

**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
JUNE 20, 2016**

The Regular Meeting was called to order by President Hensley at 6:00p.m. Present: Trustees: Raymond Hensley, President, William Dewyer, Clerk. Also present: Manager Jim Listwan, Business Administrator Debbie Seaton, Attorney Bob Kay, Engineer Mark Halm. Absent: Trustee, Dennis Keating.

Minutes Approved Trustee Dewyer moved, seconded by Trustee Hensley to approve the minutes of the Regular Meeting of May 16, 2016.
Ayes: Trustees: Hensley, Dewyer. Nays: None. Absent: Keating. Motion carried.

Bill Listing Review and discussion ensued. Trustee Hensley moved, seconded by Trustee Dewyer to approve the bill listing dated June 20, 2016 and to pay when funds are available prior to their due date.
Ayes: Hensley, Dewyer. Nays: None. Absent: Keating. Motion carried.

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

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

Investments Maturing Bus. Admin Seaton presented investments maturing within the Corporate and Debt Service Funds. Recommendation to renew as presented in the memo. Also recommended was a CDAR within the Improvement Fund for \$100M to be cashed in prior to its maturity date of January 26, 2017 and transfer to MB Financial Improvement checking account for budget expenses. Trustee Hensley moved, seconded by Trustee Dewyer to approve the investment recommendations as presented. Ayes: Hensley, Dewyer. Nays: None. Absent: Keating. Motion carried.

Customer request for Late Charge Removal Miceys Linen and Jasper Realty have requested a late charge credit applied to their April billing. Both owners stated that they had been having issues with postal services and were not aware of their quarterly billing until penalty bills were received. Due to the amount of late charge this request was presented to the board for approval. Both accounts reflect a good history. Trustee Hensley moved, seconded by Trustee Dewyer to approve the removal of late charges on these accounts as a 1 time occurrence. Ayes: Hensley, Dewyer. Nays: None. Absent: Keating. Motion carried.

Prevailing Wage Ordinance Attorney Kay presented **Ordinance #536**, Prevailing Wage Ordinance for approval. Trustee Hensley moved, seconded by Trustee Dewyer to approve Ordinance #536 for FY16/17 Prevailing Wage Ordinance. Ayes: Hensley, Dewyer. Nays: None. Absent: Keating. Motion carried.

Attorney Review of Engineer Contract Attorney Kay reviewed the contract submitted at the May board meeting for engineer services between the District and W E Deuchler Associates for the Digester Cover project. Attorney Kay submitted his opinion with approval.

Engineer Updates Engineer Halm presented a list of contractors that attended the mandatory meeting held on June 14, 2016 at the district for the Digester Cover project. A tour was given and questions were addressed regarding specs. Bid opening will be held at the District on July 14, 2016 at 10:00 a.m.

Manager's Report Manager Listwan presented his report for the month of May. Manager Listwan discussed the unexpected repairs made to primary #2 guide rails and plant operations. Trustee Dewyer moved, seconded by Trustee Hensley to approve the Managers Report for the month of May 2016. Ayes: Hensley, Dewyer. Nays: None. Absent: Keating. Motion carried.

Primary Tank #1 Trustee Hensley moved, seconded by Trustee Dewyer to postpone awarding bid for Primary Tank #1 rehab at this time to review budget items. To be discussed at a future board meeting date. Ayes: Hensley, Dewyer. Nays: None. Absent: Keating. Motion carried.

Admin. Bldg. Window & Door Bids Trustee Hensley moved seconded by Trustee Dewyer to reject bids received for the replacement of windows and doors for the Admin. Bldg. due to underestimated budgeted expense. Authorization was given to Manager Listwan to advertise to bid on replacement of Admin. Bldg. windows only. Ayes: Hensley, Dewyer. Nays: None. Absent: Keating. Motion carried.

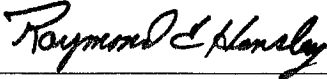
Change of September 2016 Board Meeting The board concurred to change the September 19, 2016 to September 13, 2016 at 6:00 p.m.

Personnel Policy Trustee Dewyer moved, seconded by Trustee Hensley to adopt Resolution 2016-02 amending the personnel manual. Ayes: Hensley, Dewyer. Nays: None. Absent: Keating. Motion carried.

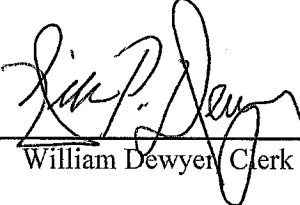
FY 16/17 Amended Budget After a review of the budget it is recommended by Manager Listwan to amend the FY16/17 budget. Trustee Dewyer moved, seconded by Trustee Hensley to Amend Budget & Appropriation Ordinance. Authorization was given to publish a notice of Public Hearing 30 days prior to August 15, 2016 at which time a public hearing will be held. Ayes: Hensley, Dewyer. Nays: None. Absent: Keating. Motion carried.

Meeting Adjourned Trustee Hensley moved, seconded by Trustee Dewyer to adjourn the meeting at 6:58p.m. Ayes: Hensley, Dewyer. Nays: None. Absent: Keating. Motion carried.

APPROVED


Raymond Hensley, President

ATTEST


William Dewyer, Clerk

Prepared by Debbie Seaton, Bus. Admin