

The Urbana & Champaign Sanitary District
The Minutes of the Regular Board Meeting of the Board of Trustees
April 6, 2017

The Board of Trustees of the Urbana & Champaign Sanitary District of Champaign County, Illinois met at 10:00 a.m. Thursday, April 6, 2017 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 10:02 a.m.

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

The motion approved unanimously.

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

- +Regular March Board Meeting Minutes – March 2, 2017
- +Executive Session Meeting Minutes – March 2, 2017

The motion was approved unanimously.

Attorney Mike McCormick had no report.

Trustee Lenik reviewed the Accounts Payable check signing schedule.

Theresa Plotner reviewed the Administrative Services Report.

Kim Lytle presented the February 2017 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	\$10,820,215	\$6,376,788	(\$2,651,336)	\$1,792,092	\$1,130,679
Construction	\$836,653	\$0	(\$1,67,514)	(\$330,861)	\$0
ICRF	\$814,890	\$600,926	\$0	\$213,964	\$51,798
Debt Service	\$0	\$4,421,061	\$3,818,849	(\$602,211)	\$0
Total	\$12,471,758	\$11,398,775	\$0	\$1,072,984	\$1,182,477

The cash reserves for each fund are summarized below.

Fund	Cash Reserves
O & M	\$6,267,559
Construction	\$6,060,517
ICRF	\$4,419,606
Debt Service	\$6,118,172
Second Street	(\$2,896,879)
Total	\$19,968,975

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

The motion was approved unanimously.

It was moved by Trustee Putman, seconded by Trustee Lyke to approve wage adjustments of 2.2% for non-bargaining employees for the fiscal year beginning May 1, 2017 as amended.

The motion was approved unanimously.

It was moved by Trustee Lyke, seconded by Trustee Putman to authorize the Board President and Clerk to execute the attached loan amendment, executed by IEPA on 3/7/17, for the 2nd Street Pump Station Phase 2.

The motion was approved unanimously.

It was moved by Trustee Putman, seconded by Trustee Lyke to award a contract to Insituform Technologies Inc. in the amount of \$628,199, and authorize the Executive Director to execute the contract documents, contingent upon receipt of acceptable bonds, proof of insurance and properly executed contract documents from Insituform Technologies, Inc.

The motion was approved unanimously.

It was moved by Trustee Lyke, seconded by Trustee Putman to authorize bids to be taken for the Handrail Rehabilitation Project for FY18.

The motion was approved unanimously.

It was moved by Trustee Lyke, seconded by Trustee Putman to approve an agreement for the provision of architectural professional services for the proposed laboratory rehabilitation

project with Reifsteck Reid & Company Architects and authorize the Executive Director to execute the agreement.

The motion was approved unanimously.

It was moved by Trustee Putman, seconded by Trustee Lyke to approve Resolution 2017-01 and Sick Leave policy modifications, both which identify the increase of sick leave hours not earned that can be applied toward IMRF service credit.

The motion was approved unanimously.

It was moved by Trustee Lyke, seconded by Trustee Putman to approve the purchase order authorizing RJN Services to perform flow monitoring of the sanitary sewers during the spring of 2017 for \$37,500.

The motion was approved unanimously.

It was moved by Trustee Putman, seconded by Trustee Lyke to declare the items listed on the Surplus Property Listing as surplus property and authorize the Executive Director to sell them in an on-line auction.

The motion was approved unanimously.

It was moved by Trustee Putman, seconded by Trustee Lyke to approve a purchase order being issued to Meglio and Associates for \$27,503 for maintaining the co-generation switchgear.

The motion was approved unanimously.

Jackie Christensen reported on the following:

- Discharge Monitoring Report Summary – February
- Annual Pretreatment Report for 2017

Rick Manner gave a general update reviewing the following:

- Touch a Truck
- Ammonia Spill Remediation Projects

It was moved by Trustee Lyke, seconded by Trustee Putman to enter into Executive Session for the purpose of discussing personnel in accordance with Open Meetings Act – Exception: 5 ILCS 120/2 Chapter 102, Par. 42, Sec. 2. (c) (1)

Roll Call on the Motion:

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

Aye – 3

Nay – 0

The motion passed unanimously.

The Board entered back into Open Session.

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

The motion was passed unanimously.

There being no further business before the Board, the meeting was adjourned at 12:15 p.m.

Approved:

President *Diana Lenik*

Clerk *Jennifer Putman*