

SEWER MEETING

DECEMBER 17, 2015

The regular semi-monthly meeting of the Board of Trustees of the Caseyville Township Sewer System was called to order at 7 p.m. by Supervisor Canty who directed Clerk Jacknewitz to call the roll, and upon roll call the following members answered present: Trustees Chrismore, Moody, Lemansky, and Donovan. Also present Jeff Bevirt, interim sewer manager, Joe Steinhauer, security, John Driscoll, assessor, Debbie Donovan, Jack Hickman, Darlene Hickman, Justin Renner, Dennis Becker, Mark Blackburn, Tobias Wall, Belleville News Democrat reporter, and Brad VanHoose.

Supervisor Canty directed Clerk Jacknewitz to read the minutes of the previous meeting. There being 0 additions, 0 deletions, and 1 correction the minutes were approved upon a motion made by Mr. Chrismore, second by Mr. Lemansky, and motion carried.

The following bills were approved for payment upon a motion by Mr. Lemansky, second by Mr. Chrismore, and motion carried. Bills totaled as follows:

Road District and Administration Payroll:

Town Fund:	22,047.25
Permanent Road Fund:	10,472.12
General Assistance Fund:	1,202.99

Tap - In Account:	Kamadulski Excavating & Grading	Check # 934	147,903.01
Tap --In Account:	Thouvenot, Wade & Moerchen	Check # 935	9,208.50

No.	To Whom Paid	For What Purpose	Amount
49545	Al's Tire & Automotive	Purchase	489.56
49546	Ameren Illinois	Service	214.94
49547	Andritz-Seperation	Purchase	716.26
49548	Aramark Uniform Services	Service	816.50
49549	A T & T (SBC)	Service	1,514.30
49550	Blue Cross & Blue Shield	Insurance	21,974.08
49551	C T Sewer System Payroll	Payroll & Payroll Taxes	42,691.89
49552	Computer Ease	Service	2,070.50
49553	Crescent Parts & Equipment	Purchase	78.12
49554	Cues	Purchase	2,150.00
49555	Delta Dental Illinois	Insurance	1,354.18
49556	Dobbs Tire & Auto Centers	Repairs	79.95
49557	ACC Supply	Purchase	5,751.99
49558	Electric Controls Company	Repairs	417.00
49559	Fleming & Fleming Limited	Service	275.00
49560	Fleming & Fleming Limited	Monthly Retainer	5,500.00
49561	Flo Systems	Purchase	8,255.14
49562	Flowtronics	Repairs	6,312.52
49563	Homefield Energy	Service	17,962.27

49564	Illinois Electric Works	Repairs	2,100.00
49565	Kyle Hogg	Reimbursement	80.00
49566	LLL Mowing	Service	180.00
49567	Locis	Purchase	97.50
49568	Lowe's Business Account	Purchase	675.98
49569	Madison County Sand LLC	Purchase	98.71
49570	Michael Jacknewitz	Reimbursement	143.76
49571	Pass Security	Service	596.00
49572	Pitney Bowes	Purchase	110.17
49573	Postmaster	Permit Section #9	2,500.00
49574	Precision Electronic Services	Repairs	1,116.37
49575	Recorder of Deeds	Liens	90.75
49576	Regions Bank	Debt Service	70,000.00
49577	Safety Training Resources	Monthly Training	450.00
49578	Salvage & Bridges Agency	Insurance	142,320.92
49579	Salvage & Bridges	Insurance	15,925.00
49580	Snapco Auto Parts	Purchase	614.91
49581	St Clair Co Recorder of Deeds	Laredo	75.00
49582	T & M Services	Service	581.50
49583	Teklab	Service	233.00
49584	Trelleborg Pipe Seals Milford	Purchase	808.12
49585	Univar USA	Purchase	6,550.04
49586	UPS Store	Service	57.08
49587	Vandevanter Engineering	Repairs	5,454.10
49588	Village Locksmith	Repairs	400.00
49589	Watson's Office City	Purchase	429.08
49590	Xerox Corporation	Service	341.81
49591	Zeller Electric	Annual Inspection	812.00
49592	IL Public Risk Fund	Workers Comp	41,177.00

Correction made to the December 3, 2015 Caseyville Township Sewer Meeting as follows:

A motion was made by Mr. Chrismore, second by Mr. Lemansky to have Mary Ortiz work at the sewer plant 1 to 2 days a week at the Supervisor's discretion. Motion carried.

Brad VanHoose came before the Board to ask about the township hard drives. Supervisor Canty said he didn't know anything at this time.

A motion was made Mr. Chrismore, second by Mr. Lemansky to place the notice of cancellation of insurance for the Fairview Heights Khoury League on file. Motion carried.

A motion was made by Mr. Lemansky, second by Ms. Moody to place a letter from Elaine Serafino, Claims Specialist, Illinois Public Risk Fund on file. Motion carried.

The Board discussed a letter from St. Clair Co. Office on Aging concerning senior dances.

A motion was made by Mr. Donovan, second by Mr. Chrismore to have Supervisor Canty pay \$600.00 to the St. Clair County Office on Aging to sponsor three senior dances, and place the letter on file. Also, the Board would like an update on the line item balance used for senior activities appropriated from the town fund. Motion carried.

A motion was made by Mr. Chrismore, second by Mr. Lemansky to approve the easement agreement along with property description between the Caseyville Township Sewer System and Dennis and Mary Beth Becker. Motion carried.

A motion was made by Mr. Chrismore, second by Mr. Donovan to approve Change Order #1 for Tietje L.S. retaining wall in the amount of \$4,430.00. Motion carried.

The Board discussed the IEPA East Plant inspection done on December 9, 2015.

The Board discussed updates concerning the new Bank of Edwardsville accounts.

The Board discussed the 2015 Sewer Replacement Project, Potomac Drive updates.

The Board discussed the Tietje Lift Station Replacement Project.

The Board discussed the Hartman Lane-Frank Scott Parkway Sewer Extension Project.

Attorney Fleming is reviewing the Frank Scott Parkway Widening Project.

The Fairview Hills Lift Station Replacement Project is still a work in progress.

Jack Hickman spoke before the Board concerning the December 17, 2015 IT report.
note: see attachment #1.

A motion was made by Mr. Donovan, second by Mr. Lemansky to attach to the minutes the township board's questions concerning a computer located in Supervisor Canty's office.
note: see attachment #2. Mr. Canty said no comment per his attorney. Supervisor Canty stated to the Board that this meeting is not the time or place for this discussion and have attorney present. Motion carried.

There being no further business to come before the Board, a motion to adjourn was made by Mr. Donovan, second by Ms. Moody, and motion carried.

The next regular meeting will be held on January 7, 2016, 7 p.m.

Respectfully submitted,



CASEYVILLE IT SYSTEM AUDIT

17 Dec 2015

1. **DECISION ITEM (PROPERTY DISPOSITION)**; Additional functional but unused desktop and laptop PC's have been discovered at the Sewer offices. At this time there I'm aware of six (6) unused desktop PC's and four (4) functional laptops. Referring back to item #1 of this report, what does the Township desire to do with these units?
 - a. The IT system hardware inventory is proceeding well but remains ongoing. Current inventory status is attached.
 - b. One (1) tower PC (Novell Server) at the Sewer offices appears to have a bad power switch. After discussion at the 10Dec meeting, the board authorized limited (under \$50) repairs. The switch appears to be unobtainable. What does the township desire to do with the PC?
 - c. One existing laptop at the sewer offices has a defective battery and will not charge. The cost of a new battery for this PC is \$80 at "Batteries+". The probable value of the laptop is \$100-150.
 - d. There are, including the tower in 1a above, eight (8) non-functional (bad video card, bad power supply, etc) PC's at the Sewer offices. What does the Township desire to do with them?
 - e. It appears that the Township has no published guidance to employees regarding disposition of surplus/unneded property. Does the Township desire to correct this?
2. **DISCUSSION ITEM (GA RECORDS)**; IAW discussion with Carol, Mary, and Debbie on 17Dec, I will audit the three front office PC's on the morning of 18Dec.
3. **DISCUSSION ITEM (NETWORK USER ACCOUNTS)**; I was able to log onto the Sewer system computer network and found that...
 - a. Two retired users (Joe Hogg & Caroline (?)) still have accounts on the Sewer system network. Per instruction from Mr. Donovan, I unsuccessfully attempted to remove Mr. Hogg's logon account.
 - b. The unused XP-Professional laptop which I used to access the system will not allow me to use the Active Directory Management tool (not available in XP). Active Directory records are read-only in XP. This makes it essential that the township laptop currently using Windows 10 Home be upgraded to Windows 10 Professional.
 - c. It appears that the Township has no published guidance regarding deletion of computer system accounts when an employee leaves. Does the Township desire to correct this?
4. **DISCUSSION ITEM (FLOPPY DISCS)**; Several years worth of floppy discs containing township IMRF records and referenced #2 of my 03Dec15 report have been stored in the township vault pending examination and FOIA preservation. I have examined a box of discs provided by Carol and preserved their files to a township thumb drive, returning the thumb drive to Carol. All

records appeared to relate solely to the IMRF. No other disks have been discovered or examined.

5. **DECISION ITEM (ONGOING INVENTORY)**; The laptop purchased by the township for IT use came pre-loaded with Windows 10 Home, which is not capable of connecting to the computer system at the Sewer building. It is possible to upgrade from Home to Professional, which is capable of connecting, at a cost of \$100-200. Carol has been made aware of this. No action taken yet.

LOCATION	TYPE	OK	Unk	BAD	Surplus*	RMKS
Sewer Bldg	Desktop	5	1	5	2	Bruce C, FVH CoC
	Laptop	1				IT laptop
	Printer		4			Unk condition, not in use (basement storage)
	FAX		2			Unk condition, not in use (basement storage)
Township Bldg	Desktop	19		7	6	
	Laptop	4		1	4	
	Printer	4				
	FAX		1			
54		33	8	13	12	

*Surplus; functional & unassigned

From: Richard Donovan <dono1059@gmail.com>

ATTACHMENT # 2

To: Debbie Donovan <dono907@aol.com>

Subject: First off, I would like to make it a matter of reco

Date: Thu, Dec 17, 2015 6:00 pm

First off, I would like to make it a matter of record that I have been designated to speak for this board, by the majority of this board.

In light of the obvious expenditure of public funds for a computer, the board would like Supervisor Canty to answer these questions.

1. The computer you had in your office, the one you said has been in there for years which the board confiscated two weeks ago, you told this board that the computer which was confiscated has always been in your office. Are you sure that's the computer you always had in there, since July 2010?
2. Can you explain to this board why the serial numbers do not match the township purchase invoice for a computer installed in your office?
3. Can you explain to this board why The hard drive in the computer that we confiscated out of your office was labeled with post it note "Caseyville Township Original"? Can you explain that?

HP has serial #MXL9430NTX (the one confiscated from your office) on record as being placed in service Oct 2009

HP has serial #MXL0211MMM (the one that was paid by the township and installed in your office, according to a township invoice) on record as being placed in service July 2010, 9 months later, which matches our invoice on file. This computer, installed in your office on July 2010 and serviced for a Internet connection problem on May 2013 is missing.

4. Can you explain to this board where this computer is located, why it was removed from your office and who removed it?

Your office does not have a network line, the only line that was installed in your office was a lan line for Internet browsing.

5. Can you tell this board what the Internet line of was used for since you could not access any office documents, accounts, or anything else related to township business, what a supervisor/treasurer would normally need to perform his duties.
6. Can you tell this board what the Township Internet line in your office was primarily used for when it was hooked up to your personal laptop?
7. Is there anything you would like to tell this board concerning the missing HP 500B Business computer from your office?

Motion that these questions and answers become a matter of record in the minutes.

Sent from my iPad