

**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 21, 2016.**

The Regular Meeting was called to order by Trustee Hensley at 6:00 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 Keating moved, seconded by Trustee Dewyer to approve the minutes of the Regular Meeting of October 21, 2016. Ayes: Hensley, Keating and Dewyer. None. Motion carried.

Bill Listing Review and discussion ensued. Trustee Dewyer moved, seconded by Trustee Keating to approve the bill listing dated November 21, 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 November 2016 requesting approval to proceed with water termination. Trustee Dewyer moved, seconded by Trustee Hensley to approve the water shut off list dated November 2016. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

Reconciliation Report/October 2016 Bus. Admin. Seaton presented the October Reconciliation report for review and discussion. Trustee Dewyer moved, seconded by Trustee Keating to approve the Reconciliation report for October 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 Corporate Fund CDAR maturing on November 25, 2016 as presented. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

EE Health Insurance Renewal Bus. Admin. Seaton presented the renewal for employee's health Insurance effective January 1, 2017. The renewal consist of a 16% increase compared to last year. Manager Listwan and Bus. Admin. Seaton reviewed polices from other carriers and considered what changes may take place within the future. After discussion the board concurred to renew the employee's health insurance policy with BCBS. Trustee Hensley moved, seconded by Trustee Dewyer. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

Credit Card Policy by Resolution Attorney Kay presented a resolution updating the District's credit card policy to reflect a change in credit card provider from American Express to CITI. Trustee Dewyer moved, seconded by Trustee Hensley to approve **Resolution #2016-03** amending the District's Credit Card Policy. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

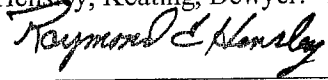
Engineer Updates Engineer Halm informed the board that he has received shop drawings regarding the Ph. 5 Digester replacement for review.

Manager's Report/October 2016 Manager Listwan presented his report for the month October. Manager Listwan discussed possible operational adjustments to the plant to enhance phosphorus removal and potential electrical service upgrades. Trustee Dewyer moved, seconded by Trustee Hensley to approve the Manager's Report for October 2016 and place it on file. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

December Board Meeting Rescheduled Trustee Hensley moved, seconded by Trustee Dewyer to change the December 19th meeting to December 12, 21016. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

Meeting Adjourned Trustee Hensley moved, seconded by Trustee Keating to adjourn the meeting at 7:25 p.m. Ayes: Hensley, Keating, Dewyer. Nays: None. Motion carried.

APPROVED


Raymond Hensley, President

ATTEST


William Dewyer, Clerk