

**The Urbana & Champaign Sanitary District**  
**The Minutes of the Regular Board Meeting of the Board of Trustees**  
**February 7, 2023**

The Board of Trustees of the Urbana & Champaign Sanitary District of Champaign County, Illinois met at 5:30 p.m. Tuesday, February 7, 2023 at Station R, Northeast Treatment Plant, in Urbana, Illinois.

Board Physically Present:	Trustee Putman Trustee Myrick Trustee Winstanley
Attorney Physically Present:	Mike McCormick, Attorney
Staff Physically Present:	Rick Manner, Executive Director Brad Bennett, Director of Engineering Matt Garard, Director of Finance Wade Lagle, Director of Operations Randy Shook, Director of M&E Theresa Plotner, Administrative Supervisor

Trustee Putman called the regular meeting to order at 5:30 p.m.

It was moved by Trustee Myrick, seconded by Trustee Winstanley to approve the agenda.

The motion was approved unanimously.

Rick Manner reviewed a letter that was received from a customer regarding a sewer backup complaint. He also reviewed the District's response to that complaint.

It was moved by Trustee Winstanley, seconded by Trustee Myrick to approve the consent agenda items as follows;

- Accounts Payable Check Signing Schedule
- On-Call and Call-In Policy Update
- Pretreatment Annual Report
- Safe Worker Recognition
- Award of Polymer Supply Contract

The motion was approved unanimously.

It was moved by Trustee Winstanley, seconded by Trustee Myrick to approve the following minutes;

- January 3, 2023 Regular Board Meeting
- January 3, 2023 Executive Session Meeting

The motion was approved unanimously.

Theresa Plotner reviewed the Administrative Services Report. The Accounts Past Due graphs and the Aging Report were compared to the previous month. She also reported on the status of accounts that have received payment assistance and accounts that were shut off.

Matt Garard presented the December 2022 Treasurer’s Report to the Board. Specific items summarized were the December 2022 investments and the December 2022 revenues.

The year-to-date revenues and expenditures for each District fund are summarized below.

FUND	REVENUE	EXPENSES	NET FUND TRANSFERS	NET EFFECT	CAPITAL EXPENSE
O & M	\$9,404,564	\$6,337,436	(\$2,746,335)	\$320,792	\$311,128
Construction	\$560,587	\$0	(\$1,332,478)	(\$771,890)	\$0
ICRF	\$678,030	\$610,995	\$0	\$67,035	\$0
Debt Service	\$0	\$4,507,692	\$4,078,813	(\$428,879)	\$0
2023 SWP Project	\$0	\$454,686	\$0	(\$454,686)	\$0
Total	\$10,643,181	\$11,910,809	\$0	(\$1,267,629)	\$311,128

The cash reserves for each fund are summarized below.

Fund	Cash Reserves
O & M	\$3,272,777
Construction	\$5,545,197
ICRF	\$8,500
Debt Service	\$3,661,510
2023 SWP Project	(\$454,686)
Total	\$12,033,299

Matt Garard reviewed with the Board the FY23 Budget Amendment. Trustee Winstanley asked for clarification regarding a couple of amended items. It was moved by Trustee Myrick, seconded by Trustee Winstanley to open the Public Hearing on the Budget Amendment for FY23 Ordinance #731.

The motion was approved unanimously.

There being no audience participation, it was moved by Trustee Myrick, seconded by Trustee Winstanley to adjourn the Public Hearing.

It was moved by Trustee Winstanley, seconded by Trustee Myrick to adopt ***Ordinance #731 – An Amended Combined Annual Budget and Appropriation Ordinance for the Urbana & Champaign Sanitary District, Fiscal Year of May 1, 2022 to April 30, 2023, both inclusive.***

Roll Call on the Motion:

Trustee Myrick – Aye  
 Trustee Winstanley – Aye  
 Trustee Putman – Aye

Aye – 3

Nay – 0

The motion was approved unanimously.

Brad Bennett reviewed with the Board the Preliminary Environmental Impact Determination (PEID) and Project Planning Reports for the 2023 Improvements Project. It was moved by Trustee Winstanley, seconded by Trustee Myrick to open the Public Hearing on the Preliminary Environmental Impacts (PEID) for 2023 Improvements Project.

The motion was approved unanimously.

There being no audience participation, it was moved by Trustee Myrick, seconded by Trustee Winstanley to adjourn the Public Hearing.

The motion was approved unanimously.

Brad Bennett reviewed Amendment #1 to Engineering Services Agreement for the NARP Study. Trustee Winstanley had questions and comments about the monitoring at Southwest Plant. It was moved by Trustee Putman, seconded by Trustee Myrick to table this discussion until the March 2023 Board Meeting.

The motion was approved unanimously.

Wade Lagle reported on the following for the Operations Report:

- Discharge Monitoring Reports for December 2022

Brad Bennett reported on the following for the Engineering Report.

- CY22 Development Permitting Report
- CY22 On-call Response Summary Report

Rick Manner reported on the progress for the SWP Solar Project. After much discussion, the Board gave direction to move forward with the project.

Trustee Putman also commented that she and Rick Manner attended the Soil & Water Conservation District Annual Awards luncheon.

There being no further items to discuss it was moved by Trustee Winstanley, seconded by Trustee Myrick to adjourn at 7:52 p.m.

The motion was approved unanimously.

Approved:

**VICE** President



Clerk

