

Minutes July 2024 for August 15th meeting

NOTICE

Westville Board Meeting Agenda

Date:

July 18, 2024

Time: 6:00 PM

Location: 120 E Main St, Westville IL 61883

1 Call to Order: 6:00

2 Roll Call: John, Sean, Brian, Frankie, Steve M, Larry, Deanna

- Royce
- Steve
- Bruce3

3 Public Comment

None

4 Minutes of the previous meeting

- Motion to approve the minutes of the previous meeting on July 18, 2024.
 - Roll Call: Royce, Steve, Bruce
 - Vote: YAY/ Nay Passed

5 Consideration of the agenda

- Motion to accept the July 18, 2024 meeting agenda
 - Roll Call: Royce, Steve, Bruce
 - Vote: YAY / Nay Passed

6 Treasurer's Report

- Motion to receive the Treasurer Financial Report: Review and Approval of Monthly Expenditures and Summaries
 - Roll Call: Royce, Steve, Bruce
 - Vote: YAY / Nay Passed
- Motion of approval to put \$550.00 in petty cash (Bal: \$772.41)
 - Roll Call: Royce, Steve, Bruce
 - Vote: YAY / Nay Passed

7 ERH reports or other reports

o Plant Operator Work Report

- Pulled ERH's floating mechanical aerator from the oxidation ditch, following the installation of a new pontoon aerator
- Removed blockage from the return activated sludge lines with ERH's vactor
- Repaired a leak in the non-potable water supply line from pump #2.
- Installed new electrical breakers at the Second Street lift station
- Reinstalled the #1 return activated sludge pump following repairs
- Drained the #1 secondary clarifier and took off-line for low flow conditions
- Began cleaning the sludge drying beds.

o Operator Report

- Was contacted by Neil Jarumbo, who is converting an existing garage at the corner of Dequimpaul and Delanois Streets to a home, regarding the sewer tap for this location. Mr. Jarumbo had been into the Districts Office and was told that he would be required to run his new service line to the nearest manhole and could not connect to the sewer main in front of the property. ERH had initially met with Mr. Jarumbo roughly a year or more ago and had discussed connecting in the street when the time came. After speaking with Steve Blazaitis and Tom Moody at the plant during the supplier's inspection of the new pontoon aerator, the misunderstanding that a connection could not be made in the sewer main was cleared up. We have been in contact with Mr. Jarumbo several times since then regarding when the tap would be made and by whom, and that the party doing the work would be required to register with the district, provide proof of insurance, and pay the required \$50.00 fee to be registered. As of the writing of this report, the tap has not yet been installed.

- Met with the Village of Belgium Public Works Superintendent, Phil Hawley to go over what manholes would need to be lowered before the Village has Dequimpaul Street ground down and repaved.

8 Office Manager Reports

- **Budget Work:** Worked on the budget in preparation for the budget meeting on Thursday, July 18.
- **Billing**
 - Processed the July 12 mail date billing, with payments due by August
- **Training:**
 - Completed training on taxes with Kerry Barrett
 - Prepared for the LOCIS user group meeting on August 8 in Springfield. The office will be closed on August 8; the superintendent will be available.
- **Financial Statement Audit**
 - Prepared for the upcoming financial statement audit
- **Office Setup**
 - Moved office furniture and equipment to set up for the new Superintendent.
- **Consultations**
 - Consulted with CTS to review the cyber insurance policy and set up a quote for the Owl Conferencing meeting,
- **Meeting Preparation**
 - Set for meeting and packets

9 New Business

- **None**

10 Unfinished Business

- Larry Johnson, District Engineer, is reporting on the Aerator Pontoon installation and final inspection.

11 Special Announcement

- Budget Meeting following tonight's meeting.

12 Adjourn: 6.50 PM

Motion: Steve

Second: Bruce

Motion Passed