

OF THE BOARD OF TRUSTEES OF THE NORTHFIELD WOODS
SANITARY DISTRICT, COOK COUNTY, ILLINOIS
HELD ON TUESDAY, TUESDAY OCTOBER 6, 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 September 1, 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-D, Lynwood Glenview (Update)

Administrator Reid advised the Board that she faxed copy of check and correspondence to Amy at Greenleaf Manor, and as of this date has had no response, indicating she will follow up with Amy this week.

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

Engineer Gewalt advised the Board he has received the grease trap data from the three remaining buildings, indicating that they are all 1500 capacity grease traps, and should be put on the District's grease trap cleaning list. Engineer Gewalt also stated that the project is ready for its final inspection by the Metropolitan Water & Reclamation District (MWRD) and submitted to the Board the Request for Final Inspection (RFI) for its execution. Engineer Gewalt also stated that a Declaration of Restrictive Covenants will also be needed for this commercial property.

3. Job-08-E, 1615 N. Milwaukee (Update)

Engineer Gewalt stated that another grease trap is being installed connecting two restaurants. Engineer Gewalt submitted to the Board the MWRD permit for the Boards execution. Superintendent Ness inquired as to the size of the Grease trap being installed. Engineer Gewalt stated that the size of the grease trap being put in is 1,000 gallons, indicating that he will verify it with Harry Krajcer, Engineer for 1615 N. Milwaukee Avenue. After some discussion ensued the

Board determined that an additional Ordinance #50 Deposit in the amount of \$2,500.00 will be needed in addition to the permit fees. Attorney Arena then stated that he would like to review the current Declaration of Restrictions for this project.

4. Job-10-F, 1655/1701 Milwaukee (Update)

Administrator Reid advised the Board that she was unable to locate Construction by Design the remitter of the Ordinance #50 deposit, and stated that the phone has been disconnected. After some discussion ensued, Vice President Botvinnik stated that he will advise Administrator Reid how to handle this, in order to finalize the matter.

5. Job-12A- North Branch (Update Ord#50 Deposit for Declaration)

Administrator Reid advised the Board that this project will be closed out.

6. Greenleaf Manor (Declaration of Restrictions)

Attorney Arena advised the Board that Henry Krasnow, Attorney representing Greenleaf Manor advised him that he will have the final version of the Declarations within a week and provide Attorney Arena with the revisions.

7. Job 12C-Overland Pass (Update)

Engineer Gewalt advised the Board that this project is complete and can be closed out.

8. Job 12D-Tapestry Glenview (Update)

Engineer Gewalt advised the Board that this project is still open. Engineer Gewalt then stated that he still has not received the MWRD sign off indicating that once received he will forward it to President Beutelspacher for execution.

9. Job 12E- Park Place Hotel (Update)

Engineer Gewalt advised the Board that this project is still open

10. Job 12F- Axley Place/3520 N. Milwaukee (Update)

Engineer Gewalt advised the Board that this item is still open. Attorney Arena advised the Board that he was contacted by the Attorney representing Axley Place, and inquired if Axley Place can use the funds in they have in the Ordinance #50 Account to be applied to the line of credit requested by the District. After some discussion ensued, the Board determined that it would not use the monies in the Ordinance #50 Account. Attorney Arena stated that he will advise them of the Board's decision.

B. CURRENT AND ONGOING

1. Update on Letter Sent by Attorney Arena to Building Owner of Captains Quarters

Attorney Arena advised the Board that there is no further report at this time, indicating he will follow up on the matter before the next regularly scheduled meeting.

2. Update on District's Document Destruction

Vice President Botvinnik advised the Board he had all the necessary documents ready to start the process.

C. NEW BUSINESS

None

5. ADMINISTRATORS REPORT

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

6. ENGINEERS REPORT

Engineer Gewalt advised the Board that the sewer extension at Overland Pass has been approved and indicated that the project is now complete.

Engineer Gewalt also stated that there is interior remodeling going on at the old TGI Fridays however, is unaware of what the use is going to be. Superintendent Ness then stated that he would look into the matter further and advise the Board of his findings.

7. PRESIDENTS REPORT

President Beutelspacher inquired as to how the District's audit is doing. After some discussion ensued, Vice President Botvinnik advised the Board that he will contact Eder & Casella and have them resend the preliminary copies via email for the Board's review and finalization.

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 the Willow Lift Station Alarm keeps going off and advised Berryman of the problem.

Superintendent Ness also advised the Board that new gutters were installed at the Greenleaf Lift Station

Superintendent Ness also advised the Board that there was Major sewer problem at 1710 N. Milwaukee Avenue, indicating that it is a private line and it was inspected and found satisfactory.

2. Brookview Village Sewer Spill

Superintendent Ness advised the Board that Brookview Village Apartments had a major sewer spill and was reported to the Village of Glenview. Superintendent Ness stated that he is not aware if the problem has been taken care of.

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 November 30, 2015 will be provided by Accountant Lockett via e-mail once the Bank Accounts are reconciled for the month of September 30, 2015.

Accountant Lockett also advised the Board that Superintendent Ness will contact Jeff Sweeno to further discuss the District's investments and how to allocate them.

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 6:18 p.m.

CLERK