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**MINUTES OF THE REGULAR MEETING/PUBLIC HEARING  
OF THE BOARD OF TRUSTEES  
OF THE THORN CREEK BASIN SANITARY DISTRICT  
HELD MAY 15, 2024 AT 1:00 P.M.**

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**CALL TO ORDER**

The following trustees were present at the regular meeting of the Board of Trustees of the Thorn Creek Basin Sanitary District, held May 15, 2024:

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

Also present were: Eric T. Stach, Attorney; and staff members: Jennifer Hindel, Executive Director (remote call); Lucas Streicher, Director of Operations; Jeremy Stubbs, Technical Services Director; Norma Cash, Finance Director; and Nora Rhein, Human Resource Coordinator.

**GUESTS:** None.

**ELECTION OF OFFICERS**

The President, acting as Chairman, called for the nomination and election of officers for the new fiscal year.

The Board of Trustees shall elect one of their number as President, one of their number as Vice President, and from within or outside their membership, a Treasurer, a Clerk and an Assistant Clerk.

Trustee Robertson made a motion, seconded by Trustee Alston Sr., that Attorney Stach be named Chair for the purpose of nomination and election of officers.

Trustee Robertson nominated and Trustee Alston, Sr. seconded Francisco Perez for the office of President. Trustee Alston, Sr. nominated and Trustee Perez seconded Raymond C. Robertson for the office of Vice President. Trustee Perez nominated and Trustee Alston Sr. seconded Raymond C. Robertson for the office of Treasurer. Trustee Robertson nominated and Trustee Perez. seconded Frank V. Alston, Sr. for the office of Clerk and Jennifer Hindel for the office of Assistant Clerk. As there were no further nominations, the Chair declared the nominations closed.

**SLATE OF OFFICERS**

FRANCISCO PEREZ	PRESIDENT
RAYMOND C. ROBERTSON	VICE PRESIDENT
RAYMOND C. ROBERTSON	TREASURER
FRANK V. ALSTON, SR.	CLERK
JENNIFER HINDEL	ASSISTANT CLERK

Trustee Alston Sr. made a motion, seconded by Trustee Robertson, accepting the slate of officers and that the nominated slate be the elected slate of officers. On roll call vote, all Trustees presented voted "Aye." The Chair declared the motion carried.

**PRESENTATION OF APPOINTMENT-ATTORNEY AND EXECUTIVE DIRECTOR**

Trustee Alston Sr., made a motion, seconded by Trustee Robertson, that Eric T. Stach be retained as Attorney for the Thorn Creek Basin Sanitary District on a fee basis, and that Jennifer Hindel be retained as Executive Director, and that both appointments shall be subject to the pleasure of the Board of Trustees. On roll call, all Trustees present voted "aye". Motion carried.

**MINUTES**

Trustee Robertson made a motion, seconded by Trustee Alston Sr., approving the minutes of the regular meeting held on April 17, 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.

**RECESS OF THE REGULAR MEETING**

Trustee Robertson made a motion, seconded by Trustee Alston Sr., that the meeting be recessed until the completion of the public hearing, scheduled for 1:00 p.m. Motion unanimously carried.

**OPENING OF THE PUBLIC HEARING**

**CALL TO ORDER**

Publication of Notice of Public Hearing

Report by Finance Director Cash, that upon the direction of the Board of Trustees, publication of the "Notice of Public Hearing" for the Budget and Appropriation Ordinance, and amendments to Ordinance Establishing Fees and Charges for the Thorn Creek Basin Sanitary District, was made in the Daily Southtown newspaper on April 29, 2024, and that a copy of the Budget and Appropriation Ordinance for the fiscal year May 1, 2024 to April 30, 2025 was available for public inspection on May 1, 2024, in the Administration Office of the Thorn Creek Basin Sanitary District.

Budget and Appropriation Ordinance - Fiscal Year 2024-2025

Finance Director Cash presented the proposed Budget and Appropriation Ordinance for the fiscal year beginning May 1, 2024 and ending April 30, 2025.

**REMARKS FROM THE AUDIENCE**

No attendees.

**REMARKS FROM THE DISTRICT BOARD**

No comments were made.

**ADJOURNMENT OF THE PUBLIC HEARING**

Trustee Roberston made a motion, seconded by Trustee Alston Sr., that the public hearing on the proposed Budget and Appropriation Ordinance, and amendments to the Ordinance Establishing Fees and Charges for the for the Thorn Creek Basin Sanitary District for the fiscal year beginning May 1, 2024 and ending April 30, 2025, be adjourned and the regular meeting be reconvened at 1:15 p.m. Motion unanimously carried.

**CALL TO ORDER OF THE RECESSED MEETING**

Budget and Appropriation Ordinance – May 1, 2024 - April 30, 2025

Trustee Roberson made a motion, seconded by Trustee Alston Sr., that the Budget and Appropriation Ordinance for the fiscal year May 1, 2024 to April 30, 2025, be approved and adopted in words and figures, and the Executive Director is hereby directed to have the Budget and Appropriation Ordinance published in the Daily Southtown newspaper. On roll call, all Trustees present voted "Aye." The motion carried and the ordinance was approved and adopted.

**DISBURSEMENTS**

Trustee Alston, Sr. made a motion, seconded by Trustee Alston, Sr., that the accounts be allowed and warrants drawn on the Treasurer for payment of the same. Check numbers 60988 through 60169, and 10357 through 10359 were issued in the amount of \$445,119.81 for the Corporate Fund expenses, in the amount of \$689,507.89 for the Capital Improvement Fund expenses, and in the amount of \$110,560.00 for the Treatment Plant Upgrade Fund expenses. Motion unanimously carried.

**FINANCIAL REPORT**

Trustee Alston, Sr. made a motion, seconded by Trustee Robertson, that the Financial Report be accepted as of April 30, 2024. Motion unanimously carried.

**REPORTS OF OFFICERS**

**Legal Report**

Attorney Erich T. Stach reported:

- Attorney Stach had nothing to report

**Executive Director's Report**

Executive Director Hindel reported:

- Executive Director Hindel had nothing to report.

**Operations Report**

Director of Operations Lucas Streicher reported:

- For the month of March, the District met all permit limits for both the main plant and the Homewood Excess Flow facility. It was a busy month with considerably above average flows. There was one excess flow day on March 9<sup>th</sup> here at the main plant and two HEF discharges on the 9<sup>th</sup> and the 14<sup>th</sup>. Everything went very well at the main plant and at HEF during these events with staff from all departments doing an excellent job.
- The District has experienced substantial rainfall so far in April as well and have had two Excess Days and one HEF discharge so far. These will be reported on fully at next month's board meeting.
- Overall, the plant is functioning very well at this time.

**Engineering Report**

Technical Services Director Jeremy Stubbs

- No connection, extension permits or annexations were issued this month.
- See below

**Finance Director's Report**

Finance Director Norma Cash reported:

- See below.

**PURCHASE OF SERVICES AND EQUIPMENT NOT REQUIRED TO BE BID**

None.

**REQUEST FOR AUTHORIZATION TO ADVERTISE FOR BIDS**

Authorization to Advertise for Bids — Ashland Avenue CIPP Sewer Rehabilitation Project

Request by Technical Services Director Stubbs for authorization to advertise for bids for the Ashland Avenue CIPP Sewer Rehabilitation Project, for the Park Forest Interceptor.

Trustee Alston Sr. made a motion, seconded by Trustee Robertson, to authorize the advertisement for bids for the Ashland Avenue CIPP Sewer Rehabilitation Project, for the Park Forest Interceptor. Motion unanimously carried.

**EMERGENCY PURCHASES**

None.

**UNFINISHED BUSINESS**

■ **2022 Electrical Upgrades Project**

**J. Stubbs**

Application for Payment No. 4 – Connelly Electric Co.

Presentation by Technical Services Director Stubbs of Application for Payment No. 4 from Connelly Electric Co., in the amount of \$117,657.29 for completion of work for the 2022 Electrical Upgrades Project.

Original Contract Sum:	\$849,000.00
Total Change Orders to Date:	\$185,106.12
Updated Contract Sum:	\$1,034,106.12
Total Completed To Date:	\$688,076.92
Less Retainage:	\$68,807.69
Previous Payments:	\$501,611.94
Total Amount Due:	<b>\$117,657.29</b>

Trustee Robertson made a motion, seconded by Trustee Alston Sr., to approve Application for Payment 4, from Connelly Electric Co., in the amount of \$117,657.29 for completion of work for the 2022 Electrical Upgrades Project. Motion unanimously carried.

Change Order Request No. 3 – Connelly Electric Co.

Presentation by Technical Services Director Stubbs of Change Order No. 3 from Connelly Electric Co., in the amount of \$26,168.99 for additional work relating to the 2022 Electrical Upgrades Project.

Original Contract Sum:	\$ 849,000.00
Total Change Orders To Date:	\$ 185,106.12
Amount of Current Change Order:	\$ <b>26,168.99</b>
Updated Contract Sum:	\$1,060,275.11

Trustee Robertson made a motion, seconded by Trustee Alston Sr., to approve Change Order No. 3 from Connelly Electric Co., in the amount of \$26,168.99 for additional work relating to the 2022 Electrical Upgrades Project. Motion unanimously carried.

**NEW BUSINESS**

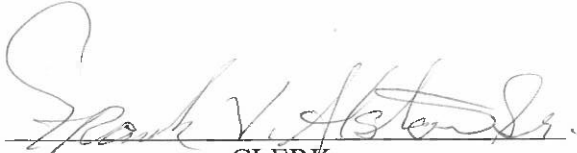
Health Insurance Renewal

Finance Director Cash presented contracts for a one-year period with Blue Cross Blue Shield of Illinois for health and Delta Dental for dental and vision insurance plans for the District employees, beginning July 1, 2024 and expiring June 30, 2025.

Trustee Robertson, made a motion, seconded by Trustee Alston Sr., to accept the renewal rates of the one-year contract with Blue Cross Blue Shield Illinois for health and Delta Dental for dental vision insurance for the District's employees, beginning July 1, 2024 and expiring June 30, 2025. Motion unanimously carried.

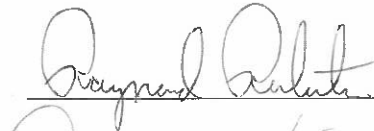
ADJOURNMENT

Trustee Robertson made a motion, seconded by Trustee Alston Sr., that the meeting be adjourned.  
Meeting adjourned at 1:30 p.m.

  
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CLERK

APPROVED:

  
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PRESIDENT

  
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TRUSTEE

  
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TRUSTEE