

GLENBROOK SANITARY DISTRICT

MINUTES OF THE QUARTERLY MEETING OF THE BOARD OF TRUSTEES June 3, 2021

The quarterly meeting of the Board of Trustees of the Glenbrook Sanitary District was held on March 4, 2021, at 9:30 AM. Due to the COVID-19 pandemic, the quarterly meeting was held via a video/teleconference call.

1. Acting President DUTACK called the **Meeting to Order** at 9:33AM.

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

CARMEN DUTACK	Trustee, President
BEVERLY HANSEN	Trustee
DANIELA PARTIPILO	Trustee (via a phone conference)
DENISE YOUNG	Treasurer
KENNETH LOPEZ	Manager
ERIC PATT	Attorney
CHERYL THOMPSON	Eng Tech, James Anderson Company
TIMA AZIMOVA	Clerk
BEN METZLER	Senior Civil Engineer, RHMG

3. **Public Comments - **Please Sign In With the District Clerk To Speak****
There are no public comments including written comments

4. Approval of the Minutes

4a. March 4, 2021 Regular Board Meeting Minutes

Trustee HANSEN moved to Approve the March 4, 2022, Quarterly Board Meeting Minutes, as amended, seconded by Acting President DUTACK, unanimously approved.

Roll Call Vote: Ayes: Trustee HANSEN, Trustee PARTIPILO and President DUTACK. Nays: None

The amendments are:

- correction in 7a: Missing word "Tech" in Title Engineer Tech THOMPSON
- correction in 12: Adjournment: replace " Next Special Meeting ..." to " Next Board Meeting..."

5. Item for Separate Action

5a. Approve Engagement Letter for Auditing Services for Fiscal Year Ending June 31, 2021

- The GSD Board instructed Manager LOPEZ to negotiate a better deal with Eder, Casella & Co for a 3-5 years contract either for this or next Fiscal Year.

Trustee DUTACK moved to Approve an Engagement Letter for Auditing Services by Eder, Casella & Co. for FY Ending June 30, 2021 in the amount of \$6,425.00, seconded by Trustee HANSEN, unanimously approved. Approved either in the amount of \$6,425.00 or a new contractual amount.

Roll Call Vote: Ayes: Trustee HANSEN, Trustee PARTIPILO and President DUTACK. Nays: None

5b. Approve Insurance Quote for General Liability, Umbrella, Public Officials Liability and Employment Practices Liability Policy

- Manager LOPEZ informed that he is still waiting on a quote.

President DUTACK moved to continue to Approve Insurance Quote for General Liability, Umbrella, Public Officials Liability and Employment Practices Liability Policy in September 2, 2021 next GSD

Board Meeting, seconded by Trustee HANSEN, unanimously approved.

Roll Call Vote: Ayes: Trustee HANSEN, Trustee PARTIPILO and President DUTACK. Nays: None

5c. Approve Awarding Hydrant Replacement Project to Canyon Contracting in the amount of \$49,750

President DUTACK moved to approve the Hydrant Replacement Project to Canyon Contracting in the amount of 49,750.00, seconded by Trustee HANSEN, unanimously approved.

Roll Call Vote: Ayes: Trustee HANSEN, Trustee PARTIPILO and President DUTACK. Nays: None

5d. Approve Smoke Testing Proposal from Dukes Root Control, LLC in the amount of \$5,000

President DUTACK moved to approve Smoke Testing Proposal from Dukes Root Control, LLC in the amount of \$5,000.00, seconded by Trustee PARTIPILO, unanimously approved

Roll Call Vote: Ayes: Trustee HANSEN, Trustee PARTIPILO and President DUTACK. Nays: None

5e. Approve Water Distribution System Leak Survey Contract with M.E. Simpson in the amount of \$1,950

Trustee PARTIPILO moved to accept Water Distribution System Leak Survey Contract with M.E. Simpson in the amount of \$1,950.00, seconded by Trustee HANSEN, unanimously approved

Roll Call Vote: Ayes: Trustee HANSEN, Trustee PARTIPILO and President DUTACK. Nays: None

5f. Approve Resolution Authorizing a Transfer of Funds to the Capital Improvement Fund

President DUTACK moved to Approve Resolution NO. 2021-01 Authorizing a Transfer of Funds to the Capital Improvement Fund as amended in the amount of \$75,000.00, seconded by Trustee PARTIPILO, unanimously approved.

Roll Call Vote: Ayes: Trustee HANSEN, Trustee PARTIPILO and President DUTACK. Nays: None

6. Treasurer's Reports

6a. Ratified of Bills for Payment for Period February 1, 2021 to April 30, 2021

President DUTACK moved to Approve the Cash Disbursements Journals for February 2021, March 2021, April 2021, as presented, seconded by Trustee HANSEN unanimously approved.

Roll Call Vote: Ayes: Trustee HANSEN, Trustee PARTIPILO and President DUTACK. Nays: None

6b. Financial Reports as of April 30, 2021

President DUTACK moved to Approve the Financial Reports as of April 30, 2021, seconded by Trustee HANSEN, unanimously approved.

Roll Call Vote: Ayes: Trustee HANSEN, Trustee PARTIPILO and President DUTACK. Nays: None

7. Engineer's Report

7a. Consumer Customer Report (CCR)

- Annual Report will be sent out to residents after 8th of June. The report also will be available on the GSD website.

8. Attorney's Report

8a. Tax Rate Litigation Update

- The initial status hearing for the 2011-2014 objections is scheduled for May 20, 2021 for all taxing districts at 1.30pm in Courtroom 1703 of the Daley Centre, Chicago. Attorney PATT appeared via Zoom for the status hearing.

9. Manager's Report

9a. Water/Sewer Billing Cycle

- Manager LOPEZ made a suggestion to the Board to review the billing cycle to determine if it needed to be changed from quarterly to bi- monthly.

10. Trustee's Report – nothing to report

11. Executive Session (If required for Land Acquisition, Threatened/Imminent Litigation, Personnel, or Review of Executive Session Minutes) – No need for this session

12. Adjournment:

There being no further business, the motion to adjourn the regular meeting was duly made by Trustee President DUTACK, seconded by HANSEN, and unanimously approved.

Roll Call Vote: Ayes: Trustee HANSEN, Trustee PARTIPILO and President DUTACK. Nays: None

Meeting adjourned at 10:29 AM.

The next Board Meeting will be held on Thursday, September 2, 2021, 9:30AM at CenTrust Bank, 385 Waukegan Road, Northbrook.


CLERK, *Tima Azimova*


ACTING PRESIDENT, *Carmen Dutack*