
**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE THORN CREEK BASIN SANITARY DISTRICT
HELD JULY 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 July 17, 2024:

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

Also present were: Eric T. Stach, Attorney; and staff members: Jennifer Hindel, Executive Director; Jeremy Stubbs, Technical Services Director; Norma Cash, Finance Director; and Nora Rhein, Human Resources Coordinator.

GUESTS: John Pina, Chicago Heights; Ray Wiley, Chicago Heights; and Philip Luck, Maintenance Superintendent.

RECESS OF REGULAR MEETING

Trustee Robertson made a motion, seconded by Trustee Alston Sr., that the meeting be recessed until completion of the Special Committee on Local Government Efficiency, scheduled for 1:00 p.m. Motion unanimously carried.

RECONVENING OF REGULAR MEETING

Trustee Robertson made a motion, seconded by Trustee Alston Sr., that the regular meeting be reconvened at 1:31 p.m. Motion unanimously carried.

MINUTES

Trustee Alston, Sr. made a motion, seconded by Trustee Robertson, approving the minutes of the special meeting and executive session held on June 19, 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 Robertson made a motion, seconded by Trustee Perez, that the accounts be allowed and warrants drawn on the Treasurer for payment of the same. Check Numbers 61144 through 61235 and 10362 through 10363 were issued in the amount of \$430,503.15 for the Corporate Fund expenses, in the amount of \$105,652.93 for the Capital Improvement Fund expenses, and in the amount of \$163,810.00 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 June 30, 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

Executive Director Hindel reported:

- The District experienced one excess flow day on June 5th due to severe weather.
- Several wet weather events have occurred in July, and these will be reported on in further detail at next month's board meeting. District facilities are functioning well at this time.
- See below.

Engineering Report

Technical Services Director Jeremy Stubbs reported:

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

Finance Director's Report

Finance Director Norma Cash reported:

- Finance Director Cash had nothing to report.
- See below.

PURCHASE OF SERVICES AND EQUIPMENT NOT REQUIRED TO BE BID

Heater #1 — Morrison Tube Replacement

Presentation by Executive Director Hindel of following quotes for the replacement of the Morrison Tube in Heater #1 in Building #9 at the main plant.

<u>Name</u>	<u>Amount</u>
ACSI Mechanical Group	\$17,855.00
Hayes Power Services	\$20,744.00
Hudson Boiler & Tank Company	\$26,405.00

Trustee Alston Sr., made a motion, seconded by Trustee Robertson to accept the quote for the replacement of the Morrison Tube in Heater #1 in Building #9 at the main plant from ACSI Mechanical Group Co, the lowest responsible quote, in the total amount of \$17,855.00. Motion unanimously carried.

REQUEST FOR AUTHORIZATION TO ADVERTISE FOR BIDS

Authorization to Advertise for Bids — Secondary Effluent Pump #4 Replacement Project

Request by Technical Services Director Stubbs for authorization to advertise for bids for the Secondary Effluent Pump #4 Replacement Project.

Trustee Robertson made a motion, seconded by Trustee Alston Sr., to authorize the advertisement for bids for the Secondary Effluent Pump #4 Replacement Project. Motion unanimously carried.

Authorization to Advertise for Bids — Heater #3 Rebuild Project

Request by Operations Director Streicher for authorization to advertise for bids for the Heater #3 Rebuild Project.

Motion made by Trustee Robertson, second by Trustee Alston Sr., to authorize the advertisement for bids for the Heater #3 Rebuild Project. Motion unanimously carried.

EMERGENCY PURCHASES

None.

UNFINISHED BUSINESS

ONGOING PROJECTS:

▪ **Ashland Avenue CIPP Sewer Rehabilitation Project**

J. Stubbs

Construction Services Agreement — Crawford, Murphy & Tilly, Inc.

Presentation by Technical Services Director Stubbs of an agreement with Crawford, Murphy, & Tilly Inc., for construction engineering services agreement for the Ashland Avenue CIPP Sewer Rehabilitation Project on a time and material basis not to exceed \$20,071.00.

Trustee Robertson made a motion, seconded by Trustee Alston Sr., to approve the agreement with Crawford, Murphy, & Tilly Inc., for construction engineering services agreement for the Ashland Avenue CIPP Sewer Rehabilitation Project on a time and material basis not to exceed \$20,071.00. Motion unanimously carried.

■ 2022 Electrical Upgrades Project

J. Stubbs

Application for Payment No. 6 – Connelly Electric Co.

Presentation by Technical Services Director Stubbs of Application for Payment No. 6 from Connelly Electric Co., in the amount of \$61,468.65 for completion of work for the 2022 Electrical Upgrades Project.

Original Contract Sum:	\$849,000.00
Addition to Contract:	\$211,275.11
Updated Contract Sum:	\$1,060,275.11
Total Completed To Date:	\$784,725.42
Less Retainage:	\$ 78,472.54
Previous Payments:	\$644,784.23
Total Amount Due:	\$61,468.65

Trustee Robertson made a motion, seconded by Trustee Alston Sr., to approve Application for Payment No. 6, from Connelly Electric Co., in the amount of \$61,468.65 for completion of work for the 2022 Electrical Upgrades Project. Motion unanimously carried.

NEW BUSINESS:

Insurance Valuation Report Fiscal Year 2024

Presentation by Finance Director Cash of the Insurance Valuation Report. The total replacement cost for fiscal year 2024 is \$198,963,668 compared to \$196,383,893 last fiscal year. The net insured value is \$90,885,679 compared to last year's net insured value of \$90,720,597.

Trustee Alston Sr., made a motion, seconded by Trustee Robertson, to accept the Insurance Valuation Report for fiscal year 2024. Motion unanimously carried.

Trustee Robertson made a motion, seconded by Trustee Alston Sr., to approve declassification of no executive minutes, and to erase executive session tapes dated July 20, 2022 through December 21, 2022. Motion unanimously carried.

EXECUTIVE SESSION

None.

ADJOURNMENT

There being no further business, Trustee Alston Sr., made a motion, seconded by Trustee Roberston, that the meeting be adjourned. Meeting adjourned at 1:50 p.m.

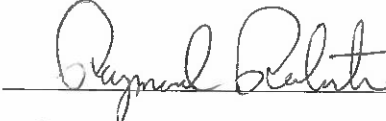


CLERK

APPROVED:



PRESIDENT



TRUSTEE



TRUSTEE