

**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 MAY 16, 2016.**

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

**Election of Officers/Salt Creek Sanitary District for the FY 16/17**

Trustee Keating moved seconded by Trustee Dewyer to approve Raymond Hensley as President. Trustee Hensley moved, seconded by Trustee Dewyer to retain Trustee Keating as Vice-President. Trustee Hensley moved, seconded by Trustee Keating to approve Trustee Dewyer as Clerk. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

**Annual Appointments FY 15/16**

Trustee Dewyer moved, seconded by Trustee Hensley to appoint the following positions to represent Salt Creek Sanitary District for the FY 16/17:  
District Attorney: Robert Kay, P.C.  
District Engineer: Mark Halm, W. E. Deuchler Associates.  
Assistant Clerk: Debbie Seaton

Trustee Dewyer moved, seconded by Trustee Hensley to appoint Manager Listwan and Bus. Admin. Seaton as F.O.I.A officers for the District. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

Roll Call of Officers: Raymond Hensley, President, Dennis Keating, Vice-President, William Dewyer, Clerk.

**Minutes Approved** Trustee Hensley moved, seconded by Trustee Dewyer to approve the minutes of the Regular Meeting of April 18, 2016. Ayes: Hensley, Keating and Dewyer. Nays: None. Motion carried.

**Bill Listing** Review and discussion ensued. Trustee Hensley moved, seconded by Trustee Dewyer to approve the bill listing dated May 16, 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 May 2016 requesting approval to proceed with water termination. Trustee Dewyer moved, seconded by Trustee Hensley to approve the water shut off list dated May 2016. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

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

**Transfer Funds/Purchase CDAR** Bus. Admin. Seaton request authorization to transfer funds from MB Financial Replacement fund to Evergreen Bank in the amount of \$280M and purchase a CDAR for 1 year. Trustee Dewyer moved, seconded by Trustee Keating to approve the transfer of funds to purchase a CDAR for one year. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Discharge of Debtor** Bus. Admin Seaton request authorization from the board to write off a balance of \$376.07 due to receiving a Discharge of Debtor. Trustee Dewyer moved, seconded by Trustee Hensley to approve the write off to uncollectible accounts due to Discharge of Debtor. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Engineering Services for Digester Cover Project** Engineer Halm presented to the board a contract for engineering services for the Digester Cover Replacement project between Walter E Deuchler Associates and the District for approval. Estimated cost is \$429,000 based on a construction cost of \$5,363,000. Project due to advertise for construction on May 27, 2016. Trustee Dewyer moved, seconded by Trustee Hensley to approve the contract upon attorney's review. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Manager's Report/May 2016** Manager Listwan presented his report for the month May.


Manager Listwan discussed the amount of grit from the wet weather facility and the impact it is having on the grit equipment.

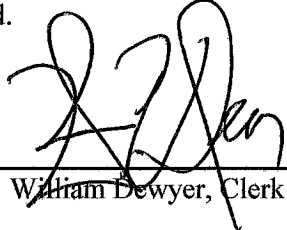
Trustee Dewyer moved, seconded by Trustee Hensley to approve the Manager's Report for May 2016 and place it on file. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Authorization to Bid Projects** Manager Listwan request authorization to advertise for bids on the Digester Cover Replacement Project, Replacement of Administration Building Windows and Doors and Primary Clarifier Equipment Replacement. Trustee Hensley moved, seconded by Trustee Dewyer to authorize advertising for three projects. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Plant Insurance Renewal** Trustee Hensley moved, seconded by Trustee Dewyer to ratify Manager Listwan's action of the plant insurance renewal of policies, effective May 1, 2016. Late renewals were received and presented to the board at the meeting. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

**Meeting Adjourned** Trustee Dewyer moved, seconded by Trustee Hensley to adjourn the meeting at 7:23 p.m. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

APPROVED   
Raymond E. Hensley, President

ATTEST   
William Dewyer, Clerk

Prepared by Debbie Seaton, Bus. Admin.