

**MINUTES OF THE FEBRUARY 22, 2024 MONTHLY MEETING  
OF THE BOARD OF TRUSTEES OF THE  
MILL CREEK WATER RECLAMATION DISTRICT**

Meeting Date: February 22, 2024

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

Time: 7:00 p.m.

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

Others: William Thomas, James Hare, Jason Fowler,  
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 7:00 p.m. at the Valleybrook Community Church, 0N377 N. Mill Creek Avenue, Geneva, Kane County, Illinois on Thursday, February 22, 2024, by President D'Andrea. Trustee Dougherty, Trustee D'Andrea were present and Trustee Hammond was absent.

**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 on the conference call or physically present at the meeting.

**3. LONG RANGE PLANNING.** The Local Government Efficiency Act Committee has no scheduled meeting date at this time. The report needs to be prepared 18-months from June 2023 (due by December 2024).

**4. OLD BUSINESS.**

**a. Approval of the minutes of the January 25, 2024 Board of Trustees Meeting**

Motion by Trustee Dougherty to approve the minutes of the January 25, 2024 Board of Trustees Meeting; seconded by Trustee D'Andrea.

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

Motion Approved

**b. Approval of the minutes of the January 25, 2024 Special Meeting of the Board of Trustees**

Motion by Trustee Dougherty to approve the minutes of the January 25, 2024 Special Meeting of the Board of Trustees; seconded by Trustee D'Andrea.

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

Motion Approved

**c. Approval of Closed Session Minutes of the January 25, 2024 Board of Trustees Meeting**

Motion by Trustee Dougherty to approve the Closed Session minutes of the January 25, 2024 Special Meeting of the Board of Trustees; seconded by Trustee D'Andrea.

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 D'Andrea to approve the financial reports, Treasurer's Report, financial statements, accounts payable and \$28,564 in additional accounts payable; seconded by Trustee Dougherty.

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

Motion Approved

**b. Operations Report from Sheaffer & Roland and discussion regarding the same.**

Jason Fowler presented the operations report. Fowler provided an update on the Well 3 VFD and Automatic Transfer Switch project which has been awarded to Midwest Power Industry with installation pending the completion of Well 2 repairs. Fowler provided an update on the Irrigation Pump Station that Carmody was contacted to proceed with the work approved while waiting for a start date. Fowler advised that the replacement of the flow meter for the wastewater system has been received, with installation planned for early March. He advised that Well 2 motor replacement work has been completed and is anticipated to be back online the week of February 19. Pump 1 at Lift Station 5 was pulled and evaluated. Two quotes were received to repair the pump and he also provided the cost to buy a new pump and install. Fowler recommends purchasing the new pump while repairing the old to use as a backup. The Valleybrook Community Church has an old read meter and is the last commercial manual meter in the system. A new

remote read capable meter will cost \$3,195 from Mid-West Meter with a cost to install of approximately \$1,000.

Motion by Trustee D'Andrea to accept the Operations Report as presented; seconded by Trustee Dougherty.

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

Motion Approved

6. **CLOSED SESSION.** None

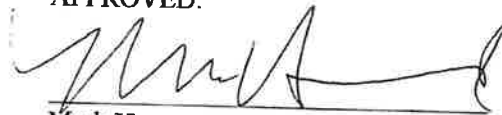
7. **ADJOURNMENT.**

Upon motion duly made by Trustee D'Andrea to adjourn until the Meeting of March 19, 2024, seconded by Trustee Dougherty and unanimously carried, the meeting of the Board of Trustees was adjourned at 7:15 p.m.

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

Motion Approved

APPROVED:

A handwritten signature in black ink, appearing to read 'Mark Hammond', written over a horizontal line.

Mark Hammond, District Clerk

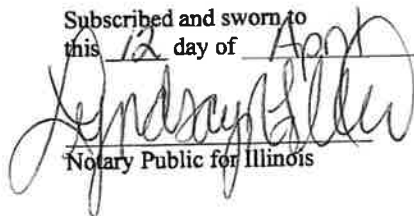
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CERTIFICATION  
OF MINUTES OF THE BOARD OF TRUSTEES  
MEETING

I hereby certify that the attached minutes were reviewed and approved for the ~~February~~ 22, 2024 Meeting of the Board of Trustees for the Mill Creek Water Reclamation District.

  
MARK HAMMOND  
DISTRICT CLERK

Date: 4/12/24

Subscribed and sworn to  
this 12 day of April, 2024.  
  
Notary Public for Illinois

