

**HIGHLAND HILLS SANITARY DISTRICT
BOARD OF TRUSTEE MEETING MINUTES
TUESDAY, OCTOBER 11, 2016**

I. Call to Order

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

Present:

Trustee Nancy Magurno
Trustee James Worden
Trustee Al Sarno, Jr.

Also Present:

Howard Heil
Attorney John Brechin
Bruce Hill
Kirsten Schoenke

Absent:

None

II. Public Participation

None

III. Minutes

Trustee Magurno made a motion, seconded by Trustee Sarno, to approve the Board of Trustee Meeting Minutes from 9-27-16 and the Special Meeting Minutes from 9-23-16.
Roll-call vote: All Aye.

IV. Old Business

1. Bruce v. HSHD, PCB 15-139, Update –HHSD counsel, Trustee Worden, and plumber are re-inspecting the back-flow valve at the Bruce residence on October 13th at 2:30p.m. Office Coordinator is still attempting to contact Travelers rep.
2. Repair Work in District – 13th Place sewer work will be scheduled soon, Stewart sewer work completed, coordinating H&R for work behind Famous Liquors, and Fairfield/16th hydrant work is to be completed October 14th.
3. Capital Reserve Account Addition - \$23,500 was added to the Capital Reserve Account. The balance is now \$97,000.00.

V. New Business

1. DuPage County/HHSD Town Hall Meeting – The Trustees discussed a November billing insert to advise residents of the upcoming meeting to be determined by the County.

VI. Finance

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

VII. Other Business

1. **Water Operator's Report** – Howard Heil reported that hydrant flushing is this week and that personnel are fixing a leak in the pump room floor.
2. **Engineer's Report** – No report.
3. **Office Coordinator's Report** – Kirsten Schoenke reported that payment reminder postcards were mailed this week and that copier maintenance is required.
4. **Clerk's Report** – Nancy Magurno discussed the draft for the November billing insert.

VIII. Next Meeting – The next meeting is October 25, 2016 at 11:00a.m.

IX. Adjournment

Trustee Magurno made a motion, seconded by Trustee Sarno, to adjourn the meeting at 12:00 p.m. Roll-call vote: All Aye.



Nancy Magurno, Clerk

Submitted by Kirsten Schoenke