

**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

13th 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 16th Street fire hydrant. Owners of 540 13th 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 9th.

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 13th.
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