

**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 NOVEMBER 17, 2014.**

Regular Meeting was called to order at 6:00p.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. Public participants Mr. Ghazala and his son.

Public Participation Mr. Ghazala and his son appeared before the board to request a credit towards the unpaid balance of their tenant's bill which previously resided at 1042 S Euclid Ave. According to Mr. Ghazala attempts to collect the unpaid balance should have been enforced prior to his tenant moving out. Bus. Admin. Seaton explained that every attempt had been made to collect from the tenant with notices also being sent to the property owner. President Dewyer thanked Mr. Ghazala and his son for their attendance and advised them the board would take the matter under consideration and would be informed of the board's decision. Mr. Ghazala and his son left the meeting at 6:10 p.m. After discussion of collection procedures, the board concurred that every attempt was made and under the District's Ordinance 188 (User Charge Ordinance) that the property owner is responsible for tenants unpaid charges. The board did agree to remove late charges in the amount of \$29.36 that have been charged to the account. Trustee Dewyer moved, seconded by Trustee Hensley to approve the removal of \$29.36 and the balance of \$303.02 is the responsibility of the property owner. Ayes: Dewyer, Hensley, Keating. Nays: None. Motion carried.

Minutes Approved Trustee Hensley moved, seconded by Trustee Dewyer to approve the minutes of the Regular Meeting of October 20, 2014. 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 November 17, 2014 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 November 2014. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

Reconciliation Report/October 2014 Bus. Admin. Seaton presented the October Reconciliation report for review and discussion. Trustee Dewyer moved, seconded by Trustee Keating to approve the Reconciliation report as of October 31, 2014. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

2015 IMRF Employer Rate Bus. Admin. Seaton presented the 2015 IMRF Employer Contribution rate that will be effective January 2015 at 16.18%. Bus. Admin. Seaton suggested paying towards the District's unfunded liability within the next fiscal year to assist in reducing the employer rate going forward. Additional information will be presented to the board within the next few months for consideration.

Resolution 2014-01 Personnel Manual Amendment Attorney Kay presented a Resolution for approval of a revision to the personnel manual increasing the bonus amount for license certification which were approved within the FY 14/15 budget. Trustee Dewyer moved, seconded by Trustee Hensley to approve **Resolution 2014-01** a Revision to the Personnel Manual regarding amounts rewarded for class operator's license certification. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

Managers Authorization Based on the current Audit that gives the District a \$20,000 bidding threshold the board concurred to give Manager Listwan authorization to purchase up to \$20,000 before going out to bid for expenses incurred for the District. All expenses regardless of amount are approved by the board through approval of the monthly bill listing presented at the board meetings. Trustee Hensley moved, seconded by Trustee Keating. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

Engineer Updates Engineer Halm updated the board on punch list items that still need to be resolved prior to finalization of the Tertiary Building Project including damage to digester siding. Mr. Halm is hopeful that a final walk through will take place within the next 30 days to issue final pay request to IEPA.

Manager's Report/August Manager Listwan presented his report for the month of October.

Manager Listwan discussed the filter cleaning process proposed by the Kruger filter representatives along with an update on replacement of the filter cover doors.

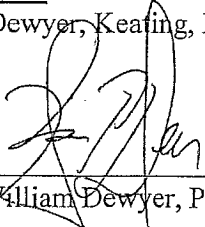
Manager Listwan issued a purchase order to Hach Inc. for a proprietary LDO controls for the new aeration turbo-blower. Trustee Dewyer moved, seconded by Trustee Hensley to approve the Manager's Report for October 2014 and place it on file. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

Safety Grant Award The District will be receiving a safety Grant Award in the amount of \$1,359 from Illinois Public Risk Fund based on no claims filed within 2014. Manager Listwan intends to use the funds to purchase safety and educational material.

December Board Meeting The regular scheduled board meeting of December 15, 2014 has been rescheduled to December 17, 2014 at 10:00 a.m.


Meeting Adjourned Trustee Keating moved, seconded by Trustee Hensley to adjourn the meeting at 7:30p.m. Ayes: Dewyer, Keating, Hensley. Nays: None. Motion carried.

APPROVED



William Dewyer, President

ATTEST



Raymond Hensley, Clerk

Prepared by Debbie Seaton, Bus. Admin.