

Peoria, Illinois, April 16, 2019

At the hour of 9:30 A.M., Tuesday, April 16, 2019, 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, 2019, and ending April 30, 2020. 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 16, 2019, 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, Robert C. Gates, Matthew R. Bender, Gene Petty, and Heather L. McCord. Executive Director Brian F. Johnson, Attorney James F. Kane, Director of Administration Michelle R. Mortland, Director of Operations Thomas W. Meyer, and Director of Finance Joseph C. Merkle were also present. Director of Planning and Construction Timothy F. Leach was absent.

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.

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

Trustee Gates moved the minutes of the regular meeting held on Tuesday, March 19, 2019 be approved, which motion was seconded by Trustee Bender. On voice vote being taken, Trustees Menke, Gates, Bender, Petty, and McCord voted "Aye" and there were no "Nays". Chairperson Menke declared the minutes approved.

Trustee Bender moved the list of bills, totaling \$1,309,611.19 be approved for payment as presented. Trustee Petty seconded the motion. Following discussion of several individual bills, and on roll call vote being taken, Trustees Menke, Gates, Bender, Petty, and McCord 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 \$1,500,000.00 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>
F&M Bank	\$1,500,000.00	CD	12 Months	2.65%

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

Trustee McCord moved delinquent accounts listed as Batch #177 Illinois American Water Company, Batch #80 Village of Peoria Heights, and Batch #82 Pleasant Valley Water Co. be forwarded for disconnection from service in accordance with applicable water shutoff agreements, which motion was seconded by Trustee Gates. Following discussion and on roll call vote being taken, Trustees Menke, Gates, Bender, Petty, and McCord voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

The Executive Director requested authorization for treatment plant fencing improvements in the amount of \$37,822.33 from Hohulin Fence Company. 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, Gates, Bender, Petty, and McCord voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

The Executive Director next requested authorization for Receipt of Bids for Sewer Rehabilitation Lining Project 12. Trustee Bender moved to approve the recommendation, which motion was seconded by Trustee McCord. Following discussion and on roll call vote being taken, Trustees Menke, Gates, Bender, Petty, and McCord voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

The Executive Director next requested authorization for Receipt of Bids for Sewer Cleaning & Inspection Project 5. Trustee Petty moved to approve the recommendation, which motion was seconded by Trustee Gates. Following discussion and on roll call vote being taken, Trustees Menke, Gates, Bender, Petty, and McCord 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, 2020. Trustee McCord presented Ordinance No. 633 titled:

"COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE
 OF
 THE GREATER PEORIA SANITARY AND SEWAGE DISPOSAL DISTRICT
 FOR THE FISCAL YEAR BEGINNING MAY 1, 2019 AND ENDING
 APRIL 30, 2020."

and moved for its adoption, which motion was seconded by Trustee Bender. Following discussion and on roll call vote being taken, Trustees Menke, Gates, Bender, Petty, and McCord voted "Aye" and there were no "Nays". Chairperson Menke stated that 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 Gates presented Ordinance No. 634 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”

and moved adoption of the Ordinance, which motion was seconded by Trustee McCord. Following discussion and on roll call vote being taken, Trustees Menke, Gates, Bender, Petty, and McCord voted “Aye” and there were no “Nays”. Chairperson Menke stated that 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 Bender 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 2020 be established for the following purposes in the amounts indicated:

<u>Activity</u>	<u>Calculation</u>	<u>Amount</u>
Operating Expenses	Three months – FY 2020	\$2,918,707
Debt Service	FY 2020 Obligation	753,696
Capital Contingencies	Allowance	<u>4,000,000</u>
Total		\$7,672,403

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 Gates. Following discussion and on roll call vote being taken, Trustees Menke, Gates, Bender, Petty, and McCord voted "Aye" and there were no "Nays". Chairperson Menke 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, 2018 through and including April 16, 2019 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 Bender. Following discussion and on roll call vote being taken, Trustees Menke, Gates, Bender, Petty, and McCord 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 change and noted that Trustee compensation has remained unchanged since May 1999. Trustee McCord moved to approve the recommendation, which motion was seconded by Trustee Petty. Following discussion and on roll call vote being taken, Trustees Menke, Gates, Bender, Petty, and McCord voted "Aye" and there were no "Nays". Chairperson Menke declared the motion carried.

The Executive Director next updated the Trustees regarding various subjects.

At the hour of 10:50 A.M., Trustee Gates moved the regular meeting be adjourned to Executive Session for the purpose of discussing employment, pursuant to 5 ILCS 120/2(c)(1), which motion was seconded by Trustee Bender. On voice vote being taken, Trustees Menke, Gates, Bender, Petty, and McCord voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

The regular meeting reconvened at 11:36 A.M. following the Executive Session.

The Chairperson stated the next order of business was the employment of the Executive Director for the fiscal year beginning May 1, 2019. The Trustees expressed their appreciation to Mr. Johnson for his public service during this fiscal year, and commended him for his leadership in advancing the District's mission. Trustee Gates presented the following resolution:

"BE IT RESOLVED, that Brian F. Johnson be retained as Executive

Director for the fiscal year beginning May 1, 2019; and

RESOLVED FURTHER, that his annual compensation beginning May 1, 2019 be increased by \$3,100, which is consistent with percentage increases for other District employees; and

RESOLVED FURTHER, that he receive a one-time bonus of \$1,000 due to the 16-month duration between his hiring and the performance evaluation.

He moved adoption of the resolution, which motion was seconded by Trustee Petty. Following discussion and on roll call vote being taken, Trustees Menke, Gates, Bender, Petty, and McCord voted "Aye" and there were no "Nays". Chairperson Menke stated that the motion carried.

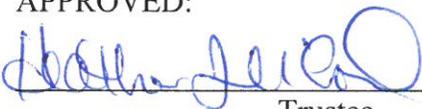
Mr. Johnson thanked the Trustees and acknowledged the contributions of the many mission-focused District employees, including the department heads.

There being no further business to come before the Board, on motion duly made, seconded and unanimously carried, the meeting was adjourned at 11:45 A.M.

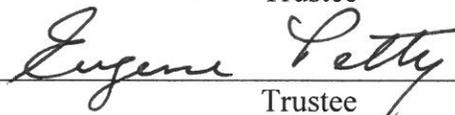


Trustee

APPROVED:



Trustee



Trustee



Trustee



Trustee

Investment Committee Meeting
Greater Peoria Sanitary and Sewage Disposal District

April 16, 2019

President Menke called the meeting to order at 9:25 A.M. The following members were present: Trustees Michael F. Menke, Robert C. Gates, Matthew R. Bender, Gene Petty, and Heather L. McCord. 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 \$1,500,000.00 would be available to invest this month:

<u>Bank</u>	<u>Amount</u>	<u>Type</u>	<u>Term</u>	<u>Yield</u>
F&M Bank	\$1,500,000.00	CD	12 Months	2.65%

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

Prepared and Submitted by:


Secretary

ORDINANCE NO. 633
 COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE
 of
THE GREATER PEORIA SANITARY AND SEWAGE DISPOSAL DISTRICT FOR
 THE FISCAL YEAR BEGINNING MAY 1, 2019 AND ENDING APRIL 30, 2020

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. 2019 and ending on the 30th day of April, A.D. 2020.

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

Operating Revenue

Charges for Services - User Charges	\$ 10,756,440
Capital Improvement and Replacement Charge	7,521,342
Service and Permits	730,404
Connection Charges	50,000
Other	63,000
Sub-total	<hr/> \$ 19,121,186

Non-Operating Revenue

Replacement Taxes	\$ 1,100,000
Special Assessment Principal and Interest	35,503
Investment Income	414,000
Real Estate Taxes	-
Sub-total	<hr/> \$ 1,549,503

Loans/Reserves

Debt Financing	\$ -
Investment Reserves and Operations	2,057,836
Sub-total	<u>\$ 2,057,836</u>

TOTAL SOURCES OF FUNDS: \$ 22,728,525

USE OF FUNDS:

Operating Expenses

Operations

Salaries and Wages	\$ 2,972,080
Supplies	1,005,000
Services	564,710
Utilities	1,102,800
Insurance	293,490
Sub-total	<u>\$ 5,938,080</u>

Planning and Construction

Salaries and Wages	\$ 486,510
Supplies	9,500
Services	137,000
Utilities	8,200
Sub-total	<u>\$ 641,210</u>

System Rehabilitation/Maintenance

Salaries and Wages	\$ 54,280
Supplies	1,700
Services	587,500
Sub-total	<u>\$ 643,480</u>

Vehicles and Equipment:

Salaries and Wages	\$ 77,960
Supplies	181,100
Services	100,000
Insurance	32,110
Overhead Recovery	(15,000)
Sub-total	<u>\$ 376,170</u>

Administrative		
Salaries and Wages		\$ 1,506,649
Supplies		253,430
Services		1,080,900
Utilities		25,940
Insurance		1,665,440
Overhead Recovery		(456,470)
Sub-total		<u>\$ 4,075,889</u>
TOTAL OPERATING EXPENSES		\$ 11,674,829
<u>Capital Improvements</u>		
EPA Related Compliance Projects		\$ 350,000
Plant Rehabilitation		875,000
Collection System Rehabilitation		4,140,000
Infrastructure Improvements		515,000
Vehicles/Equipment/Other		4,420,000
Sub-total		<u>\$ 10,300,000</u>
<u>Debt Service</u>		
Revenue Bonds		\$ -
State Revolving Fund Loan		753,696
		<u>\$ 753,696</u>
TOTAL USES OF FUNDS		<u>\$ 22,728,525</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, 2019 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 16, 2019
Approved: April 16, 2019
Recorded: April 16, 2019
Published: April 17, 2019

ORDINANCE NO. 634

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, 2019.

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.

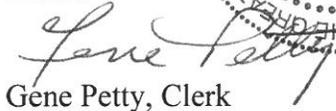
THE GREATER PEORIA SANITARY
AND SEWAGE DISPOSAL DISTRICT



By: Michael F. Menke, President



Attest:


Gene Petty, Clerk

(SEAL)

Passed: April 16, 2019
Approved: April 16, 2019
Recorded: April 16, 2019
Published: April 17, 2019

The Greater Peoria Sanitary and Sewage Disposal District

Table A - User Charge Rates

Effective May 1, 2019

Reference Section	Description of Rate	Rate
204	Commercial Domestic Metered/CCF (Disposal Only)	\$ 0.9950
206.2	Residential Domestic Metered/CCF (Disposal Only)	\$ 0.9254
204	Commercial Domestic Metered/CCF (Lateral & Disposal)	\$ 2.0240
206.2	Residential Domestic Metered/CCF (Lateral & Disposal)	\$ 1.8823
204	Domestic Unmetered/Quarter (Disposal Only)	\$ 23.88
204	Domestic Unmetered/Quarter (Lateral & Disposal)	\$ 48.58
205	Transported Waste/1,000 gallons	\$ 201.00
310	Industrial User (Disposal Only)	
	Quantity of Wastewater/CCF	\$ 0.2183
	Removal of Biochemical Oxygen Demand/lb.	\$ 0.1212
	Removal of Suspended Solids/lb.	\$ 0.3540
	Oxidation of Ammonia Nitrogen/lb.	\$ 0.9333
310	Industrial User (Lateral & Disposal)/CCF	\$ 1.2475
206.2	Residential Credit for Water not Discharged (Lawn Sprinkling/Watering)	7.00%
502.1	Capital Improvement & Replacement Charge	71.00%
602	Interest rate per annum on Delinquent Accounts	12.00%
602	Minimum Charge per Month	\$ 1.50
1104	Lien Fees*	\$ 136.00
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

THE GREATER PEORIA SANITARY AND SEWAGE DISPOSAL DISTRICT

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, 2018 through and including April 16, 2019 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.

Resolved by the Board of Trustees of The Greater Peoria Sanitary and Sewage Disposal District this 16th day of April, 2019.


Clerk

THE GREATER PEORIA SANITARY AND SEWAGE DISPOSAL DISTRICT
Resolution Establishing Minimum Reserves of Investments
Fiscal Year 2020

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 cash and 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 cash investments for fiscal year 2020 be established for the following purposes in the amounts indicated:

<u>Activity</u>	<u>Calculation</u>	<u>Amount</u>
Operating Expenses	Three months – FY 2020	\$2,918,707
Debt Service	FY 2020 Obligation	753,696
Capital Contingencies	Allowance	<u>4,000,000</u>
 Total		 \$7,672,403

RESOLVED FURTHER, the Executive Director, or his designee, shall report monthly the amount of reserved and unreserved amounts of cash and 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 further actions.

Adopted by the Board of Trustees of The Greater Peoria Sanitary and Sewage Disposal District this 16th day of April 2019.



 Clerk