

Peoria, Illinois, January 16, 2018

The regular meeting of the Board of Trustees of the Greater Peoria Sanitary and Sewage Disposal District was held on Tuesday, January 16, 2018, at the office of the District, 2322 South Darst Street, in the City and County of Peoria, State of Illinois, and within the boundaries of said District at the hour of 9:30 A.M.

Roll call showed the following Trustees were present: Michael F. Menke, Gene Petty, Robert C. Gates, Matthew R. Bender and Matthew P. Jones. Executive Director Brian F. Johnson, Stanton A. Browning, Attorney James F. Kane, Director of Administration Randall J. Skender, Director of Planning and Construction Timothy F. Leach, Director of Operations Thomas W. Meyer and Director of Finance Joseph C. Merkle were also present.

President Menke acted as Chairperson and Clerk Petty as Secretary. Chairperson Menke stated that there was a quorum, and that the meeting was duly and legally convened for the transaction of business.

Trustee Jones moved the minutes of the regular meeting held on Tuesday, December 19, 2017 be approved, which motion was seconded by Trustee Bender. On voice vote being taken, Trustees Menke, Petty, Bender, Jones and Gates voted "Aye". Chairperson Menke declared the minutes approved.

Trustee Bender moved the list of bills, totaling \$1,101,764.43 be approved for payment as presented. Trustee Gates seconded the motion. Following discussion of several individual bills, and on roll call vote being taken, Trustees Menke, Petty, Bender, Jones and Gates voted "Aye" and there were no "Nays". Chairperson Menke declared the motion carried and directed that payments be made.

Operating reports for the Administration, Operations, Planning and Construction and Finance Departments were thereafter discussed with various questions answered thereto.

The Director of Finance next presented a report for the Investment Committee, indicating the Investment Policy had been reviewed and that no changes were recommended at this time. He advised the Board that up to \$1,000,000.00 would be available to invest this month and recommended the following investment:

<u>Bank</u>	<u>Amount</u>	<u>Type</u>	<u>Term</u>	<u>Yield</u>
Fifth Third Securities	\$980,000.00	CD	12 Months	1.763%

Trustee Gates moved to approve the recommendation, which motion was seconded by Trustee Petty. Following discussion and on roll call vote being taken, Trustees Menke, Petty, Bender, Jones and Gates voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

Trustee Pety moved delinquent accounts listed as Batch #162 Illinois American Water Company; Batch #65 Village of Peoria Heights; and Batch #67 Pleasant Valley Water Co. be forwarded for disconnection from service in accordance with applicable water shutoff agreements, which motion was seconded by Trustee Jones. Following discussion and on

roll call vote being taken, Trustees Menke, Petty, Gates, Jones and Bender voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

Trustee Jones presented and read the following resolution:

Resolution No. 2018-1
THE GREATER PEORIA SANITARY AND SEWAGE DISPOSAL DISTRICT

**ICMA-RETIREMENT CORPORATION PLAN COORDINATOR CHANGE EMPLOYER
PLAN NUMBERS 303599 AND 705704**

WHEREAS, the current plan coordinator, Stanton A. Browning, Executive Director, has announced his retirement from The Greater Peoria Sanitary and Sewage Disposal District, effective December 31, 2017, his replacement Brian F. Johnson, shall be named as the new plan coordinator, and

BE IT FURTHER RESOLVED, that the Executive Director shall be the coordinator for the Plan; shall receive reports, notices, etc., from ICMA Retirement Corporation or VantageTrust; shall cast, on behalf of the Employer, any required votes under VantageTrust; may delegate any administrative duties relating to the Plan to appropriate departments; and,

BE IT FURTHER RESOLVED, that the Employer hereby authorizes the Executive Director to execute all necessary agreements with ICMA Retirement Corporation incidental to the administration of the Plan.

He moved the resolution be adopted, and Trustee Gates seconded the motion. Following discussion and on voice vote being taken, Trustees Menke, Petty, Gates, Jones and Bender voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

Trustee Bender next presented and read the following resolution:

Resolution No. 2018-2
THE GREATER PEORIA SANITARY AND SEWAGE DISPOSAL DISTRICT

**IMRF CHANGE OF APPOINTMENT OF AUTHORIZED AGENT EMPLOYER
NUMBER 03270**

WHEREAS, the current Illinois Municipal Retirement Fund (IMRF) authorized agent, Stanton A. Browning, Executive Director, has announced his retirement from The Greater Peoria Sanitary and Sewage Disposal District, effective December 31, 2017, his replacement Brian F. Johnson, shall be named as the new authorized agent, and

BE IT FURTHER RESOLVED, that the Executive Director shall be the authorized agent for the Plan; shall receive reports, notices, etc., from IMRF; may take all actions on behalf of The Greater Peoria Sanitary and Sewage Disposal District; and may delegate any administrative duties relating to IMRF to appropriate departments; and,

BE IT FURTHER RESOLVED, that the Employer hereby authorizes the

Executive Director to execute all necessary agreements with IMRF.

He moved the resolution be adopted, and Trustee Petty seconded the motion. Following discussion and on voice vote being taken, Trustees Menke, Petty, Gates, Jones and Bender voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

The Executive Director next advised the Board that units of local government are required to adopt a sexual harassment policy by resolution, pursuant to Public Act 100-0554. The District's Harassment/Workplace Conduct Policy approved by the Board in July 2017, addresses all of the required content; however, it was adopted by motion, not resolution. Trustee Gates moved to approve the resolution, which motion was seconded by Trustee Jones:

Resolution No. 2018-3

THE GREATER PEORIA SANITARY AND SEWAGE DISPOSAL DISTRICT

RESOLUTION ADOPTING A POLICY PROHIBITING SEXUAL HARASSMENT

WHEREAS, the Illinois General Assembly has recently enacted Public Act 100-0554, an Act concerning government, which became effective immediately, dated November 16, 2017;

WHEREAS, pursuant to the Act, each governmental unit shall adopt an ordinance or resolution establishing a policy to prohibit sexual harassment;

WHEREAS, all prior existing sexual harassment policies of The Greater Peoria Sanitary and Sewage Disposal District shall be superseded by the Policy Prohibiting Sexual harassment adopted by this Resolution; and

WHEREAS, should any section or provision of this Resolution or the adopted Policy Prohibiting Sexual Harassment be declared invalid, that decision shall not affect the validity of this Resolution or adopted Policy Prohibiting Sexual Harassment as a whole or any part thereof, other than the part so declared to be invalid;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE GREATER PEORIA SANITARY AND SEWAGE DISPOSAL DISTRICT, the Policy Prohibiting Sexual Harassment, included as Exhibit A to this Resolution, is hereby adopted and shall be in full force and effect on this date.

Following discussion and on voice vote being taken, Trustees Menke, Petty, Gates, Jones and Bender voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried, including approval of Exhibit A to the Resolution.

The Executive Director next advised the Board that the twenty-third payment for the IEPA loan secured to construct treatment improvements in 2006, is due February 15, 2018 in the total amount of \$376,847.55. The principal amount borrowed was \$11,576,199.00 at an interest rate of 2.5% with a 20-year term. Final payment is due in 2026. The loan was used to finance improvements to the aeration system sludge thickening and sludge dewatering projects known as Divisions 21, 22 and 23 completed in November 2006. Trustee Petty

moved to approve the payment to the IEPA, which motion was seconded by Trustee Bender. Following discussion and on voice vote being taken, Trustees Menke, Gates, Petty, Bender and Jones voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

Pursuant to requirements of the Open Meetings Act (OMA), Trustee Jones moved to approve a meeting schedule for calendar 2018, which motion was seconded by Trustee Bender. Following discussion and on voice vote being taken, Trustees Menke, Gates, Petty, Bender and Jones voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

The Executive Director next requested authorization to receive bids for the following projects: Paramount and Rutledge roof replacement, plant roadway maintenance and painting raw sewage pumps. Trustee Bender moved to approve the request, which motion was seconded by Trustee Gates. Following discussion and on roll call vote being taken, Trustees Menke, Gates, Petty, Bender and Jones voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

The Executive Director advised the Board that mediation involving the City of Peoria, District, and Stark Excavating is scheduled for March 7, 2018. The mediation company, ADR Systems requires a deposit from each party of \$5,250.00, which must be paid before the February 2018 Board of Trustees meeting. Trustee Gates moved to approve payment of the deposit, which motion was seconded by Trustee Petty. Following discussion and on roll call vote being taken, Trustees Menke, Gates, Petty, Bender and Jones voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

The Executive Director next advised the Board that staff has obtained additional information regarding the Caterpillar track loader rebuild/replacement. Based on that information collected, he recommended purchasing a new Caterpillar track loader through the competitive bidding process conducted by NJPA at a net cost of \$226,599.00. Trustee Petty moved to approve the recommendation, which motion was seconded by Trustee Jones. Following discussion and on roll call vote being taken, Trustees Menke, Gates, Petty, Bender and Jones voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

The Board next proceeded to review the fiscal year 2019 capital budget. The first draft of the operating and user charge budget and 5- and 20-year capital/debt plan will be available for the February 2018 meeting.

The Board next discussed Industrial Waste Elimination's (IWE) development of new technology that will utilize solid material separated within the water reclamation process as a feed stock for commercial fertilizer production. The Executive Director provided an overview of the current bio-solid state, IWE's proposal for bio-solids, proposed action steps and major issues to consider.


The Board deferred taking action on the Letter of Intent with Industrial Waste Elimination, Inc. until further information could be obtained

Trustee Petty moved that, due to the continuing need for confidentiality or privacy, all

current minutes of Executive Sessions remain closed, which motion was seconded by Trustee Gates. Following discussion and on voice vote being taken, Trustees Menke, Gates, Petty, Bender and Jones voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

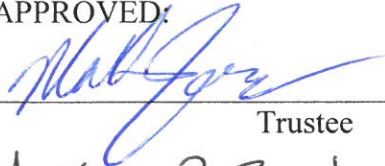
Chairperson Menke called for public participation and there was no response.

There being no further business to come before the Board, on motion duly made, seconded and unanimously carried, the meeting was adjourned at 11:50 A.M.



Trustee

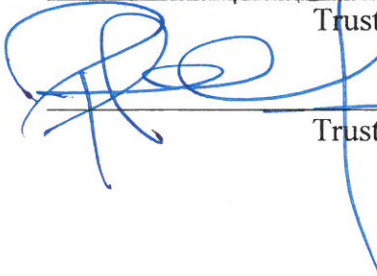
APPROVED:



Trustee

Matthew R. Bender

Trustee



Trustee

Investment Committee Meeting
Greater Peoria Sanitary and Sewage Disposal District

January 16, 2018

President Menke called the meeting to order at 9:25 A.M. The following members were present: Trustees, Michael F. Menke, Robert C. Gates, Gene Petty, Matthew P. Jones and Matthew R. Bender. Executive Director Brian F. Johnson and Director of Finance Joseph C. Merkle were also present.

The Committee proceeded to review the Investment Policy, concluding the policy complies with the District's requirements and no revisions were necessary.

The Committee next reviewed a summary of investments, concluding the term of future investments be limited to approximately a three-year period.

Investment opportunities permitted by the Policy were next considered. It was concluded Certificates of Deposit and U.S. Treasury Notes and Bonds met the objectives of the District and that future investment options be limited to these issues.

The Director of Finance next presented a report for the Investment Committee, indicating the Investment Policy had been reviewed and that no changes were recommended at this time. He advised the Board that up to \$1,000,000.00 would be available to invest this month:

<u>Bank</u>	<u>Amount</u>	<u>Type</u>	<u>Term</u>	<u>Yield</u>
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With no further business to consider, the Chairperson declared the meeting adjourned.

Prepared and Submitted by:


Secretary