Village staff regarding meter reading software. Trustee Dewyer moved, seconded by Trustee Keating to approve the Manager's Report for March 2017 and place it on file. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Sludge Hauling Contract** Manager Listwan presented a 3 year contract from Synagro for sludge hauling services. Trustee Keating moved, seconded by Trustee Dewyer to approve and authorize the execution of the Synagro material management agreement with revisions as deemed necessary by the District's attorney, without submitting the contract to competitive public bidding in light of the Board's finding, upon advice of the Plant Manager, that the contract is not adapted to competitive bidding for the reason that there are no other reliable competitors who have the skill, ability and fitness to properly collect, track, haul and deliver sludge and biosolids to farmland application sites in compliance with laws and regulations. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Plant insurance** Manager Listwan received two quotes for plant insurance. After a review of coverage, Manager Listwan recommended accepting a quote in the amount of \$32,000 from Travelers Insurance company along with switching our current broker A.J Gallagher to Gary Pikel of Williams-Manny Insurance Company as of May 1, 2017. Coverage will include Property, Equipment Breakdown, Crime, General Liability, Auto, Umbrella, Employment Benefits and Public Officials Liability for 1 year. Trustee Dewyer moved, seconded by Trustee Keating to approve Travelers Insurance with Williams-Manny Insurance Company for 1 year. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Budget/Appropriation Ordinance #541**, Budget/Appropriation Ordinance for FY 17/18 was presented for approval. Total amount to be appropriated is \$11,884,575 effective May 1, 2017. Trustee Hensley moved, seconded by Trustee Dewyer to approve Ordinance #541 as FY 17/18 Budget. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

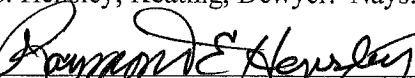
**User Rate Increase Ordinance #542** Trustee Dewyer moved, seconded by Trustee Hensley to approved Ordinance #542 an ordinance increasing the user rate from \$4.50 to \$4.84 of which \$.11 will be designated to the Corporate Operating Fund and \$.23 to Debt Service Funds, effective the first billing after May 1, 2017. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Capital Improvement Fee Increase – Ordinance #543** Trustee Dewyer moved, seconded by Trustee Hensley to approve Ordinance #543, an ordinance increasing the Capital Improvement fee from \$4.00 to \$5.00 per quarter effective the first billing after May 1, 2017. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

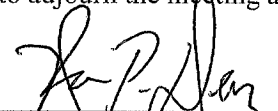
**FY 17/18 Meeting Dates** Bus. Admin. Seaton presented a list of meeting dates for FY 17/18 continuing with the 3<sup>rd</sup> Monday of each month unless otherwise stated. Trustee Hensley moved, seconded by Trustee Dewyer to approve the FY 17/18 Regular Scheduled Meeting dates as presented. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Meeting Adjourned** Trustee Dewyer moved, seconded by Trustee Hensley to adjourn the meeting at 7:21 p.m. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

APPROVED

  
Raymond Hensley, President

ATTEST

  
William Dewyer, Clerk

Prepared by Debbie Seaton, Bus. Admin.