

**MINUTES OF THE JANUARY 28, 2025 MONTHLY MEETING
OF THE BOARD OF TRUSTEES OF THE
MILL CREEK WATER RECLAMATION DISTRICT**

Meeting Date:	January 28, 2025
Place:	Mill Creek Water Reclamation District Treatment Facility 39W889 Wellington Way Geneva, Illinois
Time:	5:30 p.m.
Attendance Trustees:	James Dougherty, Mark Hammond, and Ben D'Andrea were present.
Others:	William Thomas, James Hare, Jason Fowler, and D. 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 5:30 p.m. at the Mill Creek Water Reclamation District Treatment Facility, 39W889 Wellington Way, Geneva, Kane County, Illinois on Tuesday, January 28, 2025, by Trustee D'Andrea. Trustee D'Andrea, Trustee Hammond, and Trustee Dougherty were present.

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 comments 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 December 17, 2024 Board of Trustees Meeting.

Motion by Trustee Hammond to approve the minutes of the December 17, 2024 Board of Trustees Meeting; seconded by Trustee Dougherty.

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.

Motion by Trustee Hammond to approve the financial reports, Treasurer's Report, financial statements except the Julie, Inc. bill in the amount of \$2,725.80 and the Fundamental Technologies bill in the amount of \$3,000 and approving additional accounts payable in the amount of \$14,721.58; seconded by Trustee Dougherty.

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

Motion Approved.

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

Jason Fowler provided an update to the Board including that Carmody concluded their work on the irrigation pump station building. As to the wastewater flow meter,

the meter has been received and installation is being coordinated. As to the Well 1 and 2 VFD installations, Well 1 equipment was installed and tested and the system is up and running, and Well 2 equipment will be delivered in the coming weeks and tested. As to the filter pump roof replacement, the signed proposal has been sent to Carmody with work to be completed in Spring of 2025. A letter will be going out to District customers in February advising them that Milo will be taking over the District billing with additional information as to the management and billing procedures. Motion by Trustee Hammond to approve the Operations Report from Schaeffer & Roland; seconded by Trustee Dougherty.

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

Motion Approved.

c. Discuss and Consider the preparation of an Asset Management Plan.

Discussion among the Trustees and staff on J. Fowler putting together ideas for an Asset Management Plan and a process that future budgets could take into account and potentially combine with a Capital Improvement Plan. Fowler will contact some consultants which can be further discussed at a future meeting.

No Action Taken

d. Discuss and Consider the Approval of Cell I Aerators Replacement Proposal.

J. Fowler discussed the need for new Aerators for Cell 1 and provided a proposal; Motion by Trustee Hammond to approve the proposal for Schaeffer & Roland to provide and install 17 MARS Aerators at an amount not to exceed \$80,000; seconded by Trustee Dougherty.

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

Motion Approved.

6. CLOSED SESSION.

- a. 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). None.

Motion to go into Closed Session for the matters named above by Trustee Hammond at 5:56 p.m.; seconded by Trustee Dougherty.

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

Motion Approved.

Motion to go out of Closed Session at 6:05 p.m. by Trustee Hammond; seconded by Trustee Dougherty.

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

Motion Approved.

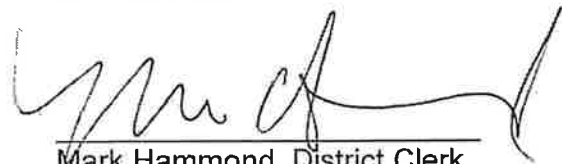
7. ADJOURNMENT.

Upon motion duly made by Trustee Hammond to adjourn until the next Meeting of the Board of Trustees on February 25, 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 6:07 p.m.

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 January 28, 2025 Meeting of the Board of Trustees for the Mill Creek Water Reclamation District.



MARK HAMMOND
DISTRICT CLERK

Date: 2/25/25

Subscribed and sworn to
this 26th day of February, 2025.


Notary Public for Illinois

