

**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 DECEMBER 21, 2015**

Regular Meeting was called to order at 6:00 p.m. Present: Trustees, William Dewyer: President, Dennis Keating: Vice-President and Raymond Hensley: Clerk. Also present: Manager Jim Listwan, Business Admin. Debbie Seaton, Engineer Mark Halm. Attorney Bob Kay arrived at 6:08. Robert Wagner, Village of Villa Park Trustee arrived at 6:10. Kay McKeen from DuPage County SCARCE Organization arrived at 6:15 p.m.

Minutes Approved Trustee Hensley moved, seconded by Trustee Keating to approve the minutes of the Regular Scheduled Meeting of November 16, 2015. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

Bill Listing Review and discussion ensued. Trustee Keating moved, seconded by Trustee Hensley to approve the bill listing dated December 21, 2015 and to pay when funds are available prior to their due date. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

Water Shut-Off List Trustee Dewyer moved, seconded by Trustee Hensley to approve the water shut off list dated December 2015. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

Reconciliation Report Bus. Admin. Seaton presented the November Reconciliation report for review and discussion. Trustee Dewyer moved, seconded by Trustee Keating to approve the Reconciliation report as of November 30, 2015. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

Investment Maturing Trustee Dewyer moved, seconded by Trustee Keating to approve the reinvestment of 1 CDAR within the Replacement Fund and purchase a new CD within the Debt Service Ph. 4 fund. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

Employee Health Insurance A renewal quote from Blue Cross Blue Shield for employee health insurance effective January 1, 2016 was presented to the board along with comparison quotes from other carriers. After consideration it was recommended by Bus. Admin. Seaton to renew our current policy reflecting a 10.3% increase for the new policy year. Trustee Dewyer moved, seconded by Trustee Hensley approved the renewal of employees health insurance effective January 1, 2016 for 1 year term. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

IL-EPAY Program The District has offered an online credit card program through the State of Illinois E-Pay program since 2002. Recently the District contracted with Payment Service Network for online payments and e-bill program which offers a more flexible online payment processing program. Beginning February 2016 IL E-Pay will transfer its custodial banking to National Bank at which time the District will be charged a monthly maintenance fee. Bus. Admin. Seaton recommended to cancel its participation with IL-Epay effective February 1, 2016 to give customers sufficient notice to set up online bill payments with Payment Service Network. Trustee Dewyer moved, seconded by Trustee Hensley to approve the termination with IL-Epay program effective February 1, 2016. Fund balance will be transferred to Standard Bank General Fund in March after all payments have been cleared through US Bank. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

Attorney Updates Attorney Kay updated the board regarding the final arrangements for documents and payments regarding the Tertiary Filter Project. Mr. Kay stated he had been in contact this week with Hanover Insurance Company and documentation will be sent to Engineer Halm for approval of professional fees. Once reviewed a meeting will be set up to exchange final documentation for final payment.

Engineer Updates Engineer Halm presented a memorandum of design for the Digester Cover project to Manager Listwan as additional information regarding changes to the design specs.

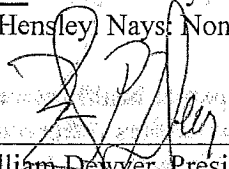

Manager's Report Manager Listwan presented his report for the month of November. Manager Listwan discussed the plant operation and elevated flow to the plant. Trustee Dewyer moved, seconded by Trustee Hensley to approve the Manager's Report for November 2015 and place it on file. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

SCARCE – Cooking Oil Collection Presentation Kay McKeen from SCARCE organization presented to the board a proposal to supply a 250 gallon tote for the district to collect used cooking oil from residents. Generating public awareness to avoid dumping grease and oil down the drain to prevent sewer backups and problems for the district operations. Robert Wagner also informed the board that the Village of Villa Park and other municipalities have been involved in the collection of used cooking oil and shared his experience in the public interest for the collection. Trustee Dewyer thanked both Ms. McKeen and Mr. Wagner and informed them that the board would consider the program and Manager Listwan would respond with a decision. Ms. McKeen and Mr. Wagner left the meeting at 6:39 p.m.

Workers Compensation Renewal Manager Listwan informed the board that he had received renewal rate from Illinois Public Risk Fund for the 2016 Workers Compensation Policy. This year's rate reflects a 17% increase primarily due to estimated payroll and claims. Trustee Dewyer moved, seconded by Trustee Hensley to accept Workers Compensation policy effective January 1, 2016. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

Consolidation Study Report – Draft Trustee Keating and Manger Listwan presented to the board a draft of the Consolidation Study Report by Burke Engineering that was delivered by Nick Kottmeyer and Chad Shaffer from DuPage Chairman's office. During the review Mr. Kottmeyer has requested the board to review the draft and respond within the next 30 days to any changes or comments the board would like to make. Discussion ensued regarding the contents of the report and concluded that Manager Listwan draft a memo to the county responding to any clarifications within the report along with opinions on future shared services that may benefit the District. A draft will be presented to the board at the January meeting for approval.

Meeting Adjourned Trustee Dewyer moved, seconded by Trustee Keating to adjourn the meeting at 7:10 p.m. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

APPROVED  William Dewyer, President ATTEST  Raymond Hensley, Clerk

Prepared by Debbie Seaton, Bus. Admin.