

OF THE BOARD OF TRUSTEES OF THE NORTHFIELD WOODS
SANITARY DISTRICT, COOK COUNTY, ILLINOIS
HELD ON TUESDAY, TUESDAY JUNE 2, 2015 AT 3633 WEST LAKE AVENUE
GLENVIEW, ILLINOIS

1. ROLL CALL

The meeting was called to order at 5:05 p.m. by President Beutelspacher of the Northfield Woods Sanitary District. Upon Roll Call, the following Trustees were present.

ALEX BOTVINNIK

ALAN BEUTELSPACHER

Also present were Attorney David Arena, District Superintendent Frank Ness, Accountant Mike Lockett, Administrator Wanda Reid, and Engineer Dave Gewalt.

2. MINUTES

Vice President Botvinnik moved and President Beutelspacher seconded a motion to approve the minutes of the April 7, 2015 regular meeting. Motion passed with all "AYES".

3. MATTERS TO BE PRESENTED BY THE PUBLIC

None

4. UNFINISHED BUSINESS

A. ORDINANCE 50 PROJECTS

1. Job-07-G, Glenstar Properties LLC (Update)

Engineer Gewalt stated that there was no further report at this time.

2. 12-A, North Branch (Ordinance #50 Deposit for Declaration of Restrictions)

Attorney Arena stated that he was advised by Attorney Bulmash via e-mail that he requested only an Ordinance #50 deposit in the amount of \$1,500.00, and felt that this amount is sufficient at this time.

3. Job 07-D, Greenleaf Manor (Declaration of Restrictions)

Engineer Gewalt advised the Board that Attorney Bulmash via-email had revisions to the Declaration of Restrictions. After some discussion ensued, the Board directed that Attorney Arena review the Declaration of Restrictions prior to the finalization.

4. Job 12-F, Axley Place/3250 N. Milwaukee

Engineer Gewalt submitted to the Board the MWRD permit application for re-signing by the Board and stated that the project is moving forward.

B. CURRENT AND ONGOING

1. Status of Research by Superintendent Ness Regarding Overhead Sewers and Charging Residents for Sewer User Fees

Superintendent Ness stated that he has contacted the Director of Community Development of the Village of Glenview and scheduled a meeting for next week to discuss the various issues of concern by the District. Superintendent Ness also stated that he has scheduled a meeting with Mr. Footlik, Joe Kenney, and Shane Schneider to discuss the matter regarding overhead sewers and provide the Board with his findings at the next regularly scheduled meeting.

Superintendent Ness also recommended that the District increase the sewer user fees beginning January 2016. President Beutelspacher then suggested that Superintendent Ness further review the exact charges by the Village of Glenview and other Local Community Fees for sewer rates prior to the District increasing its fees in January of 2016. Superintendent Ness also recommended that the District forward a letter notifying them of the increase by the District prior to the increase in January 2016.

C. NEW BUSINESS

None

5. ADMINISTRATORS REPORT

Administrator Reid provided the Board with a current listing of the District's Accounts Receivable report through April 30, 2015.

6. ENGINEERS REPORT

Engineer Gewalt stated that there was no further report at this time.

7. PRESIDENTS REPORT

President Beutelspacher advised the Board that Eder & Casella will be hosting a Local Government Seminar May 12, 2015 and inquired who will like to attend. Superintendent Ness, Accountant Lockett, and Vice President Botvinnik stated that they would attend.

8. SUPERINTENDENTS REPORT

1. Buildings and Grounds

Superintendent Ness advised the Board that he will contact Layla Construction in order to pick up the sewer frame and lid within the next couple of weeks.

Superintendent Ness also stated that he would like to review any bills pertaining to the District's Lift Stations. Administrator Reid stated that she will provide him with the copies of the bills for his review and approval.

Superintendent Ness then stated that Berryman had reset the Manor Care Padlock, after some discussion ensued, President Beautelspacher suggested to just let it be.

Superintendent also stated that he would remove the pallets at the Manor Care Lift Station.

Superintendent Ness then stated that he will recoat the drive-way, re-stone the outside of the building, and repaint the Northfield Woods Sanitary District sign and frame. Superintendent Ness then stated that Greenleaf Station had a water leak, indicating that it was seepage from under the door and he will caulk, and also repair the light over the door.

Superintendent Ness also stated that he and Vice President Botvinnik had discussed the matter of the District appointing another Trustee. Attorney Arena then advised the Board that he made numerous attempts to contact the County Board with no response. After some discussion ensued Superintendent Ness stated that he will contact Mr. Sutherland and advise him that the District had a vacancy.

2. Discussion Regarding Captains Quarters (Superintendent Ness to contact Village of Glenview regarding status of shutting off the Water)

Superintendent Ness stated that Gus Giacommi advised the District that he will not pay the outstanding bill due and owing from Captain's Quarters. After some discussion ensued, Superintendent Ness then recommended that Attorney Arena forward a letter advising the owner that the District will shut off the water for non-payment of the sewer user bill. Superintendent Ness then stated that the District should have an Ordinance stating that the property owner should be responsible for the Sewer User Fee payment.

9. OFFICE , PERSONNEL and PROCEDURES

None

10. FINANCIAL REPORT

Accountant Lockett advised the Board that a current financial report listing the current fund balances, and all invoices approved by the Board of Trustees and paid through April 30, 2015 will be provided to the Board via e-mail once the Bank Accounts are reconciled for the month of April 30, 2015.

Accountant Lockett also advised the Board that the District's Audit for the FYE 4/30/2015 is scheduled for 6/22/2015 by Eder & Casella. Accountant Lockett also stated that once Administrator Reid reconciles the Bank Statements as of 4/30/2015, including the Wintrust Investment Accounts he would like to her to back up the files as of 4/30/2015 and forward the disc to Eder & Cassella. Accountant Lockett also requested that Administrator Reid advise him when the Wintrust Statements come in for April, 2015, so they can be reconciled.

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Accountant also recommended that the Trustees pay be scheduled be changed from the last day of the month to the last Friday of the month. After some discussion ensued the Board agreed to have the payroll scheduled for the last Friday of the month.

Accountant Lockett also submitted to the Board, Appropriation Ordinance No. 233 for FYE 2015/2016 for its review, discussion and approval at the next regularly scheduled meeting to be held on May 28, 2015.

11. ADJOURNMENT

There being no further business to discuss, upon motion by President Beutelspacher and a second by Vice President Botvinnik, all present voting "AYE", the regular meeting was adjourned at 6:20 p.m.

CLERK