

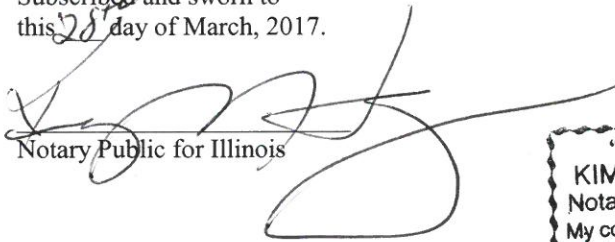
CERTIFICATION
OF MINUTES OF THE BOARD OF TRUSTEES
MEETING FOR FEBRUARY 28, 2017

I hereby certify that the attached minutes were reviewed and approved at the ~~February~~^{March} 28, 2017 Meeting of the Board of Trustees for the Mill Creek Water Reclamation District.



MARK HAMMOND
DISTRICT CLERK

Subscribed and sworn to
this ~~28~~²⁸ day of March, 2017.



Notary Public for Illinois



**MINUTES OF THE FEBRUARY 28, 2017 MONTHLY MEETING
OF THE BOARD OF TRUSTEES OF THE
MILL CREEK WATER RECLAMATION DISTRICT**

Meeting Date: Tuesday, February 28, 2017
Place: SSA Office in the Mill Creek Village Center,
39W250 Herrington Boulevard, Suite R-1
Blackberry Township, IL
Time: 7:00 p.m.
Attendance: Trustees: James Dougherty, Mark Hammond and Ben D'Andrea
Others: Charles Radovich, James Hare, Jason Fowler and
Kim Hoadley

AGENDA ITEM NUMBER:

1. and 2.

CALL TO ORDER and ROLL CALL

The monthly meeting of the Mill Creek Water Reclamation District ("District") for February 28, 2017 was called to order at 7:00 p.m. at the SSA Office in the Mill Creek Village Center, Blackberry Township, Illinois on Tuesday, February 28, 2017 by Trustee Dougherty. Trustees present were James Dougherty, Mark Hammond and Ben D'Andrea.

3. ANNOUNCEMENTS AND PUBLIC COMMENT. Attorney Radovich asked the Board if the meeting packet was preferred over the separate emails; the Board said it was. Trustee Dougherty completed FOIA training.

4. LONG RANGE PLAN SUBCOMMITTEE REPORT. No report.

5. OLD BUSINESS

5a. *Approval of the minutes of the January 24, 2017 Board of Trustees' meeting.*

Motion by Trustee Hammond to approve the minutes of the January 24, 2017 Board of Trustees' meeting; seconded by Trustee Dougherty.

Vote: Ayes: 3 Nays: 0

Motion Approved

6. NEW BUSINESS

6.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.*

James Hare of Mueller & Co. presented the Accounts Payable List, Treasurer's Report, financial statements, past due account payment plans and outstanding invoices. Hare advised that an invoice was received from Imperial Surveillance for the quarterly service agreement and it is marked due on receipt. Hare requested authorization to place this recurring quarterly statement as an automatic payment when presented. Discussion was had regarding the additional work performed by Imperial Surveillance. Jason Fowler advised that the work is not completed and recommended holding back payment of the final invoice until the work is completed satisfactorily.

Motion by Trustee Dougherty to authorize the additional work performed by Imperial Surveillance in the total amount of \$383.47 per Estimate No. 115149; seconded by Trustee Hammond.

Roll Call Vote: Ayes: 3 Nays: 0

Motion Approved

Jason Fowler provided background information on two water meters used by Shodeen, Inc. that Shodeen has not been able to locate. Fowler said Shodeen has not paid the bills for these meters for the last year, however, the District received approximately \$2600 to \$2800 in security deposits and fees prior to that time. Fowler also stated that there was probably a deposit of \$500 on each meter, but that it would be a great amount of work to verify this as the meters were originally provided to Shodeen in 2002. Fowler asked for a consensus from the Board to write off the meters. There was a consensus by the Board to write off the meters.

Motion by Trustee Hammond, Second by Trustee DAndrea to approve the Accounts Payable, pending approval by Sheaffer & Roland on Imperial Surveillance completion of work, Treasurer's Report, past due payment plans and the financial statements as presented.

Roll Call Vote: Ayes: 3 Nays: 0

Motion Approved

Motion to discontinue billing to Shodeen, Inc. for two construction water meters numbered 421529 and 421530 and to write off or forgive the current account balance by Trustee Hammond and second by Trustee Dougherty.

Voice Vote: Ayes: 3 Nays: 0

Motion Approved

6.b. *Operations Report from Sheaffer & Roland and Discussion Regarding Same.*

The Operations Report was presented by Jason Fowler of Sheaffer & Roland.

Motion by Trustee Dougherty, to accept the Operations Report as presented. Seconded by Trustee D'Andrea.

Roll Call Vote: Ayes: 3 Nays: 0

Motion Approved

6.c. *Consideration of renewal of Mueller & Co. engagement.*

Motion by Trustee Hammond, to authorize approve the reengagement of accounting services with Mueller & Co. for calendar year 2017. Seconded by Trustee Dougherty.

Roll Call Vote: Ayes 3 Nays: 0

Motion Approved

6.d. *Consideration of credit Card Processor for Utility Payments.*

Motion to Authorize the submission of the Matrix Application for payment systems by Trustee Dougherty; second by Trustee Hammond

Roll Call Vote: Ayes 3 Nays: 0

Motion Approved

7. *Closed Session.*

A motion was made by Trustee Dougherty and seconded by Trustee Hammond to adjourn to closed session to discuss the purchase or lease of real property and/or pending/anticipated litigation and approval of closed session minutes.

Roll Call vote: Ayes: 3 Nays: 0

Motion approved.

8. *Consideration of Purchase or Lease of Real Property and/or pending/anticipated litigation, , subject to closed session consideration.*

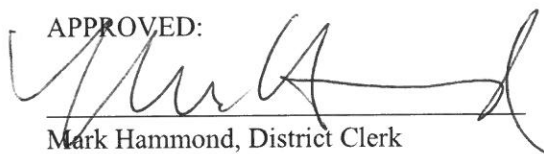
The Board returned to open session at 8:16 p.m.

Upon motion duly made by Trustee to adjourn until the next regular meeting, seconded by Trustee Dougherty and unanimously carried, the February 28, 2017 Meeting of the Board of Trustees was adjourned.

Roll Call Vote: AYES: 3 NAYS: 0

Motion approved.

APPROVED:

A handwritten signature in black ink, appearing to read "Mark Hammond", is written over a horizontal line. The signature is fluid and cursive.

Mark Hammond, District Clerk