

Peoria, Illinois, April 17, 2018

At the hour of 9:30 A.M., Tuesday, April 17, 2018, the Board of Trustees of The Greater Peoria Sanitary and Sewage Disposal District held a public hearing to consider the Combined Annual Budget and Appropriation Ordinance for the fiscal year beginning May 1, 2018, and ending April 30, 2019. Chairperson Menke called for public comment on the Tentative Combined Annual Budget and Appropriation Ordinance. At 9:31 A.M., during which time no members of the public appeared to comment, Chairperson Menke closed the public hearing.

The regular meeting of the Board of Trustees of the Greater Peoria Sanitary and Sewage Disposal District was held on Tuesday, April 17, 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 9:31 A.M.

Roll call showed the following Trustees were present: Michael F. Menke, Matthew P. Jones and Gene Petty. Matthew R. Bender and Robert C. Gates were absent. Executive Director Brian F. Johnson, Director of Administration Randall J. Skender, Director of Planning and Construction Timothy F. Leach, Director of Operations Thomas W. Meyer, Director of Finance Joseph C. Merkle, Administration Manager Michelle R. Mortland, and Attorney James Kane 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, March 20, 2018 be approved, which motion was seconded by Trustee Petty. On voice vote being taken, Trustees Menke, Petty and Jones voted "Aye" and there were no "Nays". Chairperson Menke declared the minutes approved.

Trustee Petty moved the list of bills, totaling \$1,327,228.45 be approved for payment as presented. Trustee Jones seconded the motion. Following discussion of several individual bills, and on roll call vote being taken, Trustees Menke, Petty and Jones 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 \$1,250,000.00 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>
Busey Bank	\$1,250,000.00	CD	12 Months	2.26%

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

Trustee Petty moved delinquent accounts listed as Batch #165 Illinois American Water Company; Batch #68 Village of Peoria Heights; and Batch #70 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 and Jones "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

The Executive Director next advised the Board that bids have been received for the painting of the two raw screw pumps. The scope of work includes sandblasting and painting the 10-foot diameter, 56-foot-long pumps. The following bids were received:

<u>Contractor</u>	<u>Bid Amount</u>
Niles Industrial Coatings LLC	\$67,780.00
Tecorp, Inc.	\$108,000.00

He recommended accepting the low bid from Niles Industrial Coating LLC in the amount of \$67,780.00. Trustee Jones moved to approve the recommendation, which motion was seconded by Trustee Petty. Following discussion and on roll call vote being taken, Trustees Menke, Petty and Jones voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

The Executive Director next advised the Board that bids have been received for roadway improvements at the treatment plant. The scope of work includes patching and surface treatment for the 2.7 miles of roadways and 3 parking areas. The following bids were received:

<u>Contractor</u>	<u>Bid Amount</u>
Tazewell County Asphalt Co.	\$288,192.40
R.A. Cullinan & Son	\$339,466.81

He recommended accepting the low bid from Tazewell County Asphalt Co. in the amount of \$288,192.40. 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, Petty and Jones voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

Trustee Jones moved to approve a revised final Change Order No. 6 regarding Division 26, which will reduce the final contract price by \$37,599.00. Trustee Petty seconded the motion. Following discussion and on roll call vote being taken, Trustees Menke, Petty and Jones voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

Chairperson Menke stated the next item for consideration was the Combined Annual Budget and Appropriation Ordinance for the fiscal year ending April 30, 2019. Trustee

Jones presented Ordinance No. 628 titled:

“COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE
OF
THE GREATER PEORIA SANITARY AND SEWAGE DISPOSAL DISTRICT
FOR THE FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING
APRIL 30, 2019”

and moved for its adoption, which motion was seconded by Trustee Petty. Following discussion and on roll call vote being taken, Trustees Menke, Jones and Petty voted "Aye" and there were no "Nays". Chairperson Menke declared the motion carried and such Ordinance adopted and ordered the same recorded in the minutes. A copy of the Ordinance is attached to these minutes.

Chairperson Menke stated the next item to be considered was user charge rates for the coming fiscal year. Trustee Petty presented Ordinance No. 629 titled:

“AN ORDINANCE AMENDING ORDINANCE NO. 571 OF THE
GREATER PEORIA SANITARY AND SEWAGE DISPOSAL DISTRICT

ENTITLED

AN ORDINANCE ADOPTING CHARGES FOR THE DISCHARGE
OF DOMESTIC WASTEWATER AND COMMERCIAL AND
INDUSTRIAL WASTES TO THE WASTEWATER FACILITIES OF
THE GREATER PEORIA SANITARY AND SEWAGE DISPOSAL
DISTRICT, PROVIDING PENALTIES FOR VIOLATIONS
THEREOF, AND REPEALING CERTAIN ORDINANCES THEREIN
NAMED IN THE GREATER PEORIA SANITARY AND SEWAGE
DISPOSAL DISTRICT OF PEORIA COUNTY, ILLINOIS.”

He moved adoption of the Ordinance, which motion was seconded by Trustee Jones. Following discussion and on roll call vote being taken, Trustees Menke, Jones and Petty voted "Aye" and there were no "Nays". Chairperson Menke declared the motion carried and such Ordinance adopted and ordered the same recorded in the minutes. A copy of the Ordinance is attached to these minutes.

Trustee Jones presented the following resolution establishing minimum reserves of investments:

“WHEREAS, the Board of Trustees has adopted a Financial Management Policy;
and

WHEREAS, the Financial Management Policy requires annual establishment and review of minimum reserves of investments;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE GREATER PEORIA SANITARY AND SEWAGE DISPOSAL DISTRICT THAT, the minimum reserves of investments for fiscal year 2019 be established for the following purposes in the amounts indicated:

<u>Activity</u>	<u>Calculation</u>	<u>Amount</u>
Operating Expenses	Three months – FY 2019	\$2,890,381
Debt Service	FY 2019 Obligation	753,696
Capital Contingencies	Allowance	<u>4,000,000</u>
Total		\$7,644,077

RESOLVED FURTHER, the Executive Director, or his designee, shall report monthly the amount of reserved and unreserved amounts of investments and in the event circumstances cause investments to drop beneath the above amounts, the Board of Trustees shall be notified to provide direction on future actions.”

and moved for its adoption, which motion was seconded by Trustee Petty. Following discussion and on roll call vote being taken, Trustees Menke, Jones and Petty voted “Aye” and there were no “Nays”. Chairperson Jones declared the motion carried.

Trustee Petty presented the following resolution approving the actions of the Investment Committee:

“WHEREAS, the Board of Trustees has adopted an Investment Policy and Operational Guide; and

WHEREAS, the Operational Guide requires formal approval of the actions of the Investment Committee on an annual basis;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE GREATER PEORIA SANITARY AND SEWAGE DISPOSAL DISTRICT THAT, all acts and doings of the Investment Committee for the period April 18, 2017 through and including April 17, 2018 be authorized, approved, confirmed and adopted as and for the acts and doings of The Greater Peoria Sanitary and Sewage Disposal District, a municipal corporation.”

and moved for its adoption, which motion was seconded by Trustee Jones. Following discussion and on roll call vote being taken, Trustees Menke, Jones and Petty voted “Aye” and there were no “Nays”. Chairperson Menke declared the motion carried.

The Executive Director next advised that Trustee compensation is reviewed annually. Chairperson Menke recommended no changes. 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, Jones and Petty voted “Aye” and there were no “Nays”. Chairperson Menke declared the motion carried.

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

Chairperson Menke conducted the performance review of the Executive Director. The Trustees indicated they were pleased with the transition and integration process. Of particular importance was the positive interaction with community leaders and the District’s employees.

There being no further business to come before the Board, on motion duly made, seconded

and unanimously carried, the meeting was adjourned at 10:00 A.M.

Trustee

APPROVED:

Eugene Petty

Trustee

Walter Jones

Trustee

Trustee

ORDINANCE NO. 628
 COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE
 of
THE GREATER PEORIA SANITARY AND SEWAGE DISPOSAL DISTRICT FOR
 THE FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE GREATER PEORIA
 SANITARY AND SEWAGE DISPOSAL DISTRICT OF PEORIA COUNTY, ILLINOIS:

Section 1. This Budget and Appropriation Ordinance is made in compliance with the provisions of Section 3, of "An Act Providing For and Regulating Methods of Adopting Budgets and Making Appropriations by Certain Tax Levying Bodies of This State", approved July 12, 1937, as amended (50 ILCS 330/3).

Section 2. The following sums of money, or as much thereof as may be authorized by law, or as may be needed or deemed necessary to defray all expenses and liabilities of The Greater Peoria Sanitary and Sewage Disposal District of Peoria County, Illinois, be and the same are hereby appropriated and budgeted for the corporate and specific purpose and obligation of said Sanitary District as hereinafter specified, for the fiscal year commencing on the 1st day of May, A.D. 2018 and ending on the 30th day of April, A.D. 2019.

Estimated Cash on Hand, Beginning of Year	\$ 750,000
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SOURCES OF FUNDS:

Operating Revenue

Charges for Services - User Charges	\$ 10,620,690
Capital Improvement and Replacement Charge	6,810,499
Service and Permits	550,823
Connection Charges	45,500
Other	58,000
Sub-total	\$ 18,085,512

Non-Operating Revenue

Replacement Taxes	\$ 1,100,000
Special Assessment Principal and Interest	37,466
Investment Income	141,000
Real Estate Taxes	-
Sub-total	\$ 1,278,466

Loans/Reserves

Debt Financing	\$ -
Investment Reserves and Operations	1,802,242
Sub-total	<u>\$ 1,802,242</u>

TOTAL SOURCES OF FUNDS: \$ 21,166,220

USE OF FUNDS:

Operating Expenses

Operations

Salaries and Wages	\$ 2,898,880
Supplies	986,800
Services	549,000
Utilities	1,035,300
Insurance	265,100
Sub-total	<u>\$ 5,735,080</u>

Planning and Construction

Salaries and Wages	\$ 489,160
Supplies	10,300
Services	131,900
Utilities	8,800
Insurance	-
Sub-total	<u>\$ 640,160</u>

System Rehabilitation/Maintenance

Salaries and Wages	\$ 121,900
Supplies	3,000
Services	591,900
Insurance	-
Sub-total	<u>\$ 716,800</u>

Vehicles and Equipment:

Salaries and Wages	\$ 71,340
Supplies	181,800
Services	100,000
Insurance	27,660
Overhead Recovery	(8,000)
Sub-total	<u>\$ 372,800</u>

Administrative		
Salaries and Wages		\$ 1,553,030
Supplies		238,600
Services		1,284,250
Utilities		23,240
Insurance		1,582,914
Overhead Recovery		(585,350)
Sub-total		<u>\$ 4,096,684</u>
TOTAL OPERATING EXPENSES		\$ 11,561,524
<u>Capital Improvements</u>		
EPA Related Compliance Projects		\$ 200,000
Plant Rehabilitation		1,545,000
Collection System Rehabilitation		5,070,000
Infrastructure Improvements		245,000
Vehicles/Equipment/Other		1,791,000
Sub-total		<u>\$ 8,851,000</u>
<u>Debt Service</u>		
Revenue Bonds		\$ -
State Revolving Fund Loan		753,696
		<u>\$ 753,696</u>
TOTAL USES OF FUNDS		<u>\$ 21,166,220</u>
Estimated Cash on Hand, End of Year		<u><u>\$ 750,000</u></u>

Section 3. The foregoing items of appropriation and budget shall constitute the budget of the authority of The Greater Peoria Sanitary and Sewage Disposal District for said fiscal period.

Section 4. That the amounts herein specified shall be deemed to be the limit of the amounts to be expended except by transfer authorized by the Board of Trustees; but any unexpended balance of any item may be expended in making up deficiencies in any item in the same general purpose or in like appropriations made by this Ordinance.

Section 5. The unexpended appropriations and unexpended balance of appropriations for the last preceding fiscal year ending April 30, 2018 are hereby appropriated for the

purposes hereinbefore set forth.

Section 6. The appropriation herein of the amounts to defray the expense of any project or purpose shall not be construed as an approval by this Board of any said bills or contract liabilities of any project or purpose mentioned herein, but shall be regarded only as the provisions of a fund for the payment thereof when such bills or contract liabilities have been found to be valid and legal obligations against The Greater Peoria Sanitary and Sewage Disposal District, and when properly vouchered, audited and approved by this Board of Trustees, or when any project or purpose is approved and authorized by the Board of Trustees of said The Greater Peoria Sanitary and Sewage Disposal District.

Section 7. This Ordinance shall be in full force and effect from and after its passage and due publication as required by law.

THE GREATER PEORIA SANITARY
AND SEWAGE DISPOSAL DISTRICT

Corporate Seal



By: Michael F. Menke
Michael F. Menke, President

ATTEST:

Gene Petty
Gene Petty, Clerk

Passed: April 17, 2018
Approved: April 17, 2018
Recorded: April 17, 2018
Published: April 18, 2018

STATE OF ILLINOIS)
)
COUNTY OF PEORIA)

I, Gene Petty, do hereby certify that I am the duly qualified Clerk of The Greater Peoria Sanitary and Sewage Disposal District, Peoria County, Illinois, and as such official, I have charge and custody of the records and minutes of the Board of Trustees meetings of said District.

I further certify that the above Resolution is true, correct and exact copy of an ordinance duly adopted by the Board of Trustees of said District at the meeting held on April 17, 2018, by the unanimous vote of all the Trustees of the said District as the same appears in the official records of said Board now in my charge and custody.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the corporate seal of said District this 17th day of April 2018.



Clerk

ORDINANCE NO. 629

AN ORDINANCE AMENDING ORDINANCE NO. 571
OF THE GREATER PEORIA SANITARY AND SEWAGE DISPOSAL DISTRICT

ENTITLED

AN ORDINANCE ADOPTING CHARGES FOR THE DISCHARGE OF DOMESTIC WASTEWATER AND COMMERCIAL AND INDUSTRIAL WASTES TO THE WASTEWATER FACILITIES OF THE GREATER PEORIA SANITARY AND SEWAGE DISPOSAL DISTRICT, PROVIDING PENALTIES FOR VIOLATIONS THEREOF, AND REPEALING CERTAIN ORDINANCES THEREIN NAMED IN THE GREATER PEORIA SANITARY AND SEWAGE DISPOSAL DISTRICT OF PEORIA COUNTY, ILLINOIS

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE GREATER PEORIA SANITARY AND SEWAGE DISPOSAL DISTRICT OF PEORIA COUNTY, ILLINOIS:

Section 1. That TABLE A – USER CHARGE RATES of Ordinance No. 571 be deleted and a new TABLE A – USER CHARGE RATES attached to this Ordinance be substituted therefore, and that the new rates are effective May 1, 2018.

Section 2. That this Ordinance shall take effect from and after its passage, approval, recording and due publication as provided by law. This amendment shall not affect the validity or enforceability of user and/or other charges and causes of action accrued pursuant to the provisions of Ordinance No. 571 prior to the effective date hereof.


Section 3. The invalidity of any section, clause, sentence or provision of this Ordinance shall not affect the validity of any part of this Ordinance which can be given effect without such involved part or parts.

THE GREATER PEORIA SANITARY
AND SEWAGE DISPOSAL DISTRICT



By: Michael F. Menke, President

Attest:


Gene Petty, Clerk

(SEAL)



Passed: April 17, 2018
Approved: April 17, 2018
Recorded: April 17, 2018
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The Greater Peoria Sanitary and Sewage Disposal District
Table A - User Charge Rates
Effective May 1, 2018

Reference Section	Description of Rate	Rate
204	Commercial Domestic Metered/CCF (Disposal Only)	\$ 0.9550
206.2	Residential Domestic Metered/CCF (Disposal Only)	\$ 0.8882
204	Commercial Domestic Metered/CCF (Lateral & Disposal)	\$ 1.9090
206.2	Residential Domestic Metered/CCF (Lateral & Disposal)	\$ 1.7754
204	Domestic Unmetered/Quarter (Disposal Only)	\$ 22.92
204	Domestic Unmetered/Quarter (Lateral & Disposal)	\$ 45.82
205	Transported Waste/1,000 gallons	\$ 189.00
310	Industrial User (Disposal Only)	
	Quantity of Wastewater/CCF	\$ 0.2106
	Removal of Biochemical Oxygen Demand/lb.	\$ 0.1122
	Removal of Suspended Solids/lb.	\$ 0.3473
	Oxidation of Ammonia Nitrogen/lb.	\$ 0.8492
310	Industrial User (Lateral & Disposal)/CCF	\$ 1.1639
206.2	Residential Credit for Water not Discharged (Lawn Sprinkling/Watering)	7.00%
502.1	Capital Improvement & Replacement Charge	65.00%
602	Interest rate per annum on Delinquent Accounts	12.00%
602	Minimum Charge per Month	\$ 1.50
1104	Lien Fees*	\$ 124.00
1103	Collection Fees	\$ 18.00
1103.1	Returned Funds Fee	\$ 30.00
1224	Water Shut-off Fee	\$ 105.35

* Current Peoria County Recording and Release Fee

STATE OF ILLINOIS)
)
COUNTY OF PEORIA)

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I further certify that the above Resolution is true, correct and exact copy of a ordinance duly adopted by the Board of Trustees of said District at the meeting held on April 17, 2018, by the unanimous vote of all the Trustees of the said District as the same appears in the official records of said Board now in my charge and custody.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the corporate seal of said District this 17th day of April 2018.



Clerk

Investment Committee Meeting
Greater Peoria Sanitary and Sewage Disposal District

April 17, 2018

President Menke called the meeting to order at 9:25 A.M. The following members were present: Trustees, Michael F. Menke, Matthew P. Jones and Gene Petty. Trustees Matthew R. Bender and Robert C. Gates were absent. 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 \$1,250,000.00 would be available to invest this month:

<u>Bank</u>	<u>Amount</u>	<u>Type</u>	<u>Term</u>	<u>Yield</u>
Busey Bank	\$1,250,000.00	CD	12 Months	2.26%

With no further business to consider, the Chairperson declared the meeting adjourned.

Prepared and Submitted by:


Secretary