

**MINUTES OF THE DECEMBER 19, 2023 MONTHLY MEETING
OF THE BOARD OF TRUSTEES OF THE
MILL CREEK WATER RECLAMATION DISTRICT**

Meeting Date: December 19, 2023

Place: Mill Creek Water Reclamation District Treatment Facility, 39W889 Wellington Way, Geneva, Illinois

Time: 7:00 p.m.

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

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 Mill Creek Water Reclamation District's Treatment Facility, 39W889 Wellington Way, Geneva, Kane County, Illinois on Tuesday, December 19, 2023, by President Dougherty. Trustees Dougherty, D'Andrea and Hammond were present.

ANNOUNCEMENTS AND PUBLIC COMMENT. Trustee Dougherty 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. Discussion regarding the Local Government Efficiency Act Committee to meet and prepare a Report with a potential meeting on February 27, 2024 at 7:00 p.m. Two members/volunteers have been selected along with the three trustees. No meeting has yet to be held but a report needs to be prepared 18-months from June 2023 (due by December 2024).

4. OLD BUSINESS.

a. Approval of the minutes of the November 14, 2023 and November 15, 2023 Special Meeting of the Board of Trustees

Motion by Trustee D'Andrea to approve the minutes of the November 14, 2023 and November 15, 2023 Special Meeting of the Board of Trustees; seconded by Trustee Hammond.

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

Motion Approved

b. Approval of the minutes of the November 28, 2023 Board of Trustees Meeting

Motion by Trustee D'Andrea to approve the minutes of the November 28, 2023 Board of Trustees 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 Hammond to approve the financial reports, Treasurer's Report, financial statements and accounts payable; seconded by Trustee D'Andrea.

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

Motion Approved

b. Operations Report from Sheaffer & Roland and discussion regarding the same. Jason Fowler presented the operations report.

Fowler provided a quote for cleaning of sediment/debris from Well 2, price for said work would be at an hourly rate in an amount not to exceed \$11,630.00 from Water Well Solutions. Water Well Solutions also provided a quote on VFD for the transfer pump which is \$9,175.00 to acquire and install VFD. Fowler authorized Water Well Solutions to proceed on an emergency basis after speaking with Trustee Hammon and Trustee Dougherty, this ratifies the emergency purchase.

Motion by Trustee Hammond to accept the Operations Report as presented as well as approval not to exceed \$11,630.00 to clean out the bottom of Well 2 by Water Well Solutions; seconded by Trustee D'Andrea.

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

Motion Approved

c. Authorization to enter into a Facility Reservation Agreement with Valleybrook Community Church and provide security deposit. Discussion and review of Certificate of Insurance.

Motion by Trustee D'Andrea to enter into the Facility Reservation Agreement with the Valleybrook Community Church and provide the deposit in the amount of \$500.00; seconded by Trustee Hammond.

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

Motion Approved

d. Consideration and Approval of Resolution 2023-03 (Resolution Establishing the Officers of the Board of Trustees). Review and discussion about Resolution.

Motion by Trustee Dougherty to establish the Officers of the Board of Trustees with Mr. D'Andrea as President, Mr. Dougherty as Vice President, and Mr. Hammond as Secretary and Treasurer; seconded by Trustee D'Andrea.

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

Motion Approved

e. Consideration of Resolution 2023-04 (Authorizing the Execution of Stormwater Management Agreement with Shaeffer and Roland for Calendar Year 2024). Fowler provided the standard Stormwater Agreement that was budgeted for the year 2024 to the Board for their review; no changes to the Agreement.

Motion by Trustee D'Andrea to approve Resolution 2023-04 (Authorizing the Execution of Stormwater Management Agreement with Shaeffer and Roland for Calendar Year 2024); seconded by Trustee Hammond.

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

Motion Approved

f. Consideration and approval of Resolution 2023-05 (Resolution Establishing the 2024 Regular Meeting Dates for the Board of Trustees). Change of March meeting to the 19th.

Motion by Trustee Dougherty to establish the Regular Meeting dates for the Board of Trustees for 2024 as reflected in Resolution 2023-05, the only change is the March date which will be changed to March 19, 2024; seconded by Trustee Hammond.

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

Motion Approved

g. Discussion of Intergovernmental Agreement with the Geneva Park District. No action taken pending further review of Agreement.

6. CLOSED SESSION.

Motion by Trustee Dougherty to enter closed session for the purposes of consideration of litigation, which is pending and approval of closed session minutes; seconded by Trustee D'Andrea.

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

Motion Approved


7. ADJOURNMENT.


Upon motion duly made by Trustee Hammond to adjourn until the Meeting of January 23, 2024, seconded by Trustee D'Andrea and unanimously carried, the meeting of the Board of Trustees was adjourned at 8:48 p.m.

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

Motion Approved

APPROVED:



Mark Hammond, District Clerk


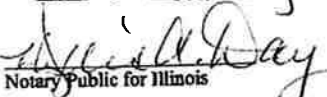
CERTIFICATION
OF MINUTES OF THE BOARD OF TRUSTEES
MEETING

I hereby certify that the attached minutes were reviewed and approved for the December 19, 2023 Meeting of the Board of Trustees for the Mill Creek Water Reclamation District.


~~MARK HAMMOND~~ *James Dougherty*
DISTRICT CLERK

Date: 1/25/24

Subscribed and sworn to
this 25th day of January, 2024.


Notary Public for Illinois

