

**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 OCTOBER 15, 2012.**

**Regular Meeting was called to order at 6:00 p.m.** Present: Trustees, Phillip Rodriguez, President; Dennis Keating, Vice-President and William Dewyer, Clerk. Also present: Manager Jim Listwan, Attorney Bob Kay, Business Administrator Debbie Seaton, Engineer Mark Halm. Also present: Bill Manos, Kappy's Restaurant and Villa Park Trustee Robert Taglia.

**Public Participation**

Bill Manos of Kappy's Restaurant and Villa Park Trustee Robert Taglia approached the board regarding a payment arrangement in lieu of water termination notice that was served at 10 E Roosevelt Rd. Mr. Manos explained to the board that due to construction in the area, business has dropped and requested a payment option to bring his account current. Mr. Taglia spoke on behalf of Kappy's Restaurant being a long time business owner within the community and asked that the board consider working with Mr. Manos. The Board thanked Mr. Manos and Mr. Taglia for attending and explained that the board would take the matter in consideration and a phone call would be made to Mr. Manos on Tuesday October 16, 2012 with the boards decision. Mr. Manos and Mr. Taglia left the meeting at 6:10 p.m. The board directed Business Administrator Seaton to draft a payment arrangement letter between Mr. Manos and SCSD to resolve the water termination notice.

**Minutes Approved** Trustee Dewyer moved, seconded by Vice-President Keating to approve the minutes of the Regular and Executive Session Meetings of September 17, 2012. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

Trustee Dewyer moved, seconded by Vice-President Keating approved the destruction of the closed session meeting tape of September 17, 2012 upon being held for 18 months. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

**Bill Listing** Review and discussion ensued. Vice-President Keating moved, seconded by Trustee Dewyer to approve the bill listing dated October 15, 2012 and to pay when funds are available prior to their due date. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

**Loan Disbursement** Trustee Dewyer moved, seconded by Vice-President Keating to approve the loan disbursement request with IEPA for the Phase 4 Tertiary Building project in the amount of \$128,555.89. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

**Water Shut Off List** Trustee Dewyer moved, seconded by Vice-President Keating to approve the water shut off list dated October 2012 with the exception of Kappy's Restaurant. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

**Reconciliation Report/September 2012** Bus. Admin. Seaton presented the September Reconciliation report for review and discussion. Vice-President Keating moved, seconded by Trustee Dewyer to approve the Reconciliation report dated September 2012. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

**ACH Authorization** DuPage County Recorders office is requesting that all invoices submitted by the county be paid by automatic withdrawal of funds. Bus. Admin. Seaton presented a request application form for approval. Trustee Dewyer moved, seconded by Vice-President Keating to approve the ACH for payment of recording fees invoiced by DuPage County Recorders office. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

**Bidding Threshold** Attorney Kay explained to the board his findings regarding the bidding threshold based on statute prior to GASB 34. Also inquiring as to the computation within the Districts current FY Audit report, the board has agreed with Seldon Fox's explanation to compute the bidding threshold based on 0.1% of fixed assets. The board directed Bus. Admin. Seaton to draft a policy adopting the districts bidding threshold as 0.10% of fixed assets, not to exceed \$20,000.00 to be presented at the November board meeting.

**Consultant Agreement** Attorney Kay presented a consultant agreement between SCSD and Retiree Frederick Dale for consideration. Vice-President Keating moved, seconded by Trustee Dewyer to approve a consulting agreement between SCSD and Frederick Dale. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

**Tertiary Building Update** Engineer Halm updated the board regarding the start up construction of the Tertiary Building project. Mr. Halm also submitted Maxim Constructions invoice in the amount of \$116,280.00 which has been reviewed for loan disbursement approval.

**Manager's Report/September 2012** Manager Listwan presented his report for the month September. We had our annual IEPA inspection. There was a discussion of possibly modifying certain areas of the plant to allow us a zero impact exemption to our storm water permit. A dollar an hour wage increase was granted to our maintenance department personnel. We were given the authorization to hire an operator trainee to fill a vacancy. Trustee Dewyer moved, seconded by Vice-President Keating to approve the Manager's Report for September 2012 and place it on file. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

**FY 11/12 Audit** Trustee Dewyer moved, seconded by Vice-President Keating to approve the FY 11/12 Audit as presented. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

**New Urban Development** Discussion ensued regarding the unpaid connection fees due the District regarding the property located at 260-264 E Kenilworth and 160-164 N Myrtle Ave. Repeated attempts have been made to resolve the outstanding debt. The board concurred to record a lien against the property in the amount of \$10,000.00 for unpaid connection fees since 2005. Trustee Dewyer moved, seconded by Vice-President Keating to record a lien against the referenced property. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

**Meeting Adjourned** President Rodriguez moved, seconded by Vice-President Keating to adjourn the meeting at 7:50 p.m. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

APPROVED



Phillip Rodriguez, President

ATTEST



William Dewyer, Clerk

Prepared by Debbie Seaton, Bus. Admin.