

MINUTES OF THE REGULAR MEETING, WEDNESDAY, AUGUST 28, 2019

The Board of Trustees of the Sanitary District of Decatur, Illinois met in regular session August 28, 2019 at 5:30 pm at the District's Office, 501 Dipper Lane. Present for the meeting were board members Dan Smallwood, Rob Jacobsen, Katie Anderson, Phil Cochran and Megan Baskerville. Also present, were Kent Newton, Executive Director/CFO; Don Miller, Director of Engineering; JD Malone, Director of Maintenance, Dave Collard, Director of Operations and Compliance; and Ed Flynn, General Counsel for the District. The audience included staff members Blake Dotson and Latisha Greve and Kevin Hannel with Farnsworth Group.

Mr. Smallwood called the meeting to order and led the Pledge of Allegiance.

There were no Public Comments

- 13012** Mr. Jacobsen moved that the items on the Consent Agenda including minutes of the Regular Meeting and Closed Session on July 17, 2019; Payroll and Checks including travel expense reimbursements as submitted and Policy Update – Portable Electronic Devices be accepted, approved, set, and issued; that the President, Clerk and Executive Director be authorized and directed to take all actions required to execute the items on the consent agenda and that the Closed Session Minutes shall not be made public without additional board approval. Motion seconded by Ms. Anderson. Trustees Smallwood, Anderson, Baskerville and Jacobsen voted Aye; Trustee Cochran Abstained and the motion passed.

Mr. Newton reviewed the Executive Director's report that was included in the packet. MR. Newton informed the Board that the Audit draft was available electronically and discussed the four findings from the Federal single audit including the need to adopt a written conflict of interest policy, ensuring that all checks over \$10,000 that have been approved by the Board are initialed by the President of the Board and that all reimbursement requests for federal funds are corrected if errors are found before submission. He also let the Board know that Hope Wheeler or Katie Birmingham would be at the September meeting to present the audit and answer any questions. Mr. Newton discussed several personnel changes including the resignation of Dan Beck, Safety Coordinator

Mr. Miller presented the Engineering's Director's Report included in the packet. There was an extensive discussion about the failed precast roof panel in the new building 003. The damaged panel was replaced and the other panels were inspected by the manufacturer and found to be undamaged.

Mr. Malone reviewed the Maintenance Report included in the packet. There were 1172 Work Orders completed last month. Installation and startup of the industrial washer and dryer in the maintenance building has been completed and the gas pumps are ready to start tracking usage electronically on September 1.

Mr. Collard presented the Director of Operations Report. There was a lengthy discussion about the TWAS and the primary sludge force main breaks in the plant. Mr. Collard also discussed the status of the NPDES permit.

13013 Ms. Anderson moved that the Executive Director be authorized and directed to issue a purchase order to BS&A Software for Enterprise Resource Planning (ERP) software, implementation and data conversion in the amount of \$123,680 pending agreement on the final terms between the District and BS&A. Motion seconded by Ms. Baskerville. Motion carried unanimously.

13014 Mr. Jacobson moved that the Executive Director be authorized and directed to issue a purchase order to Woody's Municipal Supply for a replacement trailer jetter Mongoose Model# 184XL, in the amount of \$59,789.75 the lowest bidder through the Sourcewell cooperative purchasing program. Motion seconded by Ms. Anderson. Motion carried unanimously.

Mr. Flynn reported that his billing employee had been on a leave of absence and the District would be receiving several months of invoices at the same time after not receiving any for a couple of months.

There were no Trustee comments or comments from the public.

13015 Ms. Anderson moved that the board adjourn. Motion seconded by Mr. Cochran. Motion carried unanimously.

The board adjourned at 6:45 pm.

Clerk