

**MINUTES OF THE SEPTEMBER 16, 2024 SPECIAL MONTHLY MEETING
OF THE BOARD OF TRUSTEES OF THE
MILL CREEK WATER RECLAMATION DISTRICT**

Meeting Date:	September 16, 2024
Place:	Mill Creek Water Reclamation District Treatment Facility 39W889 Wilmington Way, Geneva, Illinois
Time:	3:30 p.m.
Attendance Trustees:	James Dougherty and Mark Hammond were present. Ben D'Andrea was absent.
Others:	William Thomas, James Hare, Jason Fowler, and Dan Whiston.

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 3:42 p.m. at the Mill Creek Water Reclamation District Treatment Facility, 39W889 Wellington Way, Geneva, Kane County, Illinois on Tuesday September 16, 2024, by Trustee Hammond. Trustee Dougherty and Trustee Hammond were Present. Trustee D'Andrea was absent.

Motion by Trustee Dougherty to appoint Trustee Hammond as President Pro Tem for today's meeting; seconded by Trustee Hammond.

Roll Call Vote: Ayes: 2 Nays: 0 Absent: 1

Motion Approved.

ANNOUNCEMENTS AND PUBLIC COMMENT. Trustee Hammond 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. **OLD BUSINESS**

a. **Approval of the minutes of the August 27, 2024 Board of Trustees Meeting.**

Motion by Trustee Hammond to approve the minutes of the August 27, 2024 Board of Trustees Meeting; seconded by Trustee Dougherty.

Roll Call Vote: Ayes: 2 Nays: 0 Absent: 1

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 Hammond to approve the financial reports, Treasurer's Report, financial statements and accounts payable in the amount of \$99,372.12; seconded by Trustee Dougherty.

Roll Call Vote: Ayes: 2 Nays: 0 Absent: 1

Motion Approved.

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

Jason Fowler provided an update to the Board. Irrigation season for 2024 is almost over. Lagoon levels are nearly empty but with good weather predicted, should be at maintenance irrigation by the end of September.

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

Roll Call Vote: Ayes: 2 Nays: 0 Absent: 1

Motion Approved.

c. **Discuss and authorize terms for Agreement with Milo Enterprises LLC for billing services.** Discussion on proposal including set up/transition fees, monthly billing services and professional services agreement.

Motion by Trustee Hammond to approve terms of proposal pending legal review; seconded by Trustee Dougherty..

Roll Call Vote: Ayes: 2 Nays: 0 Absent: 1

Motion Approved.

d. Consideration of draft budget for calendar year 2025 and establishment of public hearing on the 2025 budget for 7:00 p.m. on November 19, 2024 to consider draft budget. J. Hare passed out actual 2024 budget and 2025 recommended budget amounts.

6. **CLOSED SESSION.**

Motion by Trustee Hammond to go into closed session at 4:07 p.m.; seconded by Trustee Dougherty.

Roll Call Vote: Ayes: 2 Nays: 0 Absent: 1

Motion Approved.

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

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 5 ILCS 120/2 (c)(11).

Motion by Trustee Hammond to go out of closed session at 4:49 p.m.; seconded by Trustee Dougherty.

Roll Call Vote: Ayes: 2 Nays: 0 Absent: 1

Motion Approved.


7. ADJOURNMENT

Upon motion duly made by Trustee Hammond to adjourn until the Meeting of October 16, 2024; seconded by Trustee Dougherty and unanimously carried, the meeting of the Board of Trustees was adjourned at 4:49 p.m.

Roll Call Vote: Ayes: 2 Nays: 0 Absent: 1

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 September 16, 2024 Meeting of the Board of Trustees for the Mill Creek Water Reclamation District.


MARK HAMMOND
DISTRICT CLERK

Date: 10/15/24

Subscribed and sworn to
this 21st day of October, 2024.

Barbara L. Remus
Notary Public for Illinois

