

## BOARD OF LOCAL IMPROVEMENTS

### MINUTES

June 14, 2011

A meeting of the Board of Local Improvements of the Downers Grove Sanitary District was held on Tuesday, June 14, 2011. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were Board Members W. Robert Ivarson, Jr., Kenneth J. Rathje and Robert T. Jungwirth, General Manager Nicholas J. Menninga, Administrative Services Director W. Clay Campbell, Sewer Construction Supervisor Theodore T. Cherwak, Trustees Donald E. Eckmann, Wallace D. Van Buren and Edward C. Richard, and Attorney Michael C. Wiedel. Also present were Gerry Neilan, Don Cuchran, Dean Pozarzycki, Jon Grzywa, and Claudine Cuchran. President Ivarson called the meeting to order at 6:30 p.m.

#### Election of Officers

A motion by Rathje seconded by Jungwirth was made nominating W. Robert Ivarson, Jr. as President of the Board of Local Improvements, closing the nominations and electing W. Robert Ivarson, Jr. as President. The motion carried. (Votes recorded: Ayes–Ivarson, Rathje and Jungwirth.) A motion by Jungwirth seconded by Ivarson was made nominating Kenneth J. Rathje as Vice President, closing the nominations, and electing Kenneth J. Rathje as Vice President. The motion carried. (Votes recorded: Ayes–Ivarson, Rathje and Jungwirth.) A motion by Rathje seconded by Ivarson was made nominating Robert T. Jungwirth as Clerk, closing the nominations, and electing Robert T. Jungwirth as Clerk. The motion carried. (Votes recorded: Ayes–Ivarson, Rathje and Jungwirth.) A motion by Rathje seconded by Jungwirth was made confirming the election of W. Robert Ivarson, Jr. as President, Kenneth J. Rathje as Vice President and Robert T. Jungwirth as Clerk. The motion carried. (Votes recorded: Ayes–Ivarson, Rathje and Jungwirth.)

#### Minutes of May 10, 2011 Meeting

A motion by Rathje seconded by Jungwirth was made approving the minutes of the meeting held on May 10, 2011, as presented. The motion carried. (Votes recorded: Ayes–Ivarson, Rathje and Jungwirth.)

The following items of business were discussed:

#### P661 - 4220 Venard Road, Downers Grove

The Board reviewed a request for sanitary sewer service from Gerry Neilan, general contractor for the property owners, for one single family lot on a 0.75 gross acre parcel located at 4220 Venard Road, Downers Grove. The property is within the District's Facilities Planning Area, but is not within the District's current corporate limits. The property is contiguous to District boundaries. Service can be provided to this facility by extension of the District sewer located in Venard Road. The construction cost for this sewer extension would be eligible for recapture, as another property could connect to the proposed extension. The downstream trunk sewers have adequate reserve capacity to serve this request. Staff recommended approval of this request. A motion by Rathje seconded by Jungwirth was made approving this request subject to annexation, receipt of an Illinois EPA permit, construction of the necessary sewer extension, payment of all fees per ordinance, compliance with all District ordinances and standard conditions. The motion carried. (Votes recorded: Ayes–Ivarson, Rathje and Jungwirth.)

Special Assessment No. 58 (Drendel Road, Cross Street and Ogden Avenue)

Administrative Services Director Campbell advised the Board that the construction of the sanitary sewers under Special Assessment No. 58 is complete and the sewers have been accepted by the District. He presented the following items:

1) Voucher Number Nine in the amount of \$19,450.61

Administrative Services Director Campbell presented Voucher No. Nine for Special Assessment No. 58. The voucher is in the amount of \$19,450.61 and will be held by the District as reimbursement for costs previously incurred for construction (\$110.00), engineering and inspection (\$13,802.00) and costs of making and collecting the assessment including miscellaneous publication and legal expenses necessary for closing out the project (\$5,538.61). A motion by Rathje seconded by Jungwirth was made approving Special Assessment No. 58, Voucher Number Nine, as presented, in the amount of \$19,450.61, with the voucher to be held by the District as reimbursement for costs previously incurred for construction, engineering and inspection and making and collecting the assessment as detailed in the summary provided with the staff briefing, and authorizing the President, Clerk and Treasurer to sign the voucher. The motion carried. (Votes recorded: Ayes-Ivarson, Rathje and Jungwirth.)

2) Resolution R2011-01 – Acceptance of the Project and Approval of the Cost of the Work

Administrative Services Director Campbell presented Resolution R2011-01. This Resolution is required under Subsection 117 of the Illinois Municipal Code which pertains to local improvements constructed by special assessments upon completion and acceptance by the Board of Local Improvements, whenever a special assessment project is constructed with federal aid or assistance (65 ILCS 5/9-2-117). This resolution is necessary as subsection 117 requires its passage prior to the occurrence of any additional closeout procedures to finalize a special assessment project. A motion by Rathje seconded by Jungwirth was made adopting Resolution R2011-01 and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes-Ivarson, Rathje and Jungwirth.)

3) Certificate of Completion and Acceptance including a revised Assessment Roll

A motion by Rathje seconded by Jungwirth was made approving the Special Assessment No. 58 Certificate of Completion and Acceptance including a revised Assessment Roll as this project has been completed in accordance with all District specifications and requirements, with the final cost summary indicating a final cost of \$408,096.52 which is \$120,550.90, or 37.35% under the total estimated cost of \$651,400.00, and authorizing the President to sign the Certificate of Completion and Acceptance. The motion carried. (Votes recorded: Ayes-Ivarson, Rathje and Jungwirth.)

4) Application and Certificate of Board of Local Improvements on Completion of the Work

A motion by Rathje seconded by Jungwirth was made approving the Application and Certificate of Board of Local Improvements on Completion of the Work and authorizing the President to sign same. The motion carried. (Votes recorded: Ayes-Ivarson, Rathje and Jungwirth.)

5) Public Notice

A motion by Rathje seconded by Jungwirth was made approving the Public Notice setting the date for the Circuit Court for the 18<sup>th</sup> Judicial Circuit to hold a hearing on August 2, 2011 on the District's Application and Certificate of Board of Local Improvements on Completion of the Work and Certificate of Completion and Acceptance along with a revised Roll of Assessment for Special Assessment No. 58 and authorizing the President to sign the Public Notice and directing staff to publish the notice in accordance with state statute. The motion carried. (Votes recorded: Ayes-Ivarson, Rathje and Jungwirth.)

Upon a motion by Jungwirth seconded by Rathje, the meeting was adjourned at 6:47 p.m. The motion carried.

Approved: December 13, 2011

          /s/ W. Robert Ivarson, Jr. /s/            
President

Attest:           /s/ Robert T. Jungwirth /s/            
Clerk