

CERTIFICATION  
OF MINUTES OF THE BOARD OF TRUSTEES  
MEETING

I hereby certify that the attached minutes were reviewed and approved at the March 21, 2023 Meeting of the Board of Trustees for the Mill Creek Water Reclamation District.



MARK HAMMOND  
DISTRICT CLERK

Subscribed and sworn to  
this 21<sup>st</sup> day of March, 2023.



Notary Public for Illinois



**MINUTES OF THE MARCH 2, 2023 MONTHLY MEETING (RESCHEDULED)  
OF THE BOARD OF TRUSTEES OF THE  
MILL CREEK WATER RECLAMATION DISTRICT**

Meeting Date: Thursday, March 2, January 24, 2023  
Place: SSA Office in the Mill Creek Village Center,  
39W250 Herrington Blvd., Ste. R-1,  
Blackberry Township, Kane County, IL  
Time: 7:00 p.m.  
Attendance: Trustees: James Dougherty, Mark Hammond and Ben  
D’Andrea  
Others: Charles Radovich, James Hare, Kim Hoadley  
Jason Fowler, Dan Whiston, Steve Kuhn

**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 SSA Office in the Mill Creek Village, Blackberry Township, Kane County, Illinois on Thursday, March 2, 2023 by President Dougherty. Trustees Dougherty, D’Andrea and Hammond were present. Pursuant to notice this meeting was rescheduled from February 28, 2023.

**ANNOUNCEMENTS AND PUBLIC COMMENT.** Trustee Dougherty stated the Board is still operating under the temporary rules posted on the agenda. Jason Fowler advised that as of 5:00 p.m. there were no emails with public comment and no members of the public were on the conference call. Steve Kuhn of Alexander Drive was present. Mr. Kuhn stated he was requesting a credit on his water usage bill due to his bill being over \$400 for the month of December. He stated this is high and he did not have any extreme water usage in the month of December. Fowler advised that the meter was mechanical and would not turn over additional count numbers as an electronic meter could. The Board discussed the issue with the homeowner. There was a consensus

to have the meter tested, at the expense of the District, as it is 20-25 years old and there is no explanation for the increase in the water usage. A decision will be made after the test is conducted.

3. **LONG RANGE PLANNING.** No items for discussion.

4. **OLD BUSINESS.**

**a. Approval of the minutes of the January 24, 2023 Meeting of the Board of Trustees.**

Motion by Trustee D’Andrea to approve the minutes of the January 24, 2023 regular meeting; seconded by Trustee Hammond.

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

Motion Approved

5. **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 D’Andrea to approve the financial reports, Treasurer’s Report, financial statements and accounts payable, including additional accounts payable in the sum of \$26,577.82; seconded by Trustee Hammond.

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

Motion Approved

**b. Operations Report from Sheaffer & Rolland and discussion regarding the same.** Jason Fowler presented the operations report. Fowler stated that a homeowner submitted a request for a reimbursement on their water usage as they had a leak in the irrigation equipment. The Board discussed and agreed that there is no reimbursement for water leaks. The Board discussed the request from Geneva Park District for a water fountain connection. Fowler will follow up with the IEPA regarding his concerns in the distance of the water line from the main.

Motion by Trustee Hammond to accept the Operations Report as; seconded by Trustee D’Andrea.

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

Motion Approved

c. **Consideration and Approval of three Proposals for a Rate Study.** Fowler provided two (2) bids to the board for their review. Fowler recommended the use of Municipal Well & Pump in the sum of \$108,042.00.

Motion by Trustee Hammond to approve proposal from Municipal Well & Pump in the sum of \$108,042.00; seconded by Trustee D'Andrea.

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

Motion Approved

d. **Consideration and Approval of Engagement Letter from PKF Mueller for 2023.**

Motion by Trustee D'Andrea to approve the Engagement Letter from PKF Mueller for 2023; seconded by Trustee Hammond.

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

Motion Approved

6. **Closed Session.**

Motion by Trustee Dougherty to enter closed session for consideration of pending litigation; seconded by Trustee D'Andrea.

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

Motion Approved

7. **Adjournment.**

Upon motion duly made by Trustee Dougherty to adjourn until the Meeting of March 21, 2023, seconded by Trustee D'Andrea and unanimously carried, the meeting of the Board of Trustees was adjourned.

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

Motion approved.

APPROVED:



Mark Hammond, District Clerk