

**MINUTES OF THE REGULAR MEETING**  
**Wednesday, NOVEMBER 20, 2019**

The Board of Trustees of the Sanitary District of Decatur, Illinois met in regular session November 20, 2019 at 5:30 pm at the District's Office, 501 Dipper Lane. Present for the meeting were board members Dan Smallwood, Rob Jacobsen and Katie Anderson. Megan Baskerville attended electronically in a voting capacity. Also present, were Kent Newton, Executive Director/CFO; Don Miller, Director of Engineering; J.D. Malone, Director of Maintenance; Dave Collard, Director of Operations and Compliance; Tina Brown, Administrative Office Coordinator; and Ed Flynn, General Counsel for the District. The audience included staff members David Boys and Latisha Greve, Terry Boyer with Donohue and Diane Grossenheider with Black & Veatch. Trustee Phil Cochran was absent.

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

Diane Grossenheider introduced herself as a consulting engineer for Black & Veatch.

**13024** Mr. Jacobsen moved that the items on the Consent Agenda including minutes of the Regular Meeting on October 16, 2019; Payroll and Checks including travel expense reimbursements as submitted, Policy update – Workplace Conduct and Conflict of Interest and purchase order for three vehicles 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, Baskerville and Jacobsen voted Aye. Trustee Cochran was absent, and the motion passed.

Mr. Newton introduced David Boys as the District's new Safety and Training Coordinator and Tina Brown as the District's new Administrative Office Coordinator.

Mr. Newton reviewed the Executive Director's Report that was included in the packet. The Rebuild Illinois Capital Program is providing \$100 million for grants to unsewered communities to connect them to nearby publicly owned treatment facilities. The District is positioned to support other communities in Macon County. The District has been approached by Water Train a company that would like to purchase the District's treated effluent. Newton will be following up with representatives from Water Train to discuss this proposal further.

Employee health insurance premiums are projected to increase 25% for 2020. The District's broker has negotiated a lower renewal rate down to an increase of 14% but is still looking into other alternatives for health insurance plans.

Utility Management Conference will be held February 25-28, 2020.

Mr. Miller presented the Director of Engineering Report included in the packet. The West Headworks improvements are starting to slow down. A slideshow was presented to trustees of upgrades and concerns with the plant. Projected arrival of aluminum handrails has been set by the end of January 2020 with a contract completion date of February 4, 2020. After assessing the required concrete repair for Primary Clarifier #1 it was decided to bid the work instead of including it as a change order to the West Headworks Project. A quote was provided by Dunn Co. and from Morse Driveways for asphalt repair needed around the plant. Morse Driveways was the lowest quote and was chosen to complete the work.

Mr. Malone reviewed the Director of Maintenance Report included in the packet. There were 1,429 Work Orders completed last month. Next month the Work Orders should be

closer to the 1,100-1,200 range. Trainings have been held for new employees, and they have had the opportunity to rotate through the different departments to become more acquainted to the daily operations of each area. Employee, Jamey Oliver has been coordinating the SCADA integration programming with the installation and wiring of the primary area gates and is saving the district money.

Mr. Collard presented the Director of Operations Report included in the packet. The District is presently working with Eastern Illinois University Environment Biology Department students and faculty to assist with investigating the cause of false-positives in the Colilert-18 tests that were taken earlier in the disinfection season. Mr. Collard informed the board he will be including additional topics of consideration in his future reports to keep the board up-to-date on any concerns that might arise.

**Ordinance 19-04 – 2019 Property Tax Levy**

This ordinance levies the property taxes for 2019 to be collected in FY 20/21 and must be filed with the County Clerk before December 24, 2019 for taxes to be collected in 2020.

**13025** Ms. Anderson moved that Ordinance No. 19-04, Tax Levy for FY 2020-21, be passed and that the President and Clerk be authorized and directed to sign said ordinance. Motion seconded by Mr. Jacobsen. Trustees Smallwood, Anderson, Baskerville and Jacobsen voted Aye. Trustee Cochran was absent, and the motion passed.

There was no Attorney Report.

There were no Trustee comments or comments from the public.

**13026** Mr. Jacobsen moved that the board go into closed session for the purpose of discussing matters that are statutory exceptions to the requirements of the Open Meetings Act as outline in: Sec 2c-11, Litigation. Motion seconded by Ms. Anderson. Motion carried unanimously.

**13027** Ms. Anderson moved that the board adjourn. Motion seconded by Mr. Jacobsen. Motion carried unanimously.

The board adjourned at 6:27 pm.

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Clerk