

**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 JULY 18, 2016.**

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

**Minutes Approved** Trustee Hensley moved, seconded by Trustee Dewyer to approve the minutes of the Regular Meeting of June 20, 2016. Ayes: Hensley, Keating and Dewyer. Nays: None. Motion carried.

**Bill Listing** Review and discussion ensued. Trustee Dewyer moved, seconded by Trustee Keating to approve the bill listing dated July 18, 2016 and to pay when funds are available prior to their due date. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Water Shut Off List** Bus. Admin. Seaton presented a list of delinquent accounts dated July 2016 requesting approval to proceed with water termination. Trustee Dewyer moved, seconded by Trustee Hensley to approve the water shut off list dated July 2016. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Reconciliation Report/June 2016** Bus. Admin. Seaton presented the June Reconciliation report for review and discussion. Trustee Keating moved, seconded by Trustee Dewyer to approve the Reconciliation report for June 2016 as presented. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Investment Maturing** Trustee Dewyer moved, seconded by Trustee Keating to approve the reinvestment of a Debt Service CD as presented. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Authorization to Attend Civic Symposium** Bus. Admin requested authorization for billing coordinator to attend Civic Symposium on September 15-16, 2016 in Wisconsin Dells, WI. This conference offers training of the Districts Utility Billing system and other components of everyday activities done by the billing coordinator. Trustee Dewyer moved, seconded by Trustee Hensley to authorize the attendance to Civic Symposium. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Engineer Updates** Engineer Mark Halm informed the board of the results of the Digester Cover Replacement project that took place on July 14, 2016 at the district. Four bids were received which all came in above the initial estimated project cost. Manager Listwan and Engineer Halm proceeded to explain where the under estimated cost came from which included additional modifications to the specs. Discussion as to funding the additional expenses were reviewed.

**Manager's Report/June 2016** Manager Listwan presented his report for the month June. Manager Listwan discussed plant operations and gave an update on the status of rebuilding the grit pump. Trustee Keating moved, seconded by Trustee Dewyer to approve the Manager's Report for June 2016 and place it on file. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Awarding of Digester Cover Replacement Project** After a review of four bids submitted for the Digester Cover Replacement Project Trustee Hensley moved, seconded by Trustee Keating to:

- a. Waive minor irregularities in the Williams Brothers Construction Inc. bid, including, but not limited to, the mistaken date on the published notice for disadvantaged business enterprises and the failure to provide costs for alternate items in the bid forms, since these irregularities are not material variances and do not provide an advantage to Williams Brothers Construction, Inc. over the other bidders and potential bidders and
- b. Direct Manager Listwan and Engineer Halm to issue the Notice of Intent to award the Phase V Project contract to Williams Brothers Construction, Inc. in the amount of \$6,870,000, subject to obtaining funds from Illinois state Revolving Loan Program (IEPA) for the full cost of the Project.

Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Awarding of Administration Building Window Replacement Project** Manager Listwan presented to the board the results of bids received on July 13, 2016 for replacement of windows in the Administration Bldg. Four bids were received and after a review of the bids Trustee Dewyer moved, seconded by Trustee Hensley to award the Window

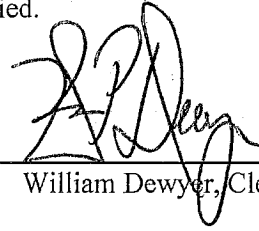
Replacement project to Replacement Window Systems (RWS) in the amount of \$30,172.00. Funds are available in the Replacement Fund for the project. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Meeting Adjourned** Trustee Dewyer moved, seconded by Trustee Keating to adjourn the meeting at 7:18 p.m. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.



APPROVED

Raymond Hensley, President



ATTEST

William Dewyer, Clerk

Prepared by Debbie Seaton, Bus. Admin.