

**HIGHLAND HILLS SANITARY DISTRICT
BOARD OF TRUSTEE MEETING MINUTES
THURSDAY JULY 25, 2013**

I. Call to Order

The meeting was called to order at 11:05 a.m.

Present:

Nancy Magurno
Al Sarno, Jr.
James Worden

Also Present:

Claude Ainsworth
Atty. John Brechin
Merrily Eggert
Howard Heil

Absent: None

II. Public Participation – None.

III. Minutes

Trustee Worden made a motion, seconded by Trustee Sarno, Jr. to approve the Board of Trustee Meeting Minutes of 7/9/13. Roll-call vote: All Aye.

IV. Old Business

1. **Litigation - Sennis vs. HHSD** – The draft of settlement agreement is being revised.

V. New Business

1. **Election of Officers** – Trustee Worden made a motion, seconded by Trustee Magurno to elect Al Sarno, Jr. as President. Roll-call vote: All Aye. Trustee Magurno made a motion, seconded by Trustee Sarno, Jr., to elect James Worden as Vice President. Roll-call vote: All Aye. Trustee Worden made a motion, seconded by Trustee Sarno, Jr. to elect Nancy Magurno as Clerk. Roll-call vote: All Aye.

- VI. As Submitted** – Mr. Meschi submitted a proposal for the landscaping restorations. The Board reviewed the proposal, however, the Board would like more than one proposal for comparison. Ms. Eggert will contact Mr. Meschi to request a second proposal.

VII. Finance

Trustee Worden made a motion, seconded by Trustee Sarno, Jr. to pay bills listed on the current ledger dated 7/25/13. Roll-call vote: All Aye.

VIII. Other Business

1. **Televising** – There are 3 customers that need to be televised. Mr. Heil reported that this will be completed next week.

2. **Phase I Sewer Repairs** – A pipe has to be removed near the property at 1420 Highland Ave. before the lining can be done. Trustee Worden made a motion, seconded by Trustee Magurno to authorize the work needed estimated at \$5,000.00 for time and material. Roll-call vote: All Aye.
3. **Voice Mail** – After the current AT & T contract is expired, Trustee Magurno will research the options.
4. **Budget Ordinance 2013-03** – Trustee Worden made a motion, seconded by Trustee Magurno to pass the Budget Ordinance as amended. Roll-call vote: All Aye.
5. **Rate Increase** – The Board discussed issuing a rate increase. Trustee Worden made a motion, seconded by Trustee Sarno, Jr., to approve Ordinance 2013-04 and Ordinance 2013-05 with the rate increases therein effective October 31st, to be reflected on the November 1st billing statements. Roll-call vote: All Aye. Trustee Worden will draft a letter to give notice to the customers and the Ordinances will be published.
6. **Financial Summary of Accounts** – The report was given to the Trustees and Mr. Clark. Funds are needed in the Corporate Account. Trustee Worden made a motion, seconded by Trustee Sarno, Jr. to transfer \$15,000.00 from the IL Funds Acct. to the Corporate Acct. Roll-call vote: All Aye.
7. **Christ the King** – A claim was filed by Christ the King.
8. **Water Operator's Report** – Mr. Heil reported that the fluoride pump needed repair. He estimates that the cost will be \$500 to \$600.
9. **Engineer's Report** – Mr. Ainsworth has researched applying for an EPA loan.
10. **Manager's Report** – Nothing to report.
11. **HHSD Documents** - Trustee Magurno suggested relocating some of the documents in storage. It was discussed that some documents are to be kept indefinitely and some can be disposed of. The Board would like to have the Local Records contacted to find out the procedures to do this.

IX. Next Meeting – The next meeting is scheduled for August 13, 2013 at 11:00 am.

X. Adjournment

Trustee Worden made a motion, seconded by Trustee Sarno, Jr., to adjourn the meeting at 12:43 p.m. Roll-call vote: All Aye.

Nancy Magurno, Clerk

Submitted by Merrily Eggert