MINUTES
HAMMOND SANITARY DISTRICT
BOARD OF COMMISSIONERS MEETING
JANUARY 10, 2017
www.hammondsd.com

The Board of Sanitary Commissioners of the Sanitary District of Hammond, Lake County, Indiana held a regular meeting at 4:19 p.m. in the Conference Room of the Administration Building located at 5143 Columbia Avenue, Hammond, Indiana.

President Button called the meeting to order at 4:19 p.m. He stated that the Board held an Executive Session from 3:45 p.m. until 4:15 p.m. to discuss personnel and litigation matters in accordance with Indiana codes.

Commissioners Present: Button, Dimopoulos, Dye, Hawkins, Muta

Commissioners Absent: N/A

District Personnel: Marty Wielgos, District Manager
Rachel Montes, Business Manager
Joe Allegretti, Attorney
Donald Woodard, HSD
Rick Sutton, HSD
Jeff Massey, HSD
Jack Smith, Sewer Department
Rebecca McKinley, GIS Department
Kaleigh Boyle, HSD
Justin Stowe, HSD

Others Present: Mike Hickey, AB&H Donohue

The meeting started with the Pledge of Allegiance.

President Button stated that the first order of business was the consideration of the December 13, 2016 board meeting minutes.

Dye moved and Dimopoulos seconded to approve the December 13, 2016 Board Meeting Minutes.

Ayes: Button, Dimopoulos, Dye, Hawkins, Muta
Nays: None
Motion carried 5-0. A copy of the December 13, 2016 Board Meeting Minutes are attached to and made a part of these minutes.

District Manager’s Report
District Manager, Marty Wielgos, stated that he had nothing to report at this time unless somebody has questions for him.
PERSONNEL REPORT
There was no personnel report.

FINANCIAL REPORT
Business Manager, Rachel Montes, reported that no funds ended with a cash deficit. Sewer Department actually ended with a positive cash balance. She also wanted to point out that overtime has significantly decreased from 2014 to 2016—about $92,500 in 2015 and 56,000 in 2016.

President Button verified that is comprehensively Sewer and HSD.

Rachel answered yes.

DEPARTMENT REPORTS

GIS REPORT
Becky McKinley stated that she had nothing to highlight, but will answer any questions.

SEWER REPORT
Jack Smith stated that he had nothing to highlight at this time, but will answer any questions.

CONSULTANTS REPORTS

AB&H Donahue Consultant Report
Mike Hickey stated that everybody should have a copy of the status report. He would be happy to answer any questions.

RESOLUTIONS

The Board considered Resolution No. 1-2017: RE: A Resolution by the Board of Sanitary Commissioners of the Sanitary District of Hammond, Lake County, Indiana Adopting Internal Control Standards.

Dye moved and Muta seconded to approve Resolution No. 1-2017.

Ayes: Button, Dimopoulos, Dye, Hawkins, Muta
Nays: None
Motion carried 5-0. A copy of Resolution 1-2017 is attached to and made a part of these minutes.
The Board considered Resolution No. 2-2017: RE: A Resolution by the Board of Sanitary Commissioners of the Sanitary District of Hammond, Lake County, Indiana Establishing a Policy on Materiality for Reporting Irregular Variances, Losses, Shortages and Thefts.

Dye moved and Muta seconded to approve Resolution No. 2-2017.

Ayes: Button, Dimopoulos, Dye, Hawkins, Muta
Nays: None
Motion carried 5-0. A copy of Resolution 2-2017 is attached to and made a part of these minutes.

The Board considered Resolution No. 3-2017: RE: A Resolution by the Board of Sanitary Commissioners of the Sanitary District of Hammond, Lake County, Indiana Authorizing for Change Order #2 for the Secondary Treatment Expansion Project Additional Costs for Items Listed Below.

Marty stated that he passed out a detailed list that Rick put together on that, so if there are any questions he is sure Rick would be happy to answer those.

President Button commented that he would like to add that the motion include authorizing District Manager to execute the change order attached.

Dye moved and Muta seconded to approve Resolution No. 3-2017.

Ayes: Button, Dimopoulos, Dye, Hawkins, Muta
Nays: None
Motion carried 5-0. A copy of Resolution 3-2017 is attached to and made a part of these minutes.

The Board considered Resolution No. 4-2017: RE: A Resolution by the Board of Sanitary Commissioners of the Sanitary District of Hammond, Lake County, Indiana Authorizing the Funding of the 2017 Hammond/Munster Household Flood Protection Program.

Dimopoulos moved and Dye seconded to approve Resolution No. 4-2017.

Ayes: Button, Dimopoulos, Dye, Hawkins, Muta
Nays: None
Motion carried 5-0. A copy of Resolution 4-2017 is attached to and made a part of these minutes.

The Board considered Resolution No. 5-2017: RE: A Resolution by the Board of Sanitary Commissioners of the Sanitary District of Hammond, Lake County, Indiana for Non SRF Eligible Engineering Assistance.
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Hawkins moved and Dye seconded to approve Resolution No. 5-2017.

Ayes: Button, Dimopoulos, Dye, Hawkins, Muta
Nays: None
Motion carried 5-0. A copy of Resolution 5-2017 is attached to and made a part of these minutes.

The Board considered Resolution No. SW1-2017: RE: A Resolution by the Board of Sanitary Commissioners of the Sanitary District of Hammond, Lake County, Indiana Authorizing the Permanent Transfer of $637,909 from the Storm Water Fund (425) to the Sewer Maintenance Fund (608).

Muta moved and Hawkins seconded to approve Resolution No. SW1-2017.

Ayes: Button, Dimopoulos, Dye, Hawkins, Muta
Nays: None
Motion carried 5-0. A copy of Resolution SW1-2017 is attached to and made a part of these minutes.

The Board considered Resolution No. SW2-2017: RE: A Resolution by the Board of Sanitary Commissioners of the Sanitary District of Hammond, Lake County, Indiana Authorizing an Agreement Between the Lake County Soil and Water Conservation District and the City of Hammond.

Dye moved and Hawkins seconded to approve Resolution No. SW2-2017.

Ayes: Button, Dimopoulos, Dye, Hawkins, Muta
Nays: None
Motion carried 5-0. A copy of Resolution SW2-2017 is attached to and made a part of these minutes.

The Board considered the 2017 Board Meeting Dates.

Dye moved and Dimopoulos seconded to approve the 2017 Board Meeting Dates.

Ayes: Button, Dimopoulos, Dye, Hawkins, Muta
Nays: None
Motion carried 5-0. A copy of the 2017 Board Meeting Dates is attached to and made a part of these minutes.
The Board considered the Bank Reconciliation for December 31, 2016.

Muta moved Hawkins seconded to approve the Bank Reconciliation for December 31, 2016.

Ayes: Button, Dimopoulous, Dye, Hawkins, Muta
Nays: None
Motion carried 5-0. A copy of the Bank Reconciliation for December 31, 2016 is attached to and made a part of these minutes.

The Board considered the Claims Approval Docket 01-10-17.

Dye moved Muta seconded to approve Claims Approval Docket 01-10-17.

Ayes: Button, Dimopoulous, Dye, Hawkins, Muta
Nays: None
Motion carried 5-0. A copy of Claims Approval Docket 01-10-17 is attached to and made a part of these minutes.

President Button called for Old Business
There was no old business.

President Button called for New Business
Marty asked Mr. Woodard to briefly talk about the calendar that he passed out. Please let the commissioners know exactly how that came about and also that he is in the book.

Don replied that he does not have the book here, but there is a Professor at IU that wrote a book about restoration of the Calumet region and the picture of him standing in Plant looking for fish is in there. The IWEA that he is a member of wanted to know if the District wanted to submit some pictures, so he did and it is in the calendar.

President Button questioned if they were pictures taken by Don.

Don answered that the big one was taken by Rick, but the others he did take.

President Button called for Reports from Commissioners
There were no reports from commissioners.

President Button called for Public Expression
There was no public expression.
President Button called for a motion to adjourn the meeting

Dye **moved** and Dimopoulos **seconded** for adjournment.

Ayes: Button, Dimopoulos, Dye, Hawkins, Muta
Nays: None
Motion **carried** 5-0. The meeting was adjourned at 4:30 p.m.

Dean Button, PE, President
Matthew J. Muta, Vice President
Sam Dimopoulos, Member
Michael Hawkins, Sr., Member
Michael Dye, Member

ATTEST:
Rachel Montes, Secretary
Kaleigh Boyle, Assistant Secretary

Board Minutes Prepared By: Kaleigh Boyle