

The Urbana & Champaign Sanitary District
The Minutes of the Regular Board Meeting of the Board of Trustees
December 1, 2016

The Board of Trustees of the Urbana & Champaign Sanitary District of Champaign County, Illinois met at 10:00 a.m. Thursday, December 1, 2016 at Station R Boardroom, Northeast Treatment Plant, in Urbana, Illinois.

Present: Trustee Lenik
Trustee Lyke
Trustee Putman

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

Trustee Lenik called the regular meeting to order at 10:05 a.m.

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

The motion approved unanimously.

There was no audience participation.

It was moved by Trustee Putman, seconded by Trustee Lyke to approve the minutes listed below:

- +Regular October Board Meeting Minutes – November 3, 2016
- +Executive Session Meeting Minutes – November 3, 2016

The motion was approved unanimously.

There was no Attorney's Report.

Trustee Lenik reviewed the Accounts Payable check signing schedule.

Theresa Plotner reviewed the Administrative Services Report.

Kim Lytle presented the October 2016 Treasurer's Report to the Board. Specific items summarized were the October cash balance and the October 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	CASH RESERVES
O & M	\$6,692,658	\$3,966,658	(\$1,325,668)	\$1,400,687	\$605,409	\$6,815,874
Construction	\$525,034	\$0	(\$583,757)	(\$58,723)	\$0	\$6,332,654
ICRF	\$654,308	\$417,510	\$0	\$236,798	\$0	\$5,029,768
Debt Service	\$0	\$2,273,730	\$1,909,425	(\$364,305)	\$0	\$6,493,172
Total	\$7,872,000	\$6,657,542	\$0	\$1,214,458	\$605,409	\$24,671,468

It was moved by Trustee Putman, seconded by Trustee Lyke to accept the October Treasurer's Report.

The motion was approved unanimously.

It was moved by Trustee Putman, seconded by Trustee Lyke to direct staff to submit a supplemental payment to IMRF after the final December regular payment is made to fund the Annual Required Contribution deficit.

The motion was approved unanimously.

It was moved by Trustee Lyke, seconded by Trustee Putman to authorize the proposals to be taken for the purchase of a new fork truck.

The motion was approved unanimously.

It was moved by Trustee Putman, seconded by Trustee Lyke that the Board authorize bids to be taken for the Portable Pump Connections at the Four Pump Stations project.

The motion was approved unanimously.

It was moved by Trustee Lyke, seconded by Trustee Putman to approve Change Order No. 2 to the contract with Odle, Inc. on the FY17 Painting Project and authorize the Executive Director to execute the change order contingent upon Odle's execution of the Change Order and the District receiving a refund of \$31,900, which is the amount that has been paid for the work to date.

The motion was approved unanimously.

It was moved by Trustee Lyke, seconded by Trustee Putman to approve and sign a temporary easement for the East Main Street Pump Station Forcemain Project.

The motion was approved unanimously.

It was moved by Trustee Putman, seconded by Trustee Lyke to award a contract to Feutz Contractor's Inc. in the amount of \$136,887 for the Staley Road Interceptor Construction Project and authorize the Executive Director to execute the contract documents, contingent upon receipt of acceptable bonds, proof of insurance, and properly executed contract documents.

The motion was approved unanimously.

It was moved by Trustee Putman, seconded by Trustee Lyke to authorize the Executive Director to purchase a used crane.

The motion was approved unanimously.

Jackie Christensen reported on the following:

- Discharge Monitoring Report Summary – October

Bruce Butler reported on the following:

- General Maintenance update
- Mechanical & Electrical update
- Two budgeted capital purchases

Kim Lytle informed the Board about the dental and life insurance renewal.

It was moved by Trustee Lyke, seconded by Trustee Putman to authorize the Executive Director to execute the insurance binder with Travelers Insurance for the renewal of the workers' compensation policy for calendar year 2017.

The motion was approved unanimously.

Mark Radi reviewed the Engineering Report. The topics included were:

- 2nd Street Pump Station Update
- 2nd Street Pump Station ACEC Award
- Staley Road Interceptor – Temporary Easement Acquisition

Rick Manner reported on the following:

- IAWA Annual Meeting

It was moved by Trustee Putman, seconded by Trustee Lyke to enter into Executive session for the purpose of contract negotiation update – Section 120.2 (c) (2).

Roll call on the motion.

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

Aye – 3

Nay – 0

The motion was approved unanimously.

After the conclusion of the Executive Session, the Board returned to the Open Session of the Regular Board of Trustees Meeting. There was no action needed in the Regular Board Meeting as a result of the Executive Session. There being no further business before the Board, the meeting was adjourned at 12:15 p.m.

Approved:

President Diana Lenik

Clerk Jennifer Putman