

OF THE BOARD OF TRUSTEES OF THE NORTHFIELD WOODS
SANITARY DISTRICT, COOK COUNTY, ILLINOIS
HELD ON TUESDAY, TUESDAY SEPTEMBER 1, 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, and Accountant Michael Locket t.

2. MINUTES

Vice President Botvinnik moved and President Beutelspacher seconded a motion to approve the minutes of the August 6, 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 has been in contact with Attorney Bulmash via email and was advised that Attorney Bulmash had waived all legal charges in excess of what remains for the North Branch, indicating that the balance of \$1,250.00 in the Ordinance #50 deposit will be paid to Attorney Bulmash.

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

Attorney Arena stated that the Declaration of Restrictions has been completed, and directed that Administrator Reid contact Attorney Bulmash via email and have him provide the District with the documents and request that he provide the District with any other additional charges for this project

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

Engineer Gewalt advised the Board that the permit from the Metropolitan Water Reclamation District (MWRD) had been issued for this project. Attorney Arena stated that he was still waiting for the finalization of the indemnity agreement between the Housing Opportunity Development

**Northfield Woods Sanitary District
August 5, 2015**

Corporation (HODC) and the Northfield Woods Sanitary District. Attorney Arena anticipates completion before the next regularly scheduled meeting,

B. CURRENT AND ONGOING

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

Administrator Reid stated that the letter advising the Sewer User Customers of the District increase of its sewer user rates beginning with the first quarter of 2016 will be sent by August 21, 2015.

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

Attorney Arena advised the Board that the letter to the Building owner for Captains Quarters was mailed out July 10, 2015. Attorney Arena also stated that a collection letter to Fran's Cleaners and Monte Carlo Cleaners was mailed on June 3, 2015.

3. Attorney Arena Provide Memo regarding Process for Document Destruction

Attorney Arena advised the Board that he has not finalized the memo for the process for the District's Document Destruction, however, anticipates completion before the next regularly scheduled meeting.

4. Ordinance #50 Project Status

Administrator Reid provided the Board with the status of the Ordinance #50 projects for their review. After some discussion ensued President Beutelspacher then stated that the status of the Ordinance #50 projects should be reviewed on a monthly basis.

C. NEW BUSINESS

None

5. ADMINISTRATORS REPORT

Administrator Reid provided the Board with a current listing of the District's Accounts Receivable report through July 31, 2015.

6. ENGINEERS REPORT

None

7. PRESIDENTS REPORT

None

8. SUPERINTENDENTS REPORT

1. Building and Grounds

Superintendent Ness advised the Board that the regular maintenance of the lift stations had been completed. Superintendent Ness also advised the Board that American Underground had to come and clean out the manhole under Johnny's Kitchen & Tap.

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 July 31, 2015 will be provided by Accountant Lockett via e-mail once the Bank Accounts are reconciled for the month of July 31, 2015.

11. EXECUTIVE SESSION

President Beutelspacher moved to adjourn to Executive Session to discuss insurance issues. Vice Botvinnik seconded the motion and all present votes "AYE". The regular meeting was adjourned at 5:45.

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 6:30 p.m.

CLERK