

**MINUTES
Of the
SOUTH LYONS TOWNSHIP SANITARY DISTRICT
Board Meeting
THURSDAY, SEPTEMBER 17, 2009**

CALL TO ORDER:

The Board of Trustees of the South Lyons Township Sanitary District met in a regularly scheduled meeting at **4:30 p.m. on THURSDAY, SEPTEMBER 17, 2009** at the District offices. Trustee Peck called the meeting to order, Trustee Anderson called the roll:

Present: Trustees Peck, Finn, and Anderson
Also present: Treasurer Linda Bugielski, Superintendent Chris Breakey, Attorney Ed King, Engineer Tom Heuer, Richard Barrett, Barrett Group, John Walsh, Resident
Absent: None

OMNIBUS VOTE AGENDA

- A. Approval of the JULY 16, 2009 Regular Board Meeting Minutes
- B. Approval of the AUGUST 20, 2009 Regular Board Meeting Minutes
- C. Approval of the Treasurer's Report for AUGUST, 2009
- D. Approval of Corporate & Sewer Warrants AUGUST 31, 2009
- E. Approval of Sewer Adjustments September 1-11, 2009
- F. Approval of General Ledger Adjustments, August 30, 2009

Mr. Finn asked Mr. Anderson if he had any problem with the July 16, 2009 minutes. Mr. Anderson indicated that he did not.

A MOTION BY TRUSTEE FINN AND SECONDED BY TRUSTEE ANDERSON TO APPROVE THE OMNIBUS AGENDA, ITEM A WAS UNANIMOUSLY ACCEPTED BY ROLL CALL

AYES: TRUSTEES PECK, FINN & ANDERSON

NAYS: NONE

ABSENT: NONE

Mr. Finn asked that Linda check under old business Page 3, Line 5 if the wording should be misunderstood, rather than understood. Mr. Breakey said that he thought that all bills generated by the superintendent were going to be checked by the Superintendent, not just the bills under \$1000 by him. That line should be changed to reflect that. Mr. Peck passed out a transcript of the June 18, 2009 Board Meeting showing the discussion on the violation notices that Tom Heuer sent out on the Grease Trap. Mr. Finn differed with this indicating that it was his and Louis' understanding that Chris would handle the letters. Mr. Anderson said he also had some changes to the minutes that he will submit to Linda to be approved at the next meeting.

Trustee Anderson questioned the General Ledger Adjustments which Linda explained that the auditors are asking the trustees to approve during the meeting and she will sign off on the sheet. The trustees also asked about the Sewer Adjustments. Linda explained that process and Mr. Finn asked that the Sheets reflect on the top whether they are Sewer or General Ledger Adjustments. Right now both sheets indicate just Adjustments.

Item B on the Agenda was tabled until after Trustee Anderson could submit changes in writing for approval at the October 15, 2009 Board Meeting.

A MOTION BY TRUSTEE FINN AND SECONDED BY TRUSTEE PECK TO APPROVE OMNIBUS AGENDA ITEMS C THROUGH F WAS UNANIMOUSLY ACCEPTED BY ROLL CALL

AYES: TRUSTEES PECK, FINN & ANDERSON

NAYS: NONE

ABSENT: NONE

CITIZENS COMMENTS: NONE

TREASURER'S REPORT

A. Linda reviewed her report as submitted to the board. She requested that the board pass the Capital Reserve Fund, the Identity Theft Ordinance and the publishing of the Web Site as was presented at the August, 2009 Meeting. Mr. Finn said he noticed that we are still being charged bank fees and asked that the bank be notified that we will move our money if they cannot provide services at no charge. Mr. Finn questioned Mr. Heuer's bills and asked that he send bills on a monthly basis. He questioned whether there were bills submitted by Mr. Heuer last month. After checking, it was found that none were presented to be paid in August. Mr. Finn thought Mr. Heuer was going to submit bills on a monthly basis and questioned him on why we were receiving July and August Bills in September. The board requested that bills be sent on a monthly basis from board meeting to board meeting.

Linda presented the Audit Management letter to the board for signature.

Mr. Anderson wanted to know why Ed Kings bill and Rags Electric Bill was paid before Board approval. Linda explained she had thought at the time there was no reason to hold back payment. Discussion on the bill payment procedure was discussed with an understanding that no bills are to be paid without board approval.

B. Dick Barrett Group: Linda introduced Dick Barrett to the board who proceeded to explain to the board his background and a plan he would like to work with SLTSD to increase their interest income by laddering 1.5 million dollars of our money by dividing it into thirds with CD's, Agencies, Governments, Treasuries & Ginny Maes, that are projected out to 3-5 year life with the ability of having liquidity. He recommended that our Investment Policy be updated, which the board agreed should be done.

SUPERINTENDENT'S REPORT: The Superintendent presented his report as presented. He indicated that we finished the next 12 grease interceptors and have quite a few that need repairs with a lot of the grease traps are leaking. He indicated that he has the next 12 chosen, but he plans on getting the first 12 fixed before he moves on to the next 12. He met with Metropolitan last week and went to their facility to see some of their equipment. He believes that we should begin replacing a lot of the equipment over the next 5 years.

Visu Sewer should start at the earliest on Thursday on Constance Lane.

He emailed an overview on Management Consultants and would like to begin interviewing them. He did not have a cost as of this date, and until they assess the situation here they could not quote a price.

A MOTION BY TRUSTEE ANDERSON AND SECONDED BY TRUSTEE FINN TO SCHEDULE THE INTERVIEWS WITH THE PERSONNEL COMPANIES IN ORDER TO GET A PRICE.

AYES: TRUSTEES PECK, FINN & ANDERSON

NAYS: NONE

ABSENT: NONE

A MOTION BY TRUSTEE FINN AND SECONDED BY TRUSTEE PECK TO ALLOW CHRIS BREakey TO TAKE A DAY OFF ON FRIDAY, SEPTEMBER 18, 2009 WITH PAY USING COMPENSATORY TIME WAS ACCEPTED BY ROLL CALL VOTE:

AYES: TRUSTEES PECK, FINN & ANDERSON

NAYS: NONE

ABSENT: NONE

ATTORNEY'S REPORT The Attorney had nothing to report

ENGINEER'S REPORT

We received a letter from the IEPA that they approved our Ordinance and User charges for payment of the Loan. Chris asked if we will begin construction this year. Until we get the money, we won't know without talking to the contractor.

OLD BUSINESS

A. John Walsh: Mr. King read a letter that was sent to Mr. Walsh's Attorney. He advised the board that he would meet with Mr. Walsh's attorney or Mr. Walsh at their direction, but since we presently have a threat of a suit, we should meet with Mr. Walsh's attorney. Mr. John Walsh inquired as to why he has not been notified on his FOIA request of June 19, 2009. Mr. King indicated that he has been notified by letter and verbally that all items requested have been produced and that he was to call to office to make an appointment. A letter along with a FAX History report indicating that this was sent to him showing a date of July 6, 2009. He was asked to call the office to set up an appointment, as all documents are available. Mr. Anderson questioned as to why he received John Wash's letter today when it was sent last week just today. Mr. King explained that what he received was a letter from him along with a copy of John Walsh's letter which he had received when it was received. He accused Linda of calling Tom Peck and not him when a letter is received. She said she does not call Mr. Peck, that he calls her. He asked that if a letter comes in with his name on it that he also receive a call. Linda indicated that if that is what he wants she will do that.

A. Capital Reserve Fund

A MOTION WAS MADE BY TRUSTEE PECK AND SECONDED BY TRUSTEE FINN TO CREATE A CAPITAL RESERVE FUND WITH A BEGINNING BALANCE OF \$500,000 TO BE TRANSFERRED FROM SEWER RESERVES WAS PASSED BY VOTE:

AYES: TRUSTEES PECK, FINN & ANDERSON

NAYS: NONE

ABSENT: NONE

B. Identity Theft Ordinance

This ordinance was tabled for review by attorney King and presentation at the October, 2009 meeting.

NEW BUSINESS

A MOTION WAS MADE BY TRUSTEE PECK AND SECONDED BY TRUSTEE FINN TO HAVE ED KING, CHRIS BREAKY AND LINDA BUGIELSKI SIT DOWN TO REVIEW WHAT WE WANT TO HAVE IN A PERSONNEL AND COMPENSATION POLICY.

AYES: TRUSTEES PECK, FINN & ANDERSON

NAYS: NONE

ABSENT: NONE

ADJOURNMENT


ON A MOTION BY TRUSTEE PECK AND SECONDED BY TRUSTEE FINN, THERE BEING NO FURTHER BUSINESS TO DISCUSS, TO ADJOURN THE REGULAR MEETING OF THE BOARD OF TRUSTEES WAS UNANIMOUSLY ACCEPTED BY A ROLL CALL VOTE:

AYES: TRUSTEES PECK, FINN & ANDERSON

NAYS: NONE

ABSENT: NONE

Meeting adjourned at 6:35 p.m



LOUIS ANDERSON, Trustee/Clerk

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