

GLENBROOK SANITARY DISTRICT

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES April 19, 2022

The special meeting of the Board of Trustees of the Glenbrook Sanitary District was held at Northbrook Public Library on April 19, 2022, at 4:00PM PM.

1. Acting President Dutack called the **Meeting to Order** at 4:20PM.

2. Upon the **Roll being Called**, the following answered present:

Carmen Dutack	Trustee, Acting President
Daniela Partipilo	Trustee,
Denise Young	Treasurer
Kenneth Lopez	Manager
Eric Patt	Attorney
Cheryl Thompson	Engineer Tech, James Anderson Company
Ben Metzler	Engineer, RHMG

3. **Public Comments - **Please Sign In With the District Clerk To Speak****

There are no public comments including written comments

4. **Item for Separate Action**

4a. Award Contract to Chicago Trenchless Rehabilitation, Inc., for Sanitary Sewer Cleaning, Televising, and Grease Cutting Project

Acting President Dutack moved to award the sanitary sewer cleaning, televising, and grease cutting project and the level 2 manhole inspections to Chicago Trenchless Rehabilitation, in the amount of \$33,056.25, seconded by Trustee PARTIPILO.

Roll Call Vote: Ayes: Trustee Partipilo, and Acting President Dutack. Nays: None, unanimously approved.

4b. Award Contract to Kloepper Construction, Inc., for Sanitary Sewer Manhole Adjustments Project

Trustee Partipilo moved to award the sanitary sewer manhole adjustments project to Kloepper Construction, in the amount of \$17,125.00, seconded by Acting President Dutack.

Roll Call Vote: Ayes: Trustee Partipilo, and Acting President Dutack. Nays: None, unanimously approved.

4c. Discussion and Consideration of Finance Software

Acting President Dutack moved to upgrade the current LOCIS UB software version to L8, acquire 3 additional software modules to include U/B Direct Debit, GL module and AP module, at a cost of \$4,010.00 for training and conversion. The revised annual membership costs for current and upgraded software will be \$135 per month for a total cost of \$1,620.00 per year, seconded by Trustee Partipilo.

Roll Call Vote: Ayes: Trustee Partipilo, and Acting President Dutack. Nays: None, unanimously approved.

5. Engineer's Report

5a. Water/Sewer Rate Study Update

Engineer Metzler from RHMG, presented to the Board the financial forecast for 2022-2026 and highlighted new potential water/sewer rates for the District. Engineer Metzler highlighted the District's potential capital improvement plan. Based on the input from the Board, Engineer Metzler will update the numbers and present to the Board a couple of options and the study will be ready for the June meeting.

6. Other Business

6a. FY 2023 Budget Preparation

Trustee Partipilo requested that prior to the budget being approved, she would like to have an opportunity to review the budget. Manager Lopez will share with the Board budget worksheets that will provide detailed information with supporting information.

7. Adjournment:

There being no further business, the motion to adjourn the regular meeting was duly made by Acting President Dutack, seconded by Trustee Partipilo.

Roll Call Vote: Ayes: Trustee Partipilo, and Acting President Dutack. Nays: None, unanimously approved

Meeting adjourned at 5:56 PM.



ACTING PRESIDENT, Carmen Dutack



ACTING CLERK, Kenneth J. Lopez