

**REGULAR MEETINGS OF THE BOARD OF COMMISSIONERS FOR THE
METRO EAST SANITARY DISTRICT
ST. CLAIR AND MADISON COUNTIES, ILLINOIS
HELD ON TUESDAY, NOVEMBER 23, 2021, AT 9:00 A.M.
LOCATED AT: 1800 EDISON AVENUE, GRANITE CITY, IL 62040**

9:03 A.M.- President Oney called the Public Hearing to order, and the Clerk recorded the attendance.

The following was the attendance:

Present: Commissioners, Darwin, Dixon, Brinza, and Oney,
Absent: Commissioner Lovett

Metro East Sanitary District employees attending the meeting were:
Executive Director Rick Fancher, Attorney Schooley, Attorney Sprague
Kim King-Treasurer.

Other Attendees: None

PUBLIC COMMENT: NONE

PUBLIC CORRESPONDENCE: NONE

REPORT OF EXECUTIVE DIRECTOR:

Executive Director Fancher reported:

Rick informed the Board that sewer break at Washington Park has been repaired. The repair took about 5 days to complete. The pipe itself that came into the manhole had basically broken loose and sunk. Which in turn washed off the bottom of the manhole causing the entire thing to sink.

Rick continued to say that since the water table was low, we did not have to dewater the line. This saved us tens of thousands of dollars.

Rick informed the Board that in their packet they will see that we are talking with a new payroll company. This will be discussed further under new business.

Rick stated that the Deep Cut Off Wall is complete. Now they are just grouting around the pipes. The whole project should be finished around mid-next year.

We have met with Juneau and Associates regarding a storm line at Meachum Crossing. We are pulling up the original agreement to see all parties involved and getting an engineer report on how much it will cost to repair. This is a big trunk line that runs from Madison and Venice to our Madison pump station. The pipe itself looks fine but the joints are separated in place and water is coming in through the joints causing sinkholes at Meachum Crossing.

Also, in your packet you will find a report from Dimond Brothers which is our Insurance Company. Our insurance rates are going up 8%. After discussing it with our agent we were one of the lowest premium rate increases that she has done regarding renewals. We have been mandated by our carrier to increase our cyber security. There are several aspects of this which will require money to update our system.

We have been dealing with Ameren, water company and pipelines and updating all the ordinances.

The IDNR and IEPA projects that we did in St. Clair County in Centerville where we cleared out all the canals have been completed. We have seeded the area and we have to just wait for them to approve the work.

REPORT OF ENGINEER:

Please see attached report from Charlie Juneau.

MINUTES:

The Regular Minutes for the October 19, 2021, were presented for approval.

Motion Commissioner Darwin: seconded Commissioner Brinza to dispense with the reading of the minutes, approve them as submitted and place them on file.

Upon roll call, the motion carried by the following vote:

Ayes: Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays: None
Absent: Commissioner Lovett

CLAIMS AND SPECIFIC CLAIMS:

The General Fund and Specific Claims were submitted for approval:

Motion Commissioner Brinza; seconded Commissioner Darwin to approve the General Fund and Specific Claims as submitted and order them paid.

Upon roll call, the motion carried by the following vote:

Ayes:	Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays:	None
Absent:	Commissioner Lovett

The Lansdowne Claims and Specific Claims were submitted for approval:

Motion Commissioner Brinza: seconded Commissioner Dixon to approve the Lansdowne and Specific Claims as submitted and order them paid.

Upon roll call, the motion carried by the following vote:

Ayes: Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays: None
Absent: Commissioner Lovett

FINANCIAL REPORTS:

The General Fund Financial Reports for the month of October 2021 was submitted for approval:

Motion Commissioner Darwin, seconded Commissioner Dixon to approve the General Fund Financial Report as submitted and place them on file for audit.

Upon roll call, the motion carried by the following vote:

Ayes:	Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays:	None
Absent:	Commissioner Lovett

The Special Funds Financial Reports for the month of October 2021 was submitted for approval:

Motion Commissioner Brinza: seconded Commissioner Darwin to approve the Special Funds Financial Report as submitted and place them on file for audit.

Upon roll call, the motion carried by the following vote:

Ayes:	Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays:	None
Absent:	Commissioner Lovett

The Lansdowne Financial Reports for the month of September 2021 were submitted for approval:

Motion Commissioner Darwin; seconded Commissioner Dixon to approve the Lansdowne Financial Report as submitted and place them on file.

Upon roll call, the motion carried by the following vote:

Ayes:	Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays:	None
Absent:	Commissioner Lovett

The Lansdowne Financial Reports for the month of October 2021 were submitted for approval:

Motion Commissioner Brinza; seconded Commissioner Darwin to approve the Lansdowne Financial Report as submitted and place them on file.

Upon roll call, the motion carried by the following vote:

Ayes:	Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays:	None
Absent:	Commissioner Lovett

PAYROLL:

The Payroll for the period of October 3, 2021, through October 16, 2021, were submitted for approval.

Motion Commissioner Dixon; seconded Commissioner Brinza to approve the Payroll as submitted.

Upon roll call, the motion carried by the following vote:

Ayes: Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays: None
Absent: Commissioner Lovett

The Payroll for the period of October 17, 2021, through October 30, 2021, were submitted for approval.

Motion Commissioner Darwin; seconded Commissioner Brinza to approve the Payroll as submitted.

Upon roll call, the motion carried by the following vote:

Ayes: Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays: None
Absent: Commissioner Lovett

LANSDOWNE ADJUSTMENT REPORT:

The Lansdowne Adjustment Reports were presented for approval:

Motion Commissioner Brinza; seconded Commissioner Darwin to approve the Lansdowne Adjustment Report as submitted.

Upon roll call, the motion carried by the following vote:

Ayes: Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays: None
Absent: Commissioner Lovett

REPORT OF ATTORNEYS:

Attorney Schooley informed the Board that under new business on the agenda there are five (5) ordinances regarding expired easements. Carrie Fowler has been working on these for the past four to six months.

Attorney Schooley stated that at the last meeting Commissioner Brinza asked if these ordinances are being signed and the answer is “Yes” on the ones that we have passed. These are bearing fruit and that Carrie’s position has been very beneficial in getting these easements back online and allow us to apply those rates.

- Commissioner Brinza stated that if we ever move off the coffee cutter cost that it is brought to our attention. I read the ordinance each time, but it is hard to remember what we agreed to.
 - o Attorney Schooley informed the board that back in September we passed three (3) ordinances. Those three (3) ordinances established the rates. One was for pipeline, one for electrical and the last was for fiber optic. We are now to the point where we are tying those to specific easements.
 - o Some are kicking their heels such as Ameren regarding a pipeline that is close to 15,000 feet and that is a substantial easement.

Attorney Sprague had nothing to report at this time.

OLD BUSINESS:

Discussion and/or approval of Illinois American Water Lansdowne sale transaction.

Motion was made by Commissioner Darwin to table this discussion at this present time and seconded by Commissioner Brinza.

Upon roll call, the motion carried by the following vote:

Ayes: Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays: None
Absent: Commissioner Lovett

NEW BUSINESS:

Board discussion and/or approval of insurance coverage for the District in which the rates are increasing from \$479,596 to \$517,671.

- President Oney stated that he reviewed the new policy rates, and he has some issues. One is that we received the rates a few weeks before the policy expired. The problem with that is that you lose control of the ability to question the rates. He asked the insurance representative if she went out for bid with other entities and her response was “no, she had not.” With that being said, we are stuck with this policy. Another thing was that the “Public Officials” line item almost tripled in price. It went from \$7,000 to \$24,000 (a 220% increase).
- Next year I want us to go out and get bids for other insurance brokers.
 - o Attorney Schooley asked what time frame does the policy run?
 - President Oney stated that it ran from December 1st through November 30th.
 - Attorney Schooley stated then at a minimum we will need to go out for bid in June.

Motion Commissioner Darwin; seconded Commissioner Dixon to approve the new insurance rate.

Upon roll call, the motion carried by the following vote:

Ayes: Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays: None
Absent: Commissioner Lovett

NEW BUSINESS CONT'D:

Board review / discussion on monetary amounts received on expired present, and future ordinance / easement charges.

- Rick informed the Board that there is a spreadsheet in their packet indicating the money that has been collected so far along with a projected amount. This shows how much work Carrie Fowler has been putting into this task. Total amount so far is \$553,000 and projected around \$700,000 that she would have brought into our office.
 - o Attorney Schooley stated that the projected amount is over the life of the terms of the easement.
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Board discussion and/or approval of new payroll software company. Price would be increasing from \$4,244.37 to \$5,640.00.

- Rick has requested that Amy Parkinson address this matter.
 - o Amy Parkinson informed the Board that there are issues with the existing payroll company filing our taxes, unemployment, and other requirements late.
 - o We sought out a new company that will be able to assist our needs. This new agency has reports that will make it easier to get the auditors since it has more detailed information. This will also allow employees to access their data such as previous payroll information and W-2's.
 - o This company is a little bit more than our existing company. However, if there are any issues, they make the corrections at no cost to MESD vs the current company where we are charged every time a new payroll request is generated.
 - Rick Fancher asked, "what is the name of the new company?"
 - That information was not provided on the documents that were submitted by the Payroll Clerk.
 - o President Oney asked for the name of the existing company.
 - Amy Parkinson informed the Board that MESD currently works with a broker by the name of RAPP
- President Oney asked if the time clock is integrated with the existing software.

- Rick Fancher stated that the time clock is separate from the payroll company. Kim Hogue manually enters the payroll information into the system.
- President Oney stated that his issue right now is the late reporting.
 - o Attorney Schooley asked if there was a contract with the new company.
 - Amy Parkinson stated that she requested one so that the Board and the Attorney could review it and was told that they did not have one nor have they ever. Per the broker (RAPP) the terms are on a month-to-month basis. If we use them, we use them if we don't then we don't. We were informed by the broker that we are not locked into anything.
 - The only paperwork that was required for us to switch to the new company was a W-9, Power of Attorney for them to make the payments, general paperwork. There is nothing between their entity and ours that is binding.
 - They are wanting to start the transition so that it is effective starting January 1st to ensure they have enough time.
 - Attorney Schooley recommended that we obtain in writing from RAPP that there is not an existing contract nor ever been one.
 - o President Oney made the recommendation that we approve the new company under the terms and conditions that Attorney Schooley review the contact.
 - o He would also like some quotes from the national such as ADP and Paycheck. There are a ton of them out there.
 - o They could be contracting with some bookkeeping service because he has never heard of anything like this.

Motion made by President Oney that upon approval of the contact reviewed by the Attorney we will transfer our payroll service based upon RAPP's recommendation. Commissioner Dixon seconded the motion.

Motion Commissioner Darwin; seconded Commissioner Dixon to approve the new insurance rate.

Upon roll call, the motion carried by the following vote:

Ayes: Commissioners, Darwin, Dixon, Brinza, and Oney.
 Nays: None
 Absent: Commissioner Lovett

NEW BUSINESS CONT'D:

An Ordinance to discuss and or approve the Metro East Sanitary District's renewal of Ordinance number 81-012 for Illinois American Water's – 100-foot water line across Lansdowne ditch and US Hwy 40. Ordinance number 2021-0-017 was assigned.

Motion Commissioner Brinza; seconded Commissioner Darwin to adopt Ordinance No. 2021-0-017 approving Illinois American Water's 100-foot water line across Lansdowne ditch.

Upon roll call, the motion carried by the following vote:

Ayes: Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays: None
Absent: Commissioner Lovett

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Motion Commissioner Brinza; seconded Commissioner Darwin to adopt Ordinance No. 2021-0-017 approving Illinois American Water's 100-foot water line across Lansdowne ditch.

Upon roll call, the motion carried by the following vote:

Ayes: Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays: None
Absent: Commissioner Lovett

An Ordinance to discuss and or approve the Metro East Sanitary District's renewal of Ordinance number 81-012 for Illinois American Water's – 100-foot water line across Lansdowne ditch and US Hwy 40. Ordinance number 2021-0-017 was assigned.

Motion Commissioner Brinza; seconded Commissioner Darwin to adopt Ordinance No. 2021-0-017 approving Illinois American Water's 100-foot water line across Lansdowne ditch.

Upon roll call, the motion carried by the following vote:

Ayes: Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays: None
Absent: Commissioner Lovett

An Ordinance to discuss and or approve the Metro East Sanitary District's renewal of Ordinance number 81-014 for Illinois American Water's – 125-foot water line across project 17 in St. Clair County. Ordinance number 2021-0-018 was assigned.

Motion Commissioner Dixon; seconded Commissioner Brinza to adopt Ordinance No. 2021-0-018 approving Illinois American Water's 125-foot water line across project 17.

Upon roll call, the motion carried by the following vote:

Ayes: Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays: None
Absent: Commissioner Lovett

An Ordinance to discuss and or approve the Metro East Sanitary District's renewal of Ordinance number 702 for Ameren – 350-foot KV Transmission line & 5 conductors across project 11-C in St. Clair County. Ordinance number 2021-0-019 was assigned.

Motion Commissioner Brinza; seconded Commissioner Darwin to adopt Ordinance No. 2021-0-019 approving Ameren's 350-foot KV transmission line & 7 conductors across project 11-C

Upon roll call, the motion carried by the following vote:

Ayes: Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays: None
Absent: Commissioner Lovett

An Ordinance to discuss and or approve the Metro East Sanitary District's renewal of Ordinance number 2000-0-004 for Wiltel Communications – 4" 180-foot fiber optic line under project 1 in Madison County. Ordinance number 2021-0-020 was assigned.

Motion Commissioner Darwin; seconded Commissioner Dixon to adopt Ordinance No. 2021-0-020 approving Wiltel's fiber optic line under project 1 in Madison County.

Upon roll call, the motion carried by the following vote:

Ayes: Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays: None
Absent: Commissioner Lovett

An Ordinance to discuss and or approve the Metro East Sanitary District's establishing uniform rates for digital, optic fiber, analog cables/conduits to Zayo Group to enter and use of land, levees, and easements. Ordinance number 2021-0-021 was assigned.

Motion Commissioner Darwin; seconded Commissioner Brinza to adopt Ordinance No. 2021-0-021 approving the establishment of uniform rates for Zayo Group.

Upon roll call, the motion carried by the following vote:

Ayes: Commissioners, Darwin, Dixon, Brinza, and Oney.
Nays: None
Absent: Commissioner Lovett

Attorney Schooley informed the Board under New Business that they will need to go into Executive Session to discuss lease /purchase of property owned by MESD.

Motion Commissioner Brinza; seconded Commissioner Darwin to enter into Executive Session for the exceptions noted under 5 ILCS 120/2 Open Meetings –

Upon roll call, the motion carried by the following vote:

Ayes: Commissioners Darwin, Dixon, Brinza, and Oney.
Nays: None.
Absent: Commissioner Lovett

The Board entered into Executive Session at 9:32 A.M.

Motion Commissioner Brinza seconded Commissioner Darwin to return to regular session at 9.45A.M.

The Clerk recorded the attendance:

Present: Commissioners Darwin, Dixon, Brinza, and Oney.

Absent: Commissioner Lovett

Metro East Sanitary District employees attending the meeting were Executive Director Rick Fancher, Attorney Schooley, Kim King, Treasurer.

ANY FURTHER BUSINESS PLACED BEFORE THE BOARD:

There being no further business, Motion Commissioner Darwin seconded Commissioner Brinza to adjourn.

Upon roll call, the motion carried by the following vote:

Ayes: Commissioners Darwin, Dixon, Brinza, and Oney.

Nays: None

Absent: Commissioner Lovett

So, adjourned at 9:46 A.M.

Clerk