

GLENBROOK SANITARY DISTRICT

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES June 28, 2024

The special meeting of the Board of Trustees of the Glenbrook Sanitary District was held on June 28, 2024, at 9:30 AM for the purpose of reconvening the Regular Board Meeting from June 6, 2024.

1. President Partipilo called the **Meeting to Order** at 9:34AM.
2. Upon the **Roll being called**, the following answered present:

Daniela Partipilo	Trustee, President
Marcus Powell	Trustee
Jessie Essman	Trustee
Ken Lopez	District Manager
Eric Patt	Attorney
Jean Scher	Operation Superintendent, GHA
3. **Public Hearing: FY 2024-2025 Combined Annual Budget and Appropriation Ordinance**
President Partipilo moved to Re-Open the continued Public Hearing from June 6, 2024. There being no public comments or questions regarding the Combined Annual Budget, President Partipilo closed the Public Hearing.
4. **Public Comments - **Please Sign In With the District Clerk To Speak****
There are no public comments including written comments.
5. **Approval of the Minutes**
 - 5a. **April 18, 2024 Special Board Meeting Minutes**
Trustee Powell moved to approve the April 18, 2024, Special Board Meeting Minutes as presented, seconded by Trustee Essman.
Roll Call Vote: Ayes: President Partipilo, and Trustee Essman and Trustee Powell. Nays: None, unanimously approved
 - 5b. **May 23, 2024 Special Board Meeting Minutes**
Trustee Powell moved to approve the April 18, 2024, Special Board Meeting Minutes as presented, seconded by President Partipilo.
Roll Call Vote: Ayes: Trustee Essman, President Partipilo and Trustee Powell. Nays: None, unanimously approved
6. **Items for Separate Action**
 - 6a. **Approve the Combined Annual Budget and Appropriation Ordinance 164 for Fiscal Year Beginning July 1, 2024 and Ending June 30, 2025**
Trustee Essman moved to approve the Combined Annual Budget and Appropriation Ordinance 164 for Fiscal Year Beginning July 1, 2024 and Ending June 30, 2025, seconded by President Partipilo.
Roll Call Vote: Ayes: Trustee Powell, President Partipilo and Trustee Essman. Nays: None, unanimously approved

6b. Approve Ordinance 165 Establishing Revised Rates for Water and Sewer Service

President Partipilo moved to approve Ordinance 165 Establishing Revised Rates for Water and Sewer Service, seconded by Trustee Essman.

Roll Call Vote: Ayes: Trustee Powell, Trustee Essman and President Partipilo. Nays: None, unanimously approved

6c. Approve Engagement Letter with Sikich for Auditing Services for Fiscal Years Ending June 30, 2024, June 30, 2025, & June 30, 2026

Trustee Essman moved to approve engagement letter with Sikich for Auditing Services for FY ending June 30, 2024, June 30, 2025, & June 30, 2024, seconded by Trustee Powell.

Roll Call Vote: Ayes: President Partipilo, Trustee Powell, Trustee Powell and Trustee Essman. Nays: None, unanimously approved

6d. Approve Proposal from Gewalt Hamilton Associates for Hydrant Flushing/Maintenance, Hydrant Flow Testing, & Valve Exercising in the aggregate amount of \$11,115.00

Trustee Powell moved to approve the proposal from Gewalt Hamilton Associates for Hydrant Flushing/Maintenance, Hydrant Flow Testing, & Valve Exercising in the amount of \$11,115.00, seconded by President Partipilo.

Roll Call Vote: Ayes: Trustee Essman, President Partipilo, and Trustee Powell. Nays: None, unanimously approved

6e. Approve Water Distribution System Leak Survey Contract with M.E. Simpson in the amount of \$2,350

Trustee Essman moved to approve the Water Distribution System Leak Survey Contract with M.E. Simpson in the amount of \$2,350, seconded by President Partipilo.

Roll Call Vote: Ayes: Trustee Powell, President Partipilo, and Trustee Essman. Nays: None, unanimously approved

6f. Ratify Approval of Awarding Hydrant Replacement to DeMuth, Inc. in the amount of \$12,500 per Hydrant

Trustee Essman moved to ratify approval of Awarding Hydrant Replacement to DeMuth, Inc. in the amount of \$12,500 per Hydrant, seconded by Trustee Powell.

Roll Call Vote: Ayes: President Partipilo, Trustee Powell, and Trustee Essman. Nays: None, unanimously approved

6g. Approve Final Payout Request for Visu-Sewer in the Aggregate Amount of \$26,050.70

Trustee Powell moved to ratify approval of Awarding Hydrant Replacement to DeMuth, Inc. in the amount of \$12,500 per Hydrant, seconded by President Partipilo.

Roll Call Vote: Ayes: Trustee Essman, President Partipilo, and Trustee Powell. Nays: None, unanimously approved

7. Treasurer's Reports

7a. Ratified of Bills for Payment for Period April 1, 2024 to April 30, 2024

President Partipilo moved to ratify the Cash Disbursements Journals for April 1, 2024, to April 30, 2024, in the amount of \$11,206.13, seconded by Trustee Essman.

Roll Call Vote: Ayes: Trustee Powell, Trustee Essman, and President Partipilo. Nays: None

7b. Financial Reports as of April 30, 2024

After review of the Financial Reports, President Partipilo requested that the District invest \$300,000 in a short term 30 Day CD with Charles Schwab Bank. President Partipilo moved to approve the Financial Reports as of April 30, 2024, and invest \$300,000 from Charles Schwab account to a 30 Day CD, seconded by Trustee Powell.

Roll Call Vote: Ayes: Trustee Essman, Trustee Powell, and President Partipilo. Nays: None

8. Engineer's Report

8a. GHA Monthly Report

Jean Scher presented GHA's monthly report for the month of May. Operation Superintendent Scher indicated that this year the District is required to conduct the Lead/Copper water sample for the ILEPA. Mr. Scher will follow up with the residents who received the Lead/Copper letter. Mr. Scher also reported that there was a meeting with the Village of Highland Park to review and discuss the Northbrook Court Redevelopment Project. Northbrook eluded that they will continue doing their inspections as they have been done in the past, and any new inspections will be based on what the District would like to see. As for the Water Emergency Connect, hydraulics modelling to ensure that water service is adequate to server the area. No further questions from the Board.

9. Attorney's Report – Attorney Patt reported that nothing substantive has happened at this time regarding the tax objection cases.

10. Manager's Report – Nothing to report

11. Trustee's Report – Nothing to report


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

13. Adjournment:

There being no further business, the motion to adjourn the special meeting was duly made by President Partipilo, seconded by Trustee Essman.

Unanimously approved. Meeting adjourned at 10:21 AM.

The next quarterly meeting will be held on Thursday, September 5, 2024, at 9:30AM, at the Northbrook Public Library, 1201 Cedar Lane, Northbrook.



PRESIDENT PRO TEM, Marcus Powell



CLERK, Kenneth J Lopez