

**The Urbana & Champaign Sanitary District**  
**The Minutes of the Regular Board Meeting of the Board of Trustees**  
**April 7, 2016**

The Board of Trustees of the Urbana & Champaign Sanitary District of Champaign County, Illinois met at 10:00 a.m. Thursday, April 7, 2016 at Station R Boardroom, Northeast Treatment Plant, in Urbana, Illinois.

Present: Trustee Diana Lenik  
Trustee Jerry Lyke  
Trustee Jenny Putman

Also: Mike McCormick, Attorney  
Rick Manner, Executive Director  
Kim Lytle, Director of Administrative Services  
Bruce Butler, Director of Maintenance  
Mark Radi, Director of Engineering Services  
Jackie Christensen, Director of Operations  
Theresa Plotner, Administrative Supervisor

Trustee Lenik called the regular meeting to order at 10:00 a.m.

It was moved by Trustee Putman, seconded by Trustee Lyke to approve the agenda.

The motion approved unanimously.

Rick Manner reviewed the 2<sup>nd</sup> Street Pump Station Project and the Intergovernmental Cooperation Agreement for Construction of Sanitary Sewer. The agreement would allow UCSD to undertake that Alternate #1 project and be reimbursed by the University the costs associated with that construction. The project is one that improves the overall design of the sewer system. The project would benefit the University in that abandonment of one of their two pump stations would reduce their maintenance duties and also reduce flows in their sewers from the south end of campus northward. Keith Erickson, University of Illinois was present and noted that we have a long lasting cooperation and this agreement is a capstone to our cooperation. The University has been aware of the 2<sup>nd</sup> Street project and the University is very appreciative of this opportunity to be included in this portion of the project. Mr. Erickson explained that the reason that they were present today is the contractor has held the prices until today to permit the enactment of the agreement. Both Keith Erickson and Mark Marquissee, University of Illinois informed the Board that there would not be an issue with payment anytime after the July 1 date included in the agreement.

It was moved by Trustee Putman, seconded by Trustee Lyke to approve the Intergovernmental Agreement with University of Illinois entitled: **Intergovernmental Cooperation Agreement for Construction of Sanitary Sewer.**

The motion was approved unanimously.

It was moved by Trustee Lyke, seconded by Trustee Putman to approve the more detailed version of the March Board meeting minutes. Trustee Putman offered discussion on the more detailed version of the minutes. Trustee Lenik also offered discussion and her view points on both versions.

Trustee Lenik made a substitute motion that was seconded by Trustee Lyke to approve the less detailed version in place of the more detailed version of the March 3, 2016 minutes.

The motion was approved unanimously.

It was moved by Trustee Putman, seconded by Trustee Lyke to approve the March 3, 2016 Executive Session minutes.

The motion was approved unanimously.

Mike McCormick reported that he is still reviewing Ordinance 494.

Trustee Lenik reviewed the Accounts Payable check signing schedule.

Theresa Plotner reviewed the Administrative Services Report.

Kim Lytle presented the February 2016 Treasurer's Report to the Board. Specific items summarized were the February cash balance and the February revenues and expenditures. The year-to-date revenues and expenditures for each District fund are summarized below.

FUND	REVENUE	EXPENSES	NET FUND TRANSFERS	NET EFFECT	CAPITAL EXPENSE
O & M	\$10,299,029	\$6,512,029	(\$3,234,670)	\$551,386	\$361,868
Construction	\$1,288,566	\$0	(\$1,167,514)	\$121,052	\$0
Replacement	\$0	\$0	\$583,334	\$583,334	\$139,512
ICRF	\$574,374	\$552,374	\$0	\$21,620	\$0
Debt Service	\$0	\$4,414,519	\$3,818,849	(\$595,669)	\$0
Total	\$12,161,969	\$11,480,247	\$0	\$681,722	\$501,380

The cash reserves for each fund were: O&M \$2,092,218; Construction \$6,122,413; Replacement \$3,896,769; Interceptor Cost Recovery \$2,605,276; and Debt Service \$6,868,172. It was moved by Trustee Lyke, seconded by Trustee Putman to accept the February Treasurer's Report.

The motion was approved unanimously.

It was moved by Trustee Lyke, seconded by Trustee Putman to approve a 2.4% COLA increase for non-bargaining employees to be paid in FY17.

The motion was approved unanimously.

It was moved by Trustee Lyke, seconded by Trustee Putman to approve the Amendment to Owner-Engineer Agreement with Fehr Graham to provide additional engineering

services for the 2<sup>nd</sup> Street Pump Station – Phase 1 and 2 and authorize the Executive Director to execute the amendment.

The motion was approved unanimously.

It was moved by Trustee Lyke, seconded by Trustee Putman to approve the temporary and permanent easement from Champaign Park District allowing UCSD to build the 2<sup>nd</sup> St. Pump Station on and beside the west edge of Scott Park subject to technical changes of a minor nature.

The motion was approved unanimously.

It was moved by Trustee Putman, seconded by Trustee Lyke to authorize the President to execute the “Transfer and Assignment” pertaining to the transfer of ownership of approximately 450 lineal feet of an abandoned 12” Broadway Pump Station overflow line to the City of Urbana for usage as a storm water sewer.

The motion was approved unanimously.

It was moved by Trustee Lyke, seconded by Trustee Putman to approve the Industrial User Discharge Permit for The Kraft Heinz Foods Company.

The motion as approved unanimously.

Jackie Christensen reviewed the February 2016 Operational Reports for the Northeast and Southwest Plants.

Jackie Christensen reviewed the 2015 Pretreatment Annual Report.

Mark Radi reviewed the Engineering Report. The topics included were developments and the associated sewers at:

- Carle at the Fields
- Clearview North

Kim Lytle informed the Board that after analyzing the RFP’s for banking services, Staff has decided to move primary banking services from Busey Bank to Prospect Bank effective May 1, 2016.

Rick Manner gave a general update on the following:

- Open House – May 21, 2016 9 am - Noon
- Special Board Meeting April 21, 2016 at 6:30 p.m. concurrent with the Champaign County Board,
- Annual Budget Board Meeting - April 28, 2016
- Danish Consulate Invitation
- IEPA – State Revolving Loan Fund Changes

It was moved by Trustee Lyke, seconded by Trustee Putman to enter into Executive Session for the purpose of discussing of personnel compensation at the District at 11:40 am.

Roll call on the motion:

Trustee Putman – Aye  
Trustee Lenik – Aye  
Trustee Lyke – Aye

Aye – 3

Nay – 0

The motion is approved unanimously.

The Board entered back into regular session at 12:25 pm.


It was moved by Trustee Lyke, seconded by Trustee Putman to approve a \$750 bonus payable to the Executive Director.

The motion was approved unanimously.

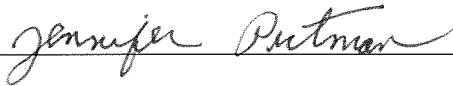
There being no further business before the Board, the meeting was adjourned.

Approved:

~~VICE-~~  
President

  
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Clerk

  
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