

OF THE BOARD OF TRUSTEES OF THE NORTHFIELD WOODS
SANITARY DISTRICT, COOK COUNTY, ILLINOIS
HELD ON TUESDAY, TUESDAY JULY 7, 2015 AT 3633 WEST LAKE AVENUE
GLENVIEW, ILLINOIS

1. ROLL CALL

The meeting was called to order at 5:00 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, Administrator Wanda Reid. Engineer Dave Gewalt was absent. Accountant Lockett was absent.

2. MINUTES

Vice President Botvinnik moved and President Beutelspacher seconded a motion to approve the minutes of the June 2, 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)

Administrator Reid 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 there was no further report at this time.

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

Attorney Arena advised the board that he forwarded the Declaration of Restrictions and Bill of Sale via email to Attorney Bulmash for his review and finalization. Attorney Arena anticipates completion before the next regularly scheduled meeting.

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

Jessica Hotaling, Associate Director of the Housing Opportunity Development Corporation (HODC), and Mike Anderson, consulting Engineer for Haeger Engineering LLC, attended the meeting to discuss the matter of the letter requested by the Metropolitan Water Reclamation District from the Northfield Woods Sanitary District agreeing to emergency maintenance for the private property being developed by HODC. Mr. Anderson stated that HODC has no objection to enter into an agreement with the District, and understands that an agreement needs to be put in place, indicating

that the only issue is the guarantee amount and future maintenance. Attorney Arena advised the Board that Mr. Richard Koenig, Executive Director of HODC, will not guarantee the agreement between the District and HODC. Attorney Arena then stated that he would draft the indemnity agreement, removing Mr. Koenig as guarantor. After some discussion ensued, the District requested that HODC post a bond in the amount of \$30,000.00 for a period of 10 years in lieu of a guarantor.

The Board then directed that Attorney Arena draft the Indemnity Agreement with the Board's revisions. The Board agreed to forward a letter to the MWRD as requested for this development now in anticipation of the indemnity agreement being finalized and executed by HODC.

B. CURRENT AND ONGOING

1. Update on Letter Regarding Increase of Sewer User Fee in 2016

Attorney Arena provided a draft of the letter to be sent to all of the Sewer User Fee customers, advising them the increase of Sewer User Fees beginning with the first quarter of 2016. Upon review and changes, the Board directed that Administrator Reid send the letter to all Commercial entities being assessed a sewer user fee.

2. Letter to be Sent by Attorney Arena to Building Owner at Captains Quarters

Attorney Arena advised the Board that he did not send a letter to the Building owner and requested that Administrator Reid provide him with the building owners information. Once received, Attorney Arena will send the letter as directed by the Board.

3. Attorney Arena Provide Memo regarding Process for Document Destruction

Attorney Arena advised the Board that he has been unable to provide the Board with a memo for the process for the District's Document Destruction, however, anticipates completion before the next regularly scheduled meeting.

C. NEW BUSINESS

Vice President Botvinnik advised the Board that Marianos is now open. Vice President Botvinnik also inquired about the remaining Ordinance #50 deposit amounts that the District needs to reimburse. After some considerable discussion ensued, Vice President Botvinnik advised the Board that he will contact Accountant Lockett and discuss this issue further in order to resolve this matter, and disburse the funds accordingly.

Vice President Botvinnik requested that the Ordinance #50 projects be reviewed June 30th and January 1st (Bi-Annually). A process is implemented to schedule disbursement at least twice per year for completed projects for Ordinance #50 deposits to prevent retention of Ordinance #50 deposits in the future.

5. ADMINISTRATORS REPORT

Administrator Reid provided the Board with a current listing of the District's Accounts Receivable report through June 30, 2015. Administrator Reid also advised the Board that the Annual Grease Trap invoices have been billed and sent out July 3, 2015.

6. ENGINEERS REPORT

None

7. PRESIDENTS REPORT

President Beutelspacher advised the Board that changes need to be made on the District's Timeline Schedule. President Beutelspacher stated that the beginning of the District's Annual audit should be in the month of June. President Beutelspacher also stated that it would be in the best interest of the District to have all the individuals necessary for the attendance of the District meeting.

8. SUPERINTENDENTS REPORT

Superintendent Ness stated that Eder & Casella provided information regarding the Affordable Care Act reporting, also that the District was reimbursing the deductible. Attorney Arena stated that he researched the issue, indicating that upon review, found that the District could reimburse the deductible in scope of the Sanitary Sewer Act. Attorney Arena then stated that as of June 30th, 2015 a provision of the Affordable Care Act kicked in for small employers under 50 employees. According to articles by CPA's a small entity like the District cannot provide reimbursement plans, indicating that the District could be violating an IRS code that provides for significant penalties. There is an ambiguity created by the language of the Affordable Care Act and the language of the applicable IRS Code section. Attorney Arena then inquired whether the District should adopt a Group Plan. Superintendent Ness then stated that the District cannot have a group plan, because the majority of participants are on medicare. After some considerable discussion ensued, Attorney Arena will further investigate this matter further, and provide the Board with his findings. Superintendent Ness also stated that he attended the Glenview Comprehensive Plan Seminar and found it very informative for the future improvements in the Glenview Community. Superintendent Ness also advised the Board that all the maintenance at the lift stations has been completed. Superintendent Ness also stated that the sewer lid and frame in Glenview has been picked up. Vice President Botvinnik stated that he contacted the Village of Glenview and spoke with Russ regarding the issue of no storm sewers at the southern end of Indian Trails Park area, including Magnolia Avenue and the south end Forest Drive. The community has submitted a petition under the SWAMP program for this area, and a meeting has been coordinated with Mr. Fox of the Village of Glenview to discuss the matter further. Superintendent Ness stated that he would also like to attend the meeting with

Vice President Botvinnik.

9. OFFICE , PERSONNEL and PROCEDURES

Vice President Botvinnik advised the Board that the District will be implementing Sure Payroll Services within the next couple of months and he will contact Accountant Lockett for all the proper information. Vice President Botvinnik stated he was unsure of the start date but will advise the Board at the next regularly scheduled meeting. Vice President Botvinnik then advised the Board that he is unable to attend the August 4th District Meeting. After some discussion ensued the Board agreed to have the District meeting on August 6th, and directed that Administrator Reid post a Public Notice of the change of the Meeting Date from August 4th to August 6th, 2015.

10. FINANCIAL REPORT

President Beutelspacher 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 June 30, 2015 will be provided by Accountant Lockett via e-mail once the Bank Accounts are reconciled for the month of June 30th, 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 6:53 p.m.

CLERK