

**CITY OF BELLEVILLE - MASTER SEWER COMMITTEE  
Meeting Minutes – February 1, 2016 – 6:00 p.m.  
101 S. Illinois Street - Second Floor Conference Room  
Alderman Edward Dintelman – Chairman**

**Attendance**

**Committee Aldermen Present** – Mr. Joseph Hazel, Ward 1, Mr. Mike Buettner, Ward 2, Mr. Scott Tyler, Ward 3, Mr. Johnnie Anthony, Ward 4, Mr. Ed Dintelman, Ward 5, Mr. Robert White, Ward 6, Mr. Elmore, Ward 7, and Mr. Roger Wigginton, Ward 8.

**Department Heads & Staff Present** – Mayor Mark Eckert, E Royce Carlisle, Director, Randy Smith, Assistant Director, Dean Hardt, City Treasurer.

**Engineering Consultants:** Randy Burk, Thouvenot, Wade & Moerchen, Ben Fecko, Gonzalez Companies.

**Guests** – Michael Hagberg and Mike Kozistek, Belleville News Democrat.

Chairman Dintelman brought the meeting to order at 6:00 p.m. and explained evacuation procedures in the event of inclement weather and fire.

Public Participation: None

**Approval of the Minutes:**

- Alderman Wigginton made a motion, seconded by Alderman White to approve the minutes of the January 4, 2015 Master Sewer Committee meeting. Chairman Dintelman called for a voice vote. All members voted aye. Motion carried.

**Committee Chairman - Comments, Old Business, New Business or Information:**

**Engineer's Report: None**

**Director Report:**

- Mr. Carlisle presented four bids that were received for the Missionary Ventures Lift Station and Force Main project. Mr. Carlisle informed the committee that after review, the staff and engineers recommend Plocher Construction Co. Inc. be awarded the bid, in the total amount of \$2,085,471.50, that includes a deduct of \$82,528.50 for a total contract to open cut a portion of the force main installation. This is 2% under engineer's projected cost estimate. Alderman Anthony made a motion, seconded by Alderman White to present and recommend approval at the February 1, 2016 City Council meeting. All Committee members and Mayor Eckert voted aye. Motion Carried.
- Mr. Carlisle asked Mr. Smith to present change orders requested on the East Creek Pump Station & Storage Tank project. Mr. Smith explained to the committee the necessity of the change orders.. Alderman Buettner made a motion, seconded by Alderman Wigginton, to accept Change Order #6 in the amount of \$4,499.95 and Change Order #8 in the amount of \$6,000.00, and asked this request be presented for full council approval at the February 16, 2016 City Council Meeting. All Members and Mayor Eckert voted aye. Motion carried
- Mr. Carlisle informed the committee that the Engineering is close to being completed for the South 11th Street Sewer Expansion Project. This will provide service to the proposed Parkway West subdivision and be ready for bid soon.

**Treasurer's Report**

- Mr. Hardt discussed the current Aging Report and details regarding finding accounts that have not been billed in the past, yet receiving service. Discussion was held regarding the legal recourse for collecting for past service that the city was in error of not billing. Mr. Hardt informed the committee regarding the last two bill cycles that were delayed due to the federal holiday. And a delay on the part of PSN sending e-bills that were not processed on time. Mr. Hardt informed the committee that the city has the right to collect delinquent accounts through the Sate of Illinois iDrop program. However, because it has not been

effective on increased collection, the possibility of going to small claims court is being discussed with legal counsel. Mr. Hardt discussed problems with the current billing software system provided by LOCIS. Mr. Hardt informed the committee LOCIS has stated that they plan to upgrade the current software, however many of the problems that are experienced with the Sewer Billing Department are not correctable. Mr. Hardt explained that the Sewer Billing Department cannot integrate a new software system without the rest of the city departments also converting to a new system

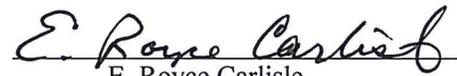
**Committee Members, Old Business, New Business, Discussion, Questions:**

- Mr. Carlisle verified with the committee the dollar amount of the bid award to be sure there was not a discrepancy on the City Council Agenda.
- Mr. Hardt informed the committee that he received the results of a survey regarding other communities sewer billing rates and practices. The results showed the City of Belleville is within the current standard.

**Adjournment:**

Hearing no further New Business, Old Business or Questions from the floor, Alderman Elmore moved to adjourn the meeting, seconded by Alderman Hazel. All members voted aye. The motion carried. Chairman Dintelman adjourned the meeting at 6:36 p.m. The next Master Sewer Committee meeting will be held March 7, 2016 at 6:00 p.m.

  
Alderman Edward Dintelman  
Committee Chairman

  
E. Royce Carlisle  
Director, Wastewater Division

Subscribed and sworn before me this 8th day of March, 2016.

  
Notary Public

