

**HIGHLAND HILLS SANITARY DISTRICT  
BOARD OF TRUSTEE MEETING MINUTES  
TUESDAY, NOVEMBER 22, 2016**

**I. Call to Order**

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

**Present:**

Trustee Nancy Magurno  
Trustee James Worden

**Also Present:**

Attorney John Brechin  
Howard Heil  
Kirsten Schoenke

**Absent:**

Trustee Al Sarno, Jr.  
Bruce Hill

**II. Public Participation**

13<sup>th</sup> Street residents Joel Castenada, Sue Krzyzanowski, and Jean M. Pierre were in attendance to discuss current sewer only rates and to have the flat rate service charge reviewed.

**III. Minutes**

Trustee Magurno made a motion, seconded by Trustee Worden, to approve the Board of Trustee Meeting Minutes from 11-7-16. Roll-call vote: All Aye.

**IV. Old Business**

1. Bruce v. HSHD, PCB 15-139, Update – A settlement letter was sent to Bruce's counsel. The next telephone conference is January 18, 2017.
2. Repair Work in District – Howard Heil reported that a new valve will be cut in to repair the 16<sup>th</sup> Street fire hydrant. Owners of 540 13<sup>th</sup> Place approved access to their backyard for the upcoming sewer work.
3. DuPage County/HHSD Town Hall Meeting – The Trustees discussed the attendance at the meeting and the County's presentation.

**V. New Business**

1. Jan./Feb. 2017 Meetings – The first Board Meeting of January 2017 was changed from Tuesday the 10 to Monday the 9<sup>th</sup>.

**VI. Finance**

1. **Bills Payable** – Trustee Magurno made a motion, seconded by Trustee Worden, to authorize payment of current invoices. Roll-call vote: All Aye.

**VII. Other Business**


1. **Water Operator's Report** – No report.
2. **Engineer's Report** – No report.
3. **Office Coordinator's Report** – Kirsten Schoenke reported on the past due account list, cash is available for investment in the Edward Jones account, and discussed the Teambuilding session on December 13<sup>th</sup>.
4. **Clerk's Report** – Nancy Magurno discussed the past due account list and the procedures for past due accounts according to District Ordinance.

**VIII. Next Meeting** – The next meeting is December 13, 2016 at 11:00a.m.

**IX.** The Meeting was adjourned to an Executive Session to complete employee reviews at 12:45p.m.

**X. Adjournment**

Trustee Magurno made a motion, seconded by Trustee Worden, to adjourn the meeting at 1:00p.m. Roll-call vote: All Aye.

  
Nancy Magurno, Clerk

Submitted by Kirsten Schoenke