

**MINUTES OF THE AUGUST 27, 2024 MONTHLY MEETING  
OF THE BOARD OF TRUSTEES OF THE  
MILL CREEK WATER RECLAMATION DISTRICT**

Meeting Date: August 27, 2024

Place: Valleybrook Community Church  
0N377 N. Mill Creek Ave., Geneva, Illinois

Time: 7:00 p.m.

Attendance Trustees: James Dougherty, Mark Hammond and Ben D'Andrea were present.

Others present: William Thomas, James Hare, Jason Fowler, Greg Weddle and Nick Bellavia

**AGENDA ITEM NUMBER:**

**1. and 2.**

**CALL TO ORDER and ROLL CALL.**

The monthly meeting of the Mill Creek Water Reclamation District Board of Trustees ("District") was called to order at 7:00 p.m. at the Valleybrook Community Church, 0N377 N. Mill Creek Avenue, Geneva, Kane County, Illinois on Tuesday, August 27, 2024, by Trustee D'Andrea. Trustee Dougherty, Trustee D'Andrea and Trustee Hammond were Present.

**ANNOUNCEMENTS AND PUBLIC COMMENT.** Trustee D'Andrea stated that the Board of Trustees is still operating under the temporary rules posted on the agenda. Jason Fowler advised that there were no emails with public comment and no members of the public were in attendance other than those identified above.

**3. LONG RANGE PLANNING.** No report.

**4. DECENNIAL COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY.** The Local Government Efficiency Act Committee members Greg Weddle and Nick Bellavia were present as well as the District Trustees. J. Fowler provided the Committee members with a draft report which was reviewed. Committee members are to further review the draft report and provide J. Fowler with their additional comments. A final draft of the report will be discussed and approved at the November meeting.

5. **OLD BUSINESS.**

a. **Approval of the minutes of the July 23, 2024 Board of Trustees Meeting**

Motion by Trustee Dougherty to approve the minutes of the July 23, 2024 Board of Trustees Meeting; seconded by Trustee Hammond.

Roll Call Vote: Ayes: 3 Nays: 0 Absent: 0

Motion approved.

6. **NEW BUSINESS**

a. **Financial reports, including discussion and approval or disapproval of accounts payable list, treasurer's report, financial statements, past due account payment plans and outstanding invoices.** Jim Hare presented the financial reports. Discussion regarding the reports.

Motion by Trustee Hammond to approve the financial reports, Treasurer's Report, financial statements and accounts payable in the amount of \$302,619.39; seconded by Trustee D'Andrea

Roll Call Vote: Ayes: 3 Nays: 0 Absent: 0

Motion approved.

b. **Operations Report from Sheaffer & Roland.**

Jason Fowler provided an update to the Board. As to the irrigation pump station, materials have been ordered and are expected to arrive shortly. As to the wastewater flow meter, the meter has been received and installation is currently being coordinated. As to the High Service Pump 4 VFD, Fundamental Technologies has ordered the parts and will be scheduling the installation after the well VFDs are installed. As to Well 1 and 2 VFD installations, the equipment pads have been poured and Fundamental Technologies is working on the delivery of the transfer switches to complete the control cabinets. Lift Station 1 is having control issues due to the aging panel, causing pump failures and level control issues. Sheaffer & Roland met with Metropolitan to discuss replacement of the panel and to obtain a second quote for comparison with ACC. Items were budgeted for next year.

Motion by Trustee Hammond to accept the Operations Report as presented; seconded by Trustee Dougherty.

Roll Call Vote: Ayes: 3 Nays: 0 Absent: 0

Motion Approved

**c. Consider and approve Resolution No. 2024-03** authorizing the District President to execute an Agreement with American Affirmative Insurance Corporation for increased property replacement insurance coverage at an amount not to exceed \$2,499.00.

Motion by Trustee Hammond to approve Resolution No. 2024-03; seconded by Trustee Dougherty

Roll Call Vote: Ayes: 3 Nays: 0 Absent: 0

Motion Approved.

**d. Discuss and consider the use of Gusto Payroll Services as recommended by Cherry Bekaert.** Jim Hare provided information as to the possible services available for Trustees payroll . No action taken.

**e. Discuss and approve a renewal of the Daupler Notification System.**

Motion by Trustee Hammond to approve a 1-year agreement with Daupler Notification System at the cost not to exceed \$9,900.00; seconded by Trustee Dougherty

Roll Call Vote: Ayes: 3 Nays: 0 Absent: 0

Motion Approved

## 7. **CLOSED SESSION.**

a. To consider any subject identified as an exception in the Open Meeting Act pursuant to 5 ILCS 120/2(c).

None.

b. Litigation, when an action against, affecting or on behalf of the public body has been filed and is pending before a court or administrative tribunal, or when a public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

None.

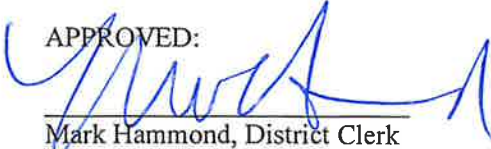
8. **ADJOURNMENT.**

Upon motion duly made by Trustee Dougherty to adjourn until the Meeting of September 24, 2024, seconded by Trustee Hammond and unanimously carried, the meeting of the Board of Trustees was adjourned at 7:39 p.m.

Roll Call Vote: Ayes: 3 Nays: 0 Absent: 0

Motion Approved

APPROVED:

  
Mark Hammond, District Clerk

CERTIFICATION  
OF MINUTES OF THE BOARD OF TRUSTEES  
MEETING

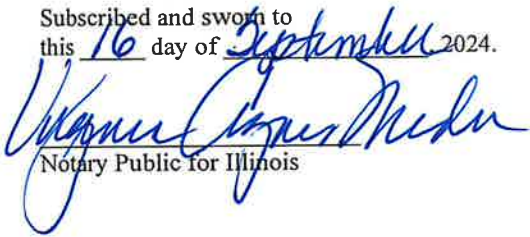
I hereby certify that the attached minutes were reviewed and approved for the August 27<sup>th</sup>, 2024 Meeting of the Board of Trustees for the Mill Creek Water Reclamation District.



MARK HAMMOND  
DISTRICT CLERK

Date: 9/16/24

Subscribed and sworn to  
this 16 day of September 2024.

  
Notary Public for Illinois