
**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE THORN CREEK BASIN SANITARY DISTRICT
HELD NOVEMBER 20, 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 November 20, 2024:

Francisco Perez, President
Raymond C. Robertson, Vice President/Treasurer

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

GUESTS: None.

President Perez conducted a moment of silence in memory of Trustee Frank V. Alston, Sr.

MINUTES

Trustee Robertson made a motion, seconded by Trustee Perez, approving the minutes of the regular meeting held on October 16, 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.

SUSPENSION OF THE RULES OF ORDER

If there is no objection, the Chair proposes at this time to take up the following items of business.

Resolution of Appreciation – Trustee Frank V. Alston Sr.

Presentation by President Perez of a Resolution of Appreciation of the Board of Trustees and Officers to Trustee Frank V. Alston Sr., for 6 years of faithful and beneficial service, as a Trustee of the Thorn Creek Basin Sanitary District.

Trustee Robertson made a motion, seconded by Trustee Perez, that the Resolution of Appreciation to Trustee Frank V. Alston Sr., for 6 years of faithful and beneficial service, as a Trustee of the Thorn Creek Basin Sanitary District., be approved and adopted. On roll call, all Trustees present voted “aye”. Motion carried.

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 61459 through 61538 and 10371 and 10372 were issued in the amount of \$339,180.57 for the Corporate Fund expenses, in the amount of \$362,901.92 for the Capital Improvement Fund expenses, and in the amount of \$92,680 for the Treatment Plant Upgrade Fund expenses. Motion unanimously carried.

FINANCIAL REPORT

Trustee Perez 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 November 20, 2024. Motion unanimously carried.

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

REPORTS OF OFFICERS

Legal Report

Attorney Eric T. Stach reported:

- Attorney Stach had nothing to report.

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Executive Director's Report

Executive Director Hindel reported:

- Executive Director expressed appreciation for the service of Trustee Frank V. Alston, Sr. She and Finance Director Cash attended the visitation service. District staff will deliver a framed Resolution and Trustee photo portrait to Trustee Alston's wife.
- Executive Director Hindel reported that IWEA will be featuring the District in their Clarifier Magazine, and the District will also post an article about the feature on the website.

Operations Report

Director of Operations Lucas Streicher reported:

- For the month of October, the District had no excess days or Homewood excess flow discharges and met all permit limits for both the main plant and the Homewood Excess Flow Facility.
- Overall, the plant is functioning very well at this time.
- See below.

Engineering Report

Technical Services Director Jeremy Stubbs reported:

- There was one commercial connection permit issued this month.
- See below.

Finance Director's Report

Finance Director Norma Cash reported:

- Director Cash reported total operating revenues are 1% under budget.
- Revenue from flow-based Charges for Services is 2.1% under budget. Grand Total Expenses are below the FYTD budget of \$79,019 or 24%.
- See below.

PURCHASE OF SERVICES AND EQUIPMENT NOT REQUIRED TO BE BID

East Chlorine Tank Repair

Presentation by Director of Operations Streicher of the quote from Repair Service Corp. for long-term repairs of the East Chlorine Tank in Building #12 at the main plant, from Repair Service Corp. in the amount of \$17,240.

Trustee Robertson made a motion, seconded by Trustee Perez, to accept the quote from Repair Service Corp., the sole source provider, for long-term repairs of the East Chlorine Tank in Building #12 at the main plant, from Repair Service Corp. in the amount of \$17,240. Motion unanimously carried.

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REQUEST FOR AUTHORIZATION TO ADVERTISE FOR BIDS

None.

EMERGENCY PURCHASES

None.

UNFINISHED BUSINESS

Bids – 2025 Roofing Project

Presentation by Director of Operations Streicher of the following bids for the 2025 Roofing Project. The bids were publicly opened and read in the order received on November 14, 2024, at 2:00 p.m. It was noted that L. Marshall Roofing stated in their bid that they did not receive the addendum.

<u>Name</u>	<u>Amount</u>
1. L. Marshall, Inc.	\$ 63,700.00
2. A-1 Roofing	\$ 64,200.00
3. F & G Roofing	\$ 79,000.00
4. Tori Construction LLC	\$ 92,375.00

Trustee Roberson made a motion, seconded by Trustee Perez, that the bids for the 2025 Roofing Project be awarded to A-1 Roofing, the lowest responsive, responsible bidder, in the amount of \$ 64,200. Motion unanimously carried.

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▪ **2022 Electrical Upgrades Project**

J. Stubbs

Application for Payment No. 8 – Connelly Electric Co.

Presentation by Technical Services Director Stubbs of Application for Payment No. 8 from Connelly Electric Co., in the amount of \$95,930.55 for completion of work for the 2022 Electrical Upgrades Project.

Original Contract Sum:	\$849,000.00
Total Change Orders to Date:	\$211,275.11
Updated Contract Sum:	\$1,060,275.11
Total Completed To Date:	\$924,141.91
Less Retainage:	\$ 92,414.19
Previous Payments:	\$735,797.17
Total Amount Due:	\$95,930.55

Trustee Robertson made a motion, seconded by Trustee Perez to approve Application for Payment No. 8, from Connelly Electric Co., in the amount of \$95,930.55 for completion of work for the 2022 Electrical Upgrades Project. Motion unanimously carried.

▪ **Ashland Ave. CIPP Sewer Rehabilitation Project**

J. Stubbs

Application for Payment No. 1 – Insituform Technologies USA, LLC

Presentation by Technical Services Director Stubbs of Application for Payment No. 1 from Insituform Technologies USA, LLC., in the amount of \$93,572.10 for completion of work for the Ashland Ave CIPP Sewer Rehabilitation Project.

Original Contract Sum:	\$114,710.00
Total Completed To Date:	\$103,969.00
Less Retainage:	\$ 10,396.90
Previous Payments:	\$ 0.00
Total Amount Due:	\$ 93,572.10

Trustee Robertson made a motion, seconded by Trustee Perez, to approve Application for Payment No. 1 from Insituform Technologies USA, LLC., in the amount of \$93,572.10 for completion of work for the Ashland Ave CIPP Sewer Rehabilitation Project. Motion unanimously carried.

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NEW BUSINESS

Ordinance No. 538 – Adoption of Building Codes

Presentation by Attorney Stach, of an Ordinance to adopt certain building codes for the Thorn Creek Basin Sanitary District in Cook and Will Counties in Illinois.

Trustee Robinson made a motion, seconded by Trustee Perez, that the above Ordinance to adopt certain building codes for the Thorn Creek Basin Sanitary District in Cook and Will Counties in Illinois, be accepted and approved. On roll call, all Trustees present voted “aye”. Motion carried.

Treasurer’s Report – May 1, 2023 – April 30, 2024

Presentation by Finance Director Cash of the Treasurer’s Report covering the period May 1, 2023 through April 30, 2024.

Trustee Roberson made a motion, seconded by Trustee Perez, to accept the Treasurer’s Report and the Executive Director is authorized and directed to have notice of availability of the Treasurer’s Report published in the Daily Southtown. Motion unanimously carried.

EXECUTIVE SESSION

None.

ADJOURNMENT

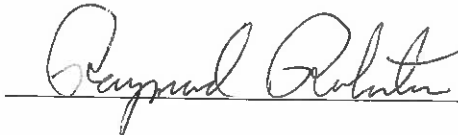
There being no further business, motion made by Trustee Robertson seconded by Trustee Perez that the meeting be adjourned. Meeting adjourned at 1:31p.m.

CLERK

APPROVED:



PRESIDENT



TRUSTEE