

**WHEATON SANITARY DISTRICT
REGULAR SESSION
March 10, 2010**

MINUTES

1. CALL TO ORDER AND ROLL CALL

The Regular Meeting of the Board of Trustees of the Wheaton Sanitary District was called to order by President Hesterman at 9:10 a.m., March 10, 2010. Upon roll call, the following were present:

DISTRICT TRUSTEES:

Cleve Carney
Robert A. Hesterman
Jeffrey R. Walker

Quorum Present

DISTRICT STAFF:

Executive Director Stephen Maney
Senior Advisor Robert Clavel
Attorney Roger Ritzman
Operations Director Steve Bollweg
Plant Superintendent Sue Baert
Project Engineer Matthew Streicher
Administrative Services Manager Diana Soltess

2. AGENDA AMENDMENTS/APPROVAL

Trustee Walker moved and Trustee Carney seconded to approve the agenda as presented.

ROLL CALL VOTE:

Cleve Carney
Robert A. Hesterman
Jeffrey R. Walker

MOTION CARRIED

3. APPROVE MINUTES

Trustee Walker moved that the minutes of the regular meeting of February 10, 2010 and Executive Session of February 10, 2010 be approved; Trustee Carney seconded the motion.

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MINUTES

ROLL CALL VOTE:

Cleve Carney
Robert A. Hesterman
Jeffrey R. Walker

MOTION CARRIED

4. APPROVE PAYMENT OF BILLS

Trustee Walker moved and Trustee Carney seconded that the following bills be paid and vouchers drawn therefore:

User Charge Fund:

West Suburban Bank		\$232,108.02
West Suburban Bank	Electronic Payments	\$7,501.48

Capital Improvement Fund:

Wheaton Bank & Trust		\$0.00
Illinois Funds		\$113,041.69

Construction Fund:

Illinois Funds		\$339,560.77
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Replacement Fund:

Illinois Funds		\$23,482.50
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Debt Service Fund:

Illinois Funds		\$0.00
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		\$715,694.46

ROLL CALL VOTE:

Cleve Carney
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MOTION CARRIED

5. PUBLIC COMMENTS

None

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6. STAFF REPORTS

Director Maney informed that Bob Goldsborough, freelance reporter with the Chicago Tribune, visited on March 3, 2010 to inquire about the recent property purchase at 1425 Gables Boulevard, Wheaton, Illinois, as well as the history of the railroad at the District in the mid 1920's. There will likely be an article published in the next couple of weeks.

Both Executive Director Maney and Administrative Services Manager Soltess have completed on-line certification for Freedom of Information Act (FOIA) and Open Meetings Act (OMA). To be consistent with State statutes on the Open Meetings Act (OMA), what we previously referred to as Executive Sessions we will now call Closed Sessions.

The District will ask the State of Illinois Comptrollers office to stop the direct deposits regarding ARRA funds because of other unexpected difficulties created.

Dave Boyd, one of the prime contacts with St. Matthew Church, was just appointed to the Mosquito Abatement District Board that meets at Wheaton Sanitary District each month.

USEPA has been strongly considering the idea of eliminating blending as a wastewater treatment method for peak flows during wet weather flow conditions. This affects many wastewater plants in Illinois because blending has been allowed in Illinois NPDES permits. The Illinois Association of Wastewater Agencies (IAWA) has initiated a lobbying effort to neutralize this movement. Illinois has Kansas as an ally. Strong progress was made on a national basis in the last month with USEPA and NACWA.

We have been working with representatives from IEPA on our NPDES permit renewal with a focus on copper, cyanide, zinc, and fecal coliform limits.

Plant Superintendent Baert submitted a written report with no additional comments.

Project Engineer Streicher submitted a written report with no additional comments. Trustee Hesterman requested a presentation on the District's network security in the near future.

Administrative Services Manager Soltess submitted a written report with no additional comments. Soltess will get a renewal of appointment form for Trustee Hesterman.

The February 2010 Financial Statements were reviewed; water consumption is down. It is suspected that the main reason for reduced water consumption is the large number of vacancies and one of the two Wheaton Center towers is totally vacant for renovations.

Trustee Walker moved and Trustee Carney seconded acceptance of the written and verbal reports above.

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MOTION CARRIED

7. REVIEW CUSTOMER COMMENTS

FOIA Requests – We received a FOIA request from Nancy Ann Flannery, of 816 W. Elm Street, Wheaton, IL 60189, on 2/10/10, regarding the audit of accounts that revealed a deficiency on the property. A response, including support material, was sent to her on 2/12/10.

Wendelin Court – The homeowners are examining less expensive alternatives to a gravity sewer/lift station solution, such as if a smaller, cheaper lift station could be installed.

Karen Parent, owner of 1119 N. Main Street, Wheaton, IL 60187, came into the office on 2/26/10 to voice concern over her renter account being put on suspend, and requested that no changes to the account be made without written notice from her; the District sent an email agreeing to this arrangement.

Joe Giovenco, owner of Classic Hardware, 388 Gunderson Drive, Carol Stream, IL 60188, called with frustration about a minimum bill for a separate portion of his building that could be rented. He was sent a letter indicating that he will need to terminate the second account or continue to incur the monthly minimum bill.

8. STATUS OF SOUTHSIDE INTERCEPTOR SEWER PROJECT AND APPROVAL OF PAYMENT

About 20% of the Interceptor has been installed. Most of the Creekside Drive reach has been installed. They will skip past Madison School until school is out of session. A few of the tunneled sections are nearly underway. All easements have been obtained, and 1425 Gables Boulevard has been purchased.

Currently, Benchmark Construction is placing asphalt grindings on top of excavated areas to make the roads drier and smoother. Surface restoration will begin on Creekside Drive in April 2010, with a final surface coat in one year to allow time for settlement.

Trustee Walker moved and Trustee Carney seconded making the monthly payment to Benchmark Construction when the District is paid ARRA Funds via IEPA.

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9. STATUS OF PRELIMINARY PLANT IMPROVEMENTS PROJECT AND APPROVAL OF PAYMENT

The District has obtained the building permit from the DuPage County Building Department. Major equipment shop drawings have been submitted and approved. Manufacturing the equipment is underway. Other preparatory work has started.

Trustee Walker moved and Trustee Carney seconded making the monthly payment to Maxim Construction when the District is paid ARRA Funds via IEPA.

ROLL CALL VOTE:

Cleve Carney
Robert A. Hesterman
Jeffrey R. Walker

MOTION CARRIED

10. OMITTED

11. STATUS OF RETAINED EASEMENT PARCEL

Wheaton Sanitary District purchased the retained easement parcel, 1425 Gables Boulevard, Wheaton, Illinois, on Thursday, February 18, 2010. The District has applied for a permit to install a fence along the west side of the property, once the permit is obtained and the fence is installed, then trees will be removed to allow access to the property, storage of materials, and the installation of the Southside Interceptor Sewer.

Civil Engineer, Dave Johnson, and Attorney, Hank Stillwell, are working on the preliminary items for the entitlement process with the City of Wheaton. Insurance coverage has been obtained on the property and paperwork has been submitted to DuPage County to ensure the tax exempt status is maintained. Director Maney will also submit the tax exempt form.

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M I N U T E S

12. ADOPT ORDINANCE NO. 525 – AUTHORIZING BOARD MEETING PARTICIPATION BY ELECTRONIC MEANS

Trustee Walker moved to adopt Ordinance 525 which authorizes Board Meeting participation by electronic means; Trustee Carney seconded the motion.

ROLL CALL VOTE:

Cleve Carney
Robert A. Hesterman
Jeffrey R. Walker

MOTION CARRIED

13. APPROVE LETTER OF ENGAGEMENT WITH MATHIESON, MOYSKI, CELER & CO., LLP FOR FY 2010 AUDIT SERVICES

Three new tasks were added to the scope of the FY 2010 audit: the addition of Federal ARRA Audit Requirements, preparation of the Annual Treasurer's Report, and On-line Filing. Two new auditors will be working on the audit.

Trustee Walker moved and Trustee Carney seconded that the District approve the letter of engagement with Mathieson, Moyski, Celer & Co., LLP for Fiscal Year 2010 audit services for a fee of \$18,625.

ROLL CALL VOTE:

Cleve Carney
Robert A. Hesterman
Jeffrey R. Walker

MOTION CARRIED

14. APPROVE CONTRACT WITH RJN GROUP, INC. FOR GIS SERVICES

Trustee Walker moved and Trustee Carney seconded to approve a contract in the amount of \$8,370.00 with RJN Group, Inc. for GIS services including: to update the GIS to include modifications made to the collections system over the last few years, to develop a GIS layer of non-paying customers, and to develop a CAD Specification for As- Built drawings.

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15. SCHEDULE PUBLIC HEARING FOR PROPOSED FY 2011 USER CHARGE INCREASE

District staff has been putting together the FY 2011 Budget. The goal is to limit expenses so that any increase in rates is limited to a gradual increase to pay back the ARRA loan monies. An overview of the Tentative FY 2011 Budget was given.

Trustee Walker moved and Trustee Carney seconded to schedule a public hearing, on April 14, 2010 at 9:00 am, at the District's Administrative Office, 1S649 Shaffner Road, Wheaton, Illinois, for the Tentative FY 2011 Budget and Appropriation, and for the Proposed FY 2011 User Charge Rates. A public notice will be published on March 12, 2010 in the Daily Herald.

ROLL CALL VOTE:

Cleve Carney
Robert A. Hesterman
Jeffrey R. Walker

MOTION CARRIED

16. APPROVE TRANSFER OF SEED MONEY FROM FUND 40 TO FUND 36 FOR ARRA FUNDED PROJECTS

The turnaround time for payments from ARRA funded construction projects is taking longer in Springfield than anticipated. A transfer of seed money would enable timely payments to the contractors for the Southside Interceptor Sewer Project and the Primary/Preliminary Treatment Facility Project. Once the projects are completed and fully paid by IEPA, then the money would be returned to Fund 40. It is estimated that the total transfer period would be approximately 24 months.

Trustee Walker moved and Trustee Carney seconded to approve the transfer of \$900,000 from Fund 40 (Capital Improvement Fund) to Fund 36 (Construction Fund), and that the monies are returned after completion of the project.

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M I N U T E S

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MOTION CARRIED

ADJOURNMENT

There being no further business to come before the Board, Trustee Carney moved and Trustee Walker seconded that the Board Meeting be adjourned at 10:22 am.

ROLL CALL VOTE:

Robert A. Hesterman
Jeffrey R. Walker
Cleve Carney

MOTION CARRIED

CLERK