

**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 SEPTEMBER 17, 2012.**

**Regular Meeting was called to order by Trustee Rodriguez at 6:01 p.m.** Present: Trustees, Phillip Rodriguez, Dennis Keating and William Dewyer. Also present: Manager Fred Dale, Manager Jim Listwan, Attorney Bob Kay, Business Administrator Debbie Seaton, Engineer Mark Halm and Jerry Rafacz, CPA.

**Election of Officers/Salt Creek Sanitary District**

Trustee Keating moved, seconded by Trustee Dewyer to appoint Trustee Phillip Rodriguez as President. Trustee Rodriguez moved, seconded by Trustee Dewyer to appoint Trustee Dennis Keating as Vice-President. Trustee Rodriguez moved, seconded by Trustee Keating to appoint Trustee William Dewyer as Clerk. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

**Roll Call of Officers** Present: Trustees, Phillip Rodriguez; President, Dennis Keating; Vice-President and William Dewyer; Clerk.

**Appointments of other District Positions**

President Rodriguez moved, seconded by Vice-President Keating to appoint Manager Listwan as the Districts Ethics Officer. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried. Vice-President Keating moved, seconded by Trustee Dewyer to appoint Manager Listwan as F.O.I Officer for the District. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

**Minutes Approved** Trustee Dewyer moved, seconded by Vice-President Keating to approve the minutes of the Regular Meeting of August 13, 2012. Ayes: Rodriguez. Nays: None. Abstained: Keating and Dewyer due to non position on the board during the time in question.

**Bill Listing** Review and discussion ensued. Trustee Dewyer moved, seconded by Vice-President Keating to approve the bill listing dated September 17, 2012 and to pay when funds are available prior to their due date. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

**Draft FY 11/12 Audit** CPA Jerry Rafacz reviewed the draft of the FY 11/12 Audit and has concluded that the Audit represents an accurate statement of the Districts financial situation which is in good condition. A final audit report will be presented at the October meeting for approval. The board thanked Mr. Rafacz for his over view of the report. Mr. Rafacz left the meeting at 6:21 p.m.

**1<sup>st</sup> Quarter Budget Comparison** Bus. Admin. Seaton presented a 3 month budget comparison for the FY 12/13. After a review of various line items the District is on target with its expected budgetary figures.

**Water Shut Off List** Trustee Dewyer moved, seconded by Vice-President Keating to approve the water shut off list dated September 2012 presented by Bus. Admin. Seaton. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

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

**Bank Signature cards and Resolutions** New bank signatures cards and resolutions will be approved and signed authorizing Trustees and Manager as signers on all bank accounts held by the District. Vice-President Keating moved, seconded by Trustee Dewyer to authorize Trustees and Managers as signers on all bank accounts. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

**CDAR Purchase** Manager Listwan and Bus. Admin. Seaton recommended to the board to purchase 2 CDARs from the Improvement checking account in the amount of \$200M each for a 1 year investment term. Trustee Dewyer moved, seconded by President Rodriguez to purchase 2 CDARs in the amount of \$200M each for a 1 year term. 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 offered to send Trustee's Keating and Dewyer a presentation of the Tertiary building project to assist in understanding the steps the District has taken to date. Trustees concurred the information would be helpful.

**Manager's Report/August 2012** Manager Listwan presented his report for the month August. Quotes for the emergency generator cable were discussed. Both quotes exceeded the threshold dollar value for direct purchase. The Board directed Engineer Halm to draw up specifications for the cable. Trustee Dewyer moved, seconded by Vice-President Keating to approve the Manager's Report for August 2012 and place it on file. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

**HB 5319** Manager Listwan reported to the board that HB 5319 has passed giving Sanitary District's the authorization to sell treated wastewater. After further discussion, Trustee Dewyer moved, second by President Rodriguez to authorize Attorney Kay to research HB5319 and report back to the board his findings on the potential benefits and liabilities to the District this could have. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

**Resolution 2012-05** President Rodriguez read a resolution commending retiring Manager Frederick Dale for his 38 years of service to the District. In recognition of his dedication and service the completed Tertiary Building will be named the "Frederick Dale Tertiary Filter Building". Vice-President Keating moved, seconded by Trustee Dewyer to approve Resolution 2012-05. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.


**Trustees Announcements** President Rodriguez welcomed Dennis Keating and William Dewyer to the board as new Trustees serving the District. Best wishes from the board and staff were extended to retiring Manager Dale for his years of service and dedication to the District. This is Manager Frederick Dales last board meeting he will attend.

**Move to Closed Session** Trustee Dewyer moved, seconded by Vice-President Keating to move to Closed Session at 7:20 p.m. to discuss Manager Dale's final retirement and consultant contract. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

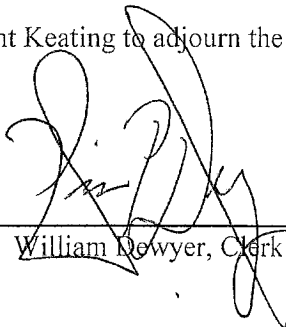
**Meeting Resumed** The regular meeting resumed at 7:38 p.m. Trustee Dewyer moved, seconded by Vice-President Keating to authorize Attorney Kay to draft a consultant contractual agreement between SCSD and Frederick Dale. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

**Meeting Adjourned** Trustee Dewyer moved, seconded by Vice-President Keating to adjourn the meeting at 7:39 p.m. Ayes: Rodriguez, Keating, Dewyer. Nays: None. Motion carried.

APPROVED

  
Phillip Rodriguez, President

ATTEST

  
William Dewyer, Clerk

Prepared by Debbie Seaton, Bus. Admin.