
**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE THORN CREEK BASIN SANITARY DISTRICT
HELD AUGUST 21, 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 August 21, 2024:

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 via remote call; Lucas Streicher, Director of Operations; Jeremy Stubbs, Technical Services Director; and Nora Rhein, Human Resource Coordinator.

ABSENT: Franciso Perez, President

GUESTS: None.

MINUTES

Trustee Alston Sr. made a motion, seconded by Trustee Robertson, approving the minutes of the regular meeting and executive session held on July 17, 2024, as presented. Motion unanimously carried.

PUBLIC COMMENT PERIOD

Trustee Robertson 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 61236 through 61302 and 10364 through 10365 were issued in the amount of \$498,122.17 for the Corporate Fund expenses, in the amount of \$16,341.02 for the Capital Improvement Fund expenses, and in the amount of \$104,310.00 for the Treatment Plant Upgrade Fund expenses. Motion carried.

FINANCIAL REPORT

Trustee Alston Sr. made a motion, seconded by Trustee Robertson, approving the transfer of funds from the NOW account in the amount of \$200,000, upon need, as of August 21, 2024. Motion unanimously carried.

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

REPORTS OF OFFICERS

Legal Report

Attorney Eric T. Stach reported:

- Attorney Stach had nothing to report.

Executive Director's Report

Executive Director Hindel reported:

- Director Hindel had nothing to report.

Operations Report

Director of Operations Lucas Streicher reported:

- For the month of July, the District met all permit limits for both the main plant and the Homewood Excess Flow facility. The District had no excess flow days or HEF discharges but the main plant did experience a small bypass on Monday July 15th. Storms caused widespread power outages throughout the area, which resulted in a dual ComEd power failure at the main plant. The District's ComEd rep was able to quickly divert power from another location to the main plant, which helped limit bypass duration.
- Overall, the plant is functioning very well at this time.
- See below.

Engineering Report

Technical Services Director Jeremy Stubbs reported:

- Three connection permits were issued this month for a total of \$7,202.20. No extension permits or annexations were issued this month.
- Next month Dan Small from Strand Associates Inc. will be presenting the preliminary design for the Biosolids Project to the Board of Trustees.
- See below.

Finance Director's Report

Finance Director Norma Cash reported:

- The District has sent out broker letters to Gallagher and to Alliant Insurance Services for their preferences of insurance companies. Upon receipt of these preferences, the District will seek out proposals from both brokers and review them in time for the October board meeting.
- See below.

PURCHASE OF SERVICES AND EQUIPMENT NOT REQUIRED TO BE BID

Chemical Pump

Presentation by Director of Operations Streicher of the following quotes for the purchase of a chemical pump.

<u>Name</u>	<u>Amount</u>
Watson Marlow 630 BpN/RE Peristaltic Pump	\$15,480.00
Verderflex Dura 25 Peristaltic Pump	\$15,298.00
Masterflex I/P Peristaltic Pump	\$15,310.00

Trustee Alston Sr. made a motion, seconded by Trustee Robertson, to accept the quote for the purchase of a Watson Marlow 630 BpN/RE Peristaltic Pump from LAI, Ltd., in the total amount of \$15,480.00. Motion unanimously carried.

REQUEST FOR AUTHORIZATION TO ADVERTISE FOR BIDS

None.

EMERGENCY PURCHASES

None.

UNFINISHED BUISNESS

ONGOING PROJECTS:

Bids – Heater #3 Rebuild Project

Presentation by Operations Director Streicher of the following bids for the Heater #3 Rebuild Project. The bids were publicly opened and read in the order received on August 15, 2024 at 2:00 p.m.

<u>Name</u>	<u>Amount</u>
Hayes Mechanical	\$ 39,896.00
Hudson Boiler & Tank Co.	\$ 69,257.00

Trustee Alston Sr. made a motion, seconded by Trustee Robertson, that the bid for the Heater #3 Rebuild Project be awarded to Hayes Mechanical, the lowest responsive and responsible bidder, in the amount of \$39,896.00. Motion unanimously carried.

▪ **Land Application of Biosolids** **J. Stubbs**

Application for Payment No. 4 – Stewart Spreading Inc.

Presentation by Technical Services Director Stubbs of Application for Payment No. 4 from Stewart Spreading Inc., in the amount of \$95,988 for completion of work for the Land Application Program.

Original Contract Sum:	\$1,593,000.00
Total Change Orders to Date:	\$ 150,132.50
Updated Contract Sum:	\$1,820,291.25
Total Completed to Date:	\$ 830,756.75
Less Retainage:	\$ 41,537.84
Previous Payments:	\$ 693,230.91
Total Amount Due:	\$ 95,988.00

Trustee Alston Sr. made a motion, seconded by Trustee Robertson, to approve Application for Payment No. 4 from Stewart Spreading Inc., in the amount of \$95,988 for completion of work for the Land Application Program. Motion unanimously carried.

NEW BUSINESS

Design Engineering Services Agreement – Crawford, Murphy, & Tilly, Inc.

Presentation by Technical Services Director Stubbs of an agreement with Crawford, Murphy, & Tilly, Inc., for design engineering services for the Industrial Pumps Replacement Project in the lump sum amount of \$152,210.00.

Motion made by Trustee Robertson, second by Trustee Alston Sr., to accept the agreement with Crawford, Murphy, & Tilly, Inc., for design engineering services for the Industrial Pumps Replacement Project in the lump sum amount of \$152,210.00. Motion unanimously carried.

EXECUTIVE SESSION


None.

ADJOURNMENT

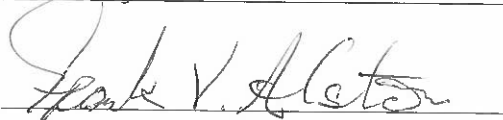
There being no further business, motion made by Trustee Robertson, second by Trustee Alston Sr., that the meeting be adjourned. Meeting adjourned at 1:25 p.m.


CLERK

APPROVED:

 PRESIDENT

 TRUSTEE

 TRUSTEE