

MINUTES OF THE REGULAR MEETING, WEDNESDAY, SEPTEMBER 18, 2019

The Board of Trustees of the Sanitary District of Decatur, Illinois met in regular session September 18, 2019 at 5:30 pm at the District's Office, 501 Dipper Lane. Present for the meeting were board members Dan Smallwood, Katie Anderson and Phil Cochran. 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 Latisha Greve; Katie Bermingham with CliftonLarsonAllen; and Kevin Hannel with Farnsworth Group.

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

There were no Public Comments

Ms. Bermingham presented an overview of the results of the annual audit.

- 13016** Mr. Cochran moved that the items on the Consent Agenda including minutes of the Regular Meeting August 28, 2019; Payroll and Checks including travel expense reimbursements as submitted and the 2018-2019 Audit Report 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. Motion seconded by Ms. Anderson. Trustees Smallwood, Anderson and Cochran voted Aye Trustees Baskerville and Jacobsen were not present and the motion passed.

Mr. Newton reviewed the Executive Director's report that was included in the packet. Mr. Newton discussed the annual WEFTEC conference in Chicago and reported that staff members representing all departments and two trustees would be attending. The District's general liability insurance renewal was discussed, and the purpose of a workplace conduct policy was introduced. Trustee Cochran inquired about what qualifications the Staff was looking for the Project Manager position. The response was that the required qualifications in the job description were broad and allowed people with many different backgrounds to fulfill the requirements.

Mr. Miller presented the Engineering's Director's Report included in the packet. Mr. Miller Provided a status update on the West Headworks project and shared Trustee Baskerville's questions about the Property Condition Assessment specifically concerning the condition assessment of the laboratory and the status of the wooden office area in the Maintenance Building. Mr. Miller asked for and received concurrence to proceed to Phase 2 of the assessment.

Mr. Malone reviewed the Maintenance Report included in the packet. Mr. Malone shared that Casey Rankin had completed Phase 1 and Zach Drum had completed Phase 3 of the maintenance training program. Mr. Malone also reported on the cooperation with the Conservation District regarding them borrowing a Sanitary District pump to drain the fishing ponds. Mr. Cochran initiated a discussion about the email and server reports included in the Maintenance Report. Staff will review the reports to make sure all information is relevant.

Mr. Collard presented the Director of Operations Report. There was a discussion about the latest disinfection excursion. Some mechanical issues were discovered as the disinfection process was reviewed during the exceedance investigation Mr. Collard also discussed the status of the NPDES permit.

13017 Mr. Cochran moved that closed sessions minutes from meetings held 10/20/2010, 11/17/2010, 12/15/2010, 12/18/2013, 3/19/2014, 6/16/15, 7/15/15, 10/21/15, 1/18/17, 2/15/17, 9/20/17, 11/15/17, 2/28/18, 7/18/18, 9/26/18, 10/17/18, 3/13/19, 3/20/19, 4/24/19, 5/15/19 and 7/17/19 have been reviewed and shall not be made public without additional board approval. Motion seconded by Ms. Anderson. Motion carried unanimously.

13018 Ms. Anderson moved that the Sanitary District of Decatur enter into the contract with the Burdick Company, the lowest responsive responsible bidder, for the Wyckles Facility Upgrades project in the unit cost contract amount of \$139,975.00, and that the president and clerk be authorized and directed to execute said contract contingent on final attorney review of the contract. Motion seconded by Mr. Cochran. 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.

Mr. Cochran congratulated staff on the audit report.

13019 Ms. Anderson moved that the board adjourn. Motion seconded by Mr. Cochran. Motion carried unanimously.

The board adjourned at 7:05 pm.

Clerk