

**MINUTES OF THE OCTOBER 14, 2025 SPECIAL MONTHLY MEETING
OF THE BOARD OF TRUSTEES OF THE
MILL CREEK WATER RECLAMATION DISTRICT**

Meeting Date:	October 14, 2025
Place:	Valleybrook Community Church 0N377 N. Mill Creek Dr. Geneva, Illinois
Time:	5:30 p.m.
Attendance Trustees:	James Dougherty, Ben D'Andrea, and Mark Hammond.
Others:	William Thomas, James Hare, Jason Fowler, and Attorney Dan Whiston were present.

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 5:30 p.m. at the Valleybrook Community Church 0N377 N. Mill Creek Dr., Geneva, Kane County, Illinois on Tuesday, October 14, 2025, by Trustee D'Andrea. Trustee D'Andrea, Trustee Dougherty and Trustee Hammond were present.

ANNOUNCEMENTS AND PUBLIC COMMENT. Jason Fowler advised that there were no emails with public comments and no one from the general public was in attendance.

3. **LONG RANGE PLANNING.** None

4. **OLD BUSINESS.**

- a. Approval of the minutes of the August 26, 2025, Board of Trustees' Meeting. Motion by Trustee Hammond to approve the minutes as presented; Seconded by Trustee Dougherty.

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

Motion Approved.

- b. Approval of the Closed Session Minutes of the August 26, 2025 Board of Trustees meeting. Motion by Trustee Hammond to approve the minutes as presented; Seconded by Trustee Dougherty.

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

Motion Approved.

- c. Approval of minutes of the September 23, 2025 Board of Trustees meeting. Motion by Trustee Hammond to approve the minutes as presented; Seconded by Trustee Dougherty.

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

Motion Approved.

- d. Approval of closed session minutes of September 23, 2025 Board of Trustees meeting. Motion by Trustee Hammond to approve the minutes as presented; Seconded by Trustee Dougherty.

Roll Call Vote: Ayes: 2 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 including accounts payable in the amount of \$106,015.94 plus additional accounts payable in the amount of \$38,772.00. Motion by Trustee Hammond to approve the reports; Seconded by Trustee Dougherty.

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

Motion Approved.

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

Jason Fowler providing an update to the board, which indicated that as to water-related repairs, that a water leak on Preston Circle was discovered on October 2, 2025. G. Snow was contacted who located the leak on October 3rd. The main was shut down and a new corporation stop was installed. A boil order was issued and a sample was sent to the lab, receiving a satisfactory result on October 4th, which lifted the boil order. Restoration of the turf area would be completed by cornerstone. As to the Metronet service, construction is completed and the terminations have been made at the endpoints. MetroNet will be on site the week of November 20th to complete the water main plant installation and follow up with the three wells. As to the sand filter rehabilitation phase one, three quotes were received for the installation of a by pass piping, to allow for the filter rehabilitation. A rental pump had to be brought in and the bypass should be considered an emergency, waiving any need for public bid requirements. Of the three quotes submitted, we're still getting lead times for each of the three contractors to help, which will help in aid of the selection. Once complete, the rental pump will be returned.

Jason Fowler also provided a list of 2026 fiscal year capital projects which would include a continuous backwash sand filter rehabilitation, lift station 2 control panel replacement, cell 1 partial aeration replacement, lift stations 4 and 6 manual transfer switches and sockets, Lift station 5 auto transfer switch and generator, softener control panel PLC replacement, and building edition for meeting space and generator storage.

Motion by Trustee Hammond to approve the reports as submitted; Seconded by Trustee Doherty.

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

Motion Approved.

c. Discussion and approval of 12-month Agreement with Electricity bidder.

Jason Fowler did not receive all the necessary information prior to this meeting. This item will be tabled for consideration at the November meeting.

d. Discussion and approval of bids from sand filter bypass piping.

Jason Fowler provided the records associated with the G. Snow bid for this work in the amount of \$21,005.50. A motion by Trustee Hammond to approve G. Snow bid in that amount; seconded by Trustee Dougherty.

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

Motion Approved.

e. Discussion of the status of the Campton Hills/Shodeen Development.

Attorney Thomas provides an update that the Campton Hills Planning and Zoning Commission was scheduling special meetings in October, which he will attend and report back to the board.

f. Discussion and approval of engagement agreement with Ottosen DiNolfo Hasenbalg & Castaldo, Ltd. for legal services associated with the Campton Hills/Shodeen Development.

A motion by Trustee Hammond to approve engagement agreement; seconded by Trustee Doherty.

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

Motion Approved.

g. Discussion and approval of an Amendment to Ordinance Number 2023-06, an Ordinance amending and restating Ordinance Number 2012-01, establishing rates, fees and charges in connection with the use of the waterworks, wastewater, Reclamation and reuse systems owned or operated by, or located within the boundaries of, the Mill Creek Water Reclamation District.

No action taken on this item.

h. Discussion and approval of revisions to the Geneva Park District Grant of Easement.

Board discussion as to the park district's comments on the proposed grant of easement.

Board directs Jason Fowler to work on the Grant of Easement based upon the comments by the park district and to respond.

i. Consideration of draft budget for calendar year 2026 for the future public hearing on the 2026 budget for 5:30 p.m on November 18, 2025.

Jim Hare went through the draft budget draft 2026 budget and comments made by the board as to revisions to the same subject to the future public hearing date scheduled for November 18, 2025.

6. CLOSED SESSION.

Motion of Trustee Hammond to go into closed session; seconded by Trustee Dougherty.

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

Motion Approved and the Board went into closed session at 6:25 p.m.

- a. To consider any subject identified as an exception in the Open Meetings 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 that finding shall be recorded and entered into the Minutes of the closed meeting 5 ILCS 120/2(c)(11).

c. The appointment, employment, compensation, discipline, performance, or dismissal with specific employees, specific individuals who serve as independent contractors in a park, recreational, or education setting, or specific volunteers of the public body or legal counsel for the public body, including hearing on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this act. 5 ILCS 120/2 (c)(1).

Motion to leave closed session made by Trustee Hammond; seconded by Trustee Dougherty.

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

Motion Approved to return to open session at 7:00 pm.

7. ADJOURNMENT.

Upon motion duly made by Trustee Hammond to adjourn until the next Meeting of the Board of Trustees on November 18, 2025; seconded by Trustee Dougherty and unanimously carried.

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

Motion Approved and the meeting of the Board of Trustees was adjourned at 7:01 p.m.

APPROVED:

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

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 October 14,
2025, Meeting of the Board of Trustees for the Mill Creek Water Reclamation District.


MARK HAMMOND
DISTRICT CLERK

Date: 11/18/25

Subscribed and sworn to
this 18th day of November, 2025.


Notary Public for Illinois

