

**HIGHLAND HILLS SANITARY DISTRICT
BOARD OF TRUSTEE MEETING MINUTES
TUESDAY AUGUST 27, 2013**

I. Call to Order

The meeting was called to order at 11:00 a.m.

Present:

Nancy Magurno
James Worden

Also Present:

Claude Ainsworth
Atty. John Brechin
Merrily Eggert
Howard Heil

Absent: Al Sarno, Jr.

II. Public Participation – None.

III. Minutes

Trustee Worden made a motion, seconded by Trustee Magurno to approve the Board of Trustee Meeting Minutes of 8/13/13. Roll-call vote: All Aye.

IV. Old Business

1. **Litigation - Sennis vs. HHSD** – The settlement agreement was signed. Trustee Worden made a motion, seconded by Trustee Magurno to approve the preparation of the 1st installment of the settlement

V. New Business

1. **Water Main @ York Township Property** – The Board reviewed and discussed the plans submitted by DuPage County Public Works. The Board gave direction for Mr. Brechin to draft a letter to DuPage County Public Works. The Board directed Ms. Eggert to FOIA York Township regarding payment for the 16th St. extension.

VI. As Submitted – None.

VII. Finance

Trustee Worden made a motion, seconded by Trustee Magurno to pay bills listed on the current ledger dated 8/27/13. Roll-call vote: All Aye.

VIII. Other Business

1. **Phase I Sewer Repairs** – Mr. Ainsworth stated he anticipates that the work will be completed by October.

2. **Landscaping proposals – Meschi** – Mr. Ainsworth is handling the restorations needed at the residence from the damage incurred during the televising.
 3. **Rate Increase Notice** – Trustee Worden drafted the letter to be sent to the customers and revisions were made by Mr. Brechin. This will be sent to the customers with their September billing statement.
 4. **Financial Summary of Accounts** – The report was given to the Board of Trustees and Mr. Clark. Trustee Worden made a motion, seconded by Trustee Magurno to withdraw \$27,500.00 from Edward Jones to deposit into the Corp. Acct. and \$7,500.00 from the Water/Sewer Account to the Corp. Acct. Roll-call vote: All Aye.
 5. **Levy Ordinance 2013-06** - Trustee Worden made motion, seconded by Trustee Magurno to pass Levy Ordinance 2013-06. Roll-call vote: All Aye.
 6. **Acct. # 388 – 415 E. 17th St.** – The Board would like a lien filed for the balance owed on this account.
 7. **Comcast** – The installation is scheduled for September 12, 2013.
 8. **Door to Office** – Mr. Heil has not received a response. He will make another call to the company.
 9. **Employee Hours** – Ms. Eggert discussed employee hours with the Board.
 10. **Water Operator’s Report** – Nothing further to report.
 11. **Engineer’s Report** – Nothing further to report.
 12. **Manager’s Report** – Ms. Eggert discussed Acct. #388. Trustee Sarno, Jr. accepted a payment of \$100.00, however, a written agreement is needed.
 13. **Petty Cash** – The Board approved a petty cash fund in the amount of \$50.00.
 14. **Seal Coating the Parking Lot** - Mr. Heil will research the options for seal coating the parking lot.
- IX. Next Meeting** – The next meeting is scheduled for September 10, 2013 at 11:00 am.
- X. Adjournment**
Trustee Worden made a motion, seconded by Trustee Sarno, Jr., to adjourn the meeting at 1:25 p.m. Roll-call vote: All Aye.

Nancy Magurno, Clerk

Submitted by Merrily Eggert