
**MINUTES OF THE REGULAR MEETING/PUBLIC HEARING
OF THE BOARD OF TRUSTEES
OF THE THORN CREEK BASIN SANITARY DISTRICT
HELD APRIL 17, 2024 AT 1:00 P.M.**



CALL TO ORDER

The meeting was opened with the Pledge of Allegiance.

The following trustees were present at the regular meeting of the Board of Trustees of the Thorn Creek Basin Sanitary District, held April 17, 2024:

Francisco Perez, President
Raymond C. Robertson, Vice President/Treasurer
Frank V. Alston, Sr., Clerk

Also present were: Vlado Vranjes, Attorney; and staff members: Jennifer Hindel, Executive Director; Lucas Streicher, Director of Operations; Jeremy Stubbs, Technical Services Director; Norma Cash, Finance Director; and Nora Rhein, Human Resource Coordinator.

GUESTS: None.

MINUTES

Trustee Alston Sr. made a motion, seconded by Trustee Robertson, approving the minutes of the regular meeting held on March 20, 2024, as presented. Motion unanimously carried.

PUBLIC COMMENT PERIOD

Trustee Perez asked for public comments. Individuals will be given the opportunity to address the Board of Trustees on matters related to the agenda. Each individual must state his or her name and will be limited to five minutes.

No comments were made.

DISBURSEMENTS

Trustee Alston Sr., made a motion, seconded by Trustee Robertson, that the accounts be allowed and warrants drawn on the Treasurer for payment of the same. Check numbers 60905 through 60987, and 10355 through 10356 were issued in the amount of \$419,234.82 for the Corporate Fund expenses, in the amount of \$209,238.83 for the Capital Improvement Fund expenses, and in the amount of \$54,400.00 for the Treatment Plant Upgrade Fund expenses. Motion unanimously carried.

FINANCIAL REPORT

Trustee Alston, Sr. made a motion, seconded by Trustee Robertson, approving the transfer of funds to the ILF account in the amount of \$300,000, upon need, as of April 17, 2024. Motion unanimously carried.

Trustee Robertson made a motion, seconded by Trustee Alston Sr., that the Financial Report be accepted as of March 31, 2024. Motion unanimously carried.

REPORTS OF OFFICERS

Legal Report

Attorney Vlado Vranjes reported:

- Attorney Vranjes had nothing to report.

Executive Director's Report

Executive Director Hindel reported:

- See below.

Operations Report

Director of Operations Lucas Streicher reported:

- All permit limits were met for both the main plant and the Homewood Excess Flow facility for the month of March. It was a busy month with considerably above average flows.
- There have been two excess days and one HEF discharge so far as well as substantial rainfall so far in April. This will be further discussed at the next board meeting.
- Overall, the plant is functioning very well at this time.
- See below.

Engineering Report

Technical Services Director Jeremy Stubbs reported:

- Two commercial/industrial connection permits were issued, for Starbucks and Chipotle, which are both in Chicago Heights.
- See below.

Finance Director's Report

Finance Director Norma Cash reported:

- Replacement Tax Revenues are usually received eight times per fiscal year. We have received five payments to date, a total of \$487,086 of a budgeted \$500,000.
- Revenue for flow-based Charges for services is 1.0% over budget.
- Other Charges (which includes suspended solids, TBODs, SO4 and Septic Haulers) are 29.4% or \$206,613 under budget.
- Net Income from all sources is 0.8% less over fiscal year-to-date budget.
- The total District reserve is \$779,838 as compare to \$1,077,459 last month. Budgeted reserve is a deficit of \$1,560,533.

PURCHASE OF SERVICES AND EQUIPMENT NOT REQUIRED TO BE BID

Tertiary Clarifier #4 Scum Trough Replacement

Presentation by Director of Operations Streicher of the following quotes for the replacement of the scum trough in the Tertiary Clarifier #4 at the main plant.

<u>Name</u>	<u>Amount</u>
Gaskill & Walton Construction Co.	\$25,800.00
Dahme Mechanical Industries	\$39,288.00

Trustee Robertson, made a motion, seconded by Trustee Alston Sr., to accept the quote for the replacement of the scum trough in the Tertiary Clarifier #4 at the main plant, from Gaskill & Walton Construction Co. the lowest responsible quote in the total amount of \$25,800. Motion unanimously carried.

REQUEST FOR AUTHORIZATION TO ADVERTISE FOR BIDS

None.

EMERGENCY PURCHASES

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Proposed Operating Budget – May 1, 2024 – April 30, 2025

Presentation by Executive Director Hindel of the proposed Operating Budget for the period of May 1, 2024 through April 30, 2025.

Trustee Robertson made a motion, seconded by Trustee Alston Sr., to accept the Operating Budget and to authorize the Executive Director to publish the Notice of Public Hearing for the proposed Budget and amendments to the Ordinance Establishing A User Charge System, to be held on May 15, 2024, at 1:00 p.m., and that this publication shall be made in the Daily Southtown newspaper. Motion unanimously carried.

Geotechnical Engineering Services – Biosolids Improvement Project

Presentation by Technical Service Director Stubbs of the following quotes for geotechnical engineering services for work relating to the Biosolids Improvement Project.

<u>Name</u>	<u>Amount</u>
Midland Standard Engineering & Testing, Inc.	\$46,171.00
SEECO Consultants, Inc.	\$54,538.00
Terracon Consultants, Inc.	\$55,850.00
ECS Midwest, LLC	\$68,000.00


Trustee Robertson made a motion, seconded by Trustee Alston Sr., to accept the quote for geotechnical engineering services for work relating to the Biosolids Improvement Project, from Midland Standard Engineering & Testing, Inc., the lowest responsible quote in the total amount of \$46,171.00. Motion unanimously carried.

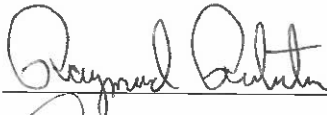
ADJOURNMENT

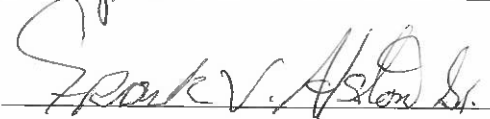
Trustee Robertson made a motion, seconded by Trustee Alston Sr., that the meeting be adjourned. Meeting adjourned at 1:47 p.m.


CLERK

APPROVED:


PRESIDENT


TRUSTEE


TRUSTEE