

GLENBROOK SANITARY DISTRICT

MINUTES OF THE QUARTERLY MEETING OF THE BOARD OF TRUSTEES June 2, 2022

The quarterly meeting of the Board of Trustees of the Glenbrook Sanitary District was held on June 2, 2022, at 9:30 AM.

1. Acting President Dutack called the **Meeting to Order** at 9:34AM.

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 Hearing: FY 2022-2023 Combined Annual Budget and Appropriation Ordinance**

Acting President Dutack moved to Open the Public Hearing, seconded by Trustee Partipilo, unanimously approved. Attorney Patt swore in the members of the Board, Manager Lopez, and Ken Smith, resident of Glenbrook Countryside. Manager Lopez presented the FY 23 budget with changes and corrections to the Board and the general public. Trustee Partipilo had several questions/concerns regarding the budget, such as not having a balance budget, and the potential capital expenditures that would reduce the District's fund balance considerably. Trustee Partipilo mentioned that the budget can be approved within the first quarter of the FY and have a special meeting to approve the budget. MANAGER LOPEZ responded to the concerns and questions. There were no further public comments or questions regarding the Combined Annual Budget.

Acting President Dutack moved to Close the Public Hearing, seconded by Trustee Partipilo, unanimously approved at 10:09AM.

Item 6a - Approve the Combined Annual Budget and Appropriation Ordinance for Fiscal Year Beginning July 1, 2021 and Ending June 30, 2022

Acting President Dutack pulled forward agenda Item 6a to entertain a motion to approve the budget. Following discussion, Acting President Dutack move to continue agenda item 6a to September 1, 2022, or a date certain for consideration by the board, seconded by Trustee Partipilo, unanimously approved. Roll Call Vote: Ayes: Trustee Partipilo and Acting President Dutack. Nays: None

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

Ken Smith, resident of Glenbrook Countryside subdivision, addressed the Board and had a question regarding the water interconnect with the Village of Northbrook.

5. **Approval of the Minutes**

5a. March 3, 2022 Regular Board Meeting Minutes

Trustee Partipilo moved to Approve the March 3, 2022, Quarterly Board Meeting Minutes, seconded by Trustee Dutack.

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

5b. April 19, 2022 Special Board Meeting Minutes

Acting President Dutack moved to approve the April 19, 2022, Quarterly Board Meeting Minutes as amended, seconded by Trustee Partipilo. Manager Lopez noted a scribe's error on the agenda regarding the date of the special board meeting minutes (should be the 19th) and corrections to the minutes in the first sentence should read April 19th.

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

6. Item for Separate Action

6b. Approve Selection of District President

Acting President Dutack moved to select Trustee Partipilo as the District's President effective at the end of June 2, 2022, District meeting and until such time as determined, seconded by Trustee PARTIPILO.

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

7. Treasurer's Reports

6a. Ratified of Bills for Payment for Period February 1, 2022 to April 30, 2022

Trustee Partipilo moved to ratify the Cash Disbursements Journals for February 2022, March 2022, and April 2022, as presented, seconded by Acting President Dutack.

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

6b. Financial Reports as of April 30, 2022

Acting President Dutack moved to approve the Balance Sheet as of April 2022, seconded by Trustee Partipilo.

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

The District Board instructed the Treasurer to close the CD at Northbrook Bank and open a money market account while securing the best interest rate. The District Board agreed to add District Board Member Daniela Partipilo to the Wintrust & Centrust Bank accounts as a signatory. In addition, the District Board instructed the Treasurer to investigate and secure a better interest rate at Centrust Bank for the money market account.

8. Engineer's Report – Nothing to report

9. Attorney's Report – Nothing to report

10. Manager's Report

10a. Board Appointment Update

Manager Lopez indicated that the County Board will appoint Marcus Powell to the District Board on June 16, 2022.

10b. Locis Update

Manager Lopez reported that he is coordinating the required Locis training for Ms. Thompson and Ms. Young.

10c. Emergency Inter-Connection Update

Manager Lopez provided an update on the inter-connect project and the project is progressing.

10d. Water/Sewer Rate Study

Manager Lopez mentioned that HMG is finalizing the study and hope to have it completed for the District to review by the end of the month.

11. Trustee’s Report

Acting President Dutack inquired about a time for the District to have its next special meeting for the budget. Manager Lopez indicated that the study will need to be completed first before the meeting can be scheduled.

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

13. 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

Meeting adjourned at 10:35 AM, unanimously approved.

The next quarterly meeting will be held on Thursday, September 1, 2022, 9:30 AM at CenTrust Bank, 385 Waukegan Road, Northbrook.


ACTING PRESIDENT, Carmen Dutack


ACTING CLERK, Kenneth J Lopez