

**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 JANUARY 18, 2016**

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 and Attorney Bob Kay.

Minutes Approved Trustee Hensley moved, seconded by Trustee Dewyer to approve the minutes of the Regular Scheduled Meeting of December 21, 2015. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

Bill Listing Review and discussion ensued. Trustee Hensley moved, seconded by Trustee Dewyer to approve the bill listing dated January 18, 2016 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 January 2016. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

Reconciliation Report Bus. Admin. Seaton presented the December Reconciliation report for review and discussion. Trustee Dewyer moved, seconded by Trustee Keating to approve the Reconciliation report as of December 31, 2015. 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 requested a motion from the board for action to closeout Tertiary Filter Project with Maxim Construction and Hanover Insurance Co including the following:

- 1.** Closing of Maxim Contract.
- 2.** Setting a date for exchange of documents and payments final payment.
- 3.** Acceptance of payment in the amount of \$24,300 for reimbursement of professional service.
- 4.** Acceptance of indemnification for discrepancies between the final payment application and final value of the waivers/releases.
- 5.** Authorization of the Board President and Clerk to sign any required documentation to complete the closing process.

Trustee Dewyer moved, seconded by Trustee Hensley to approve the action to be taken to finalize Maxim/Hanover project. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

Attorney Kay presented a draft of the Districts Employee Personnel Manual for review. Discussion to take place at the next regular board meeting.

Engineer Updates Engineer Halm informed the board that a draft of the Digester Cover Phase V project will be submitted at the February meeting for review prior to submitting to IEPA for approval.

Manager's Report Manager Listwan presented his report for the month of December.

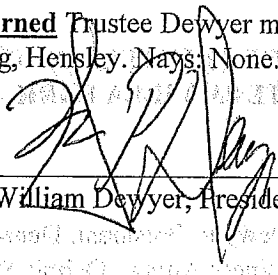
Manager Listwan discussed the renovation of the employee shower and the repair of a 3 inch drain line in the Administration Building.

The district will be participating in cooking oil recycling in conjunction with SCARCE, a resource recovery organization in Glen Ellyn IL.

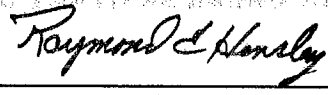
Trustee Dewyer moved, seconded by Trustee Keating to approve the Manager's Report for December 2015 and place it on file. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

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.