

February 12, 2008

## MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, February 12, 2008, convening at 7:30 p.m. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were President Donald E. Eckmann, Trustees Wallace D. Van Buren and Edward C. Richard, General Manager Nicholas J. Menninga, Administrative Services Director Sheila K. Henschel, Sewer Construction Supervisor Theodore T. Cherwak, Assistant Administrative Services Director Clay Campbell and Attorney Michael C. Wiedel. Also present was Board of Local Improvements Members W. Robert Ivarson, Jr. and Robert T. Jungwirth and Derek J. Wold of Baxter & Woodman.

### Minutes of Regular Meeting – January 8, 2008

A motion by Trustee Van Buren seconded by Trustee Richard was made approving the minutes of the regular meeting held on January 8, 2008 as presented. The motion carried.

### Minutes of Executive Session – January 8, 2008

A motion by Trustee Richard seconded by Trustee Van Buren was made approving the minutes of the executive session held on January 8, 2008 as presented. The motion carried.

### Minutes of Special Meeting – January 22, 2008

A motion by Trustee Van Buren seconded by Trustee Richard was made approving the minutes of the executive session held on January 22, 2008 as presented. The motion carried.

### Claim Ordinance No. 1742

A motion by Trustee Richard seconded by Trustee Van Buren was made adopting Claim Ordinance No. 1742 in the total amount of \$1,557,198.24 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Eckmann, Van Buren and Richard.)

### Public Comment - None

### Award Contract – Mainline Replacement (55<sup>th</sup> and Cumnor)

General Manager Menninga reviewed the bid opening on January 31 for the 1M-012A Phase 1A Sewer and Manhole Rehabilitation Contract. Five bids were received. This project consists of open-cut replacement of certain sewers, manholes, and service connections in the area. He recommended award to the lowest responsible bidder, Neri Brothers Construction, Inc., in the amount of \$532,261.30. A motion by Trustee Van Buren seconded by Trustee Richard was made awarding the contract for the 1M-012A Phase 1A Sewer and Manhole Rehabilitation Contract to the lowest responsible bidder, Neri Brothers Construction, Inc., in the amount of \$532,261.30, and

authorizing the General Manager and Assistant Clerk to execute the contract documents. The motion carried. (Votes recorded: Ayes–Eckmann, Van Buren and Richard.)

#### Award Contract – Gas-Fired Dehumidifier

General Manager Menninga reviewed the bid opening on February 7 for the Gas-fired Desiccant Dehumidifier procurement project. One bid was received. This project consists of procurement of a gas-fired desiccant dehumidifier equipped with an industrial-grade indirect-fired burner assembly with standing pilot and a water-jacket after-cooler. He recommended award to the sole bidder, Munters Corporation, in the amount of \$107,945.00. A motion by Trustee Richard seconded by Trustee Van Buren was made awarding the contract for the Gas-fired Desiccant Dehumidifier procurement project to the sole bidder, Munters Corporation, in the amount of \$107,945.00, and authorizing the General Manager and Assistant Clerk to execute the contract documents. The motion carried. (Votes recorded: Ayes–Eckmann, Van Buren and Richard.)

#### Electricity Supply For Period After May 2008

General Manager Menninga reviewed the results of a Request for Proposals (RFP) to electricity suppliers in anticipation of the District's electricity supply contracts ending in May, 2008. The RFP asked for fixed pricing for 12-month, 24-month, and 36-month duration contracts. The District received seven proposals from five vendors, none of which appear to be competitive compared with ComEd's hourly pricing. General Manager Menninga presented an analysis of the seven proposals and indicated that the District would continue to track the fixed price market to search for a product that competes with hourly pricing from ComEd.

#### Review of Executive Session Minutes

The Board reviewed the minutes of executive sessions held on: September 12, 2006; December 11, 2007 and January 8, 2008. These are the executive session minutes not previously made available for public inspection or not previously reviewed. A motion by Trustee Van Buren seconded by Trustee Richard was made determining that the need for confidentiality still exists as to the executive session minutes of September 12, 2006, December 11, 2007 and January 8, 2008. The motion carried. Administrative Services Director Henschel indicated that there were currently no verbatim records to be recommended for destruction as provided by state statutes.

#### Five Year Financial Plan – Fiscal Years 2008-09 to 2012-13

This item was moved to the end of the agenda.

#### Recapture Agreement – 5905 Springside Avenue Sewer Extension

A Recapture Agreement between the District and DER Builders, Inc. was presented by Sewer Construction Supervisor Cherwak. The Agreement is for a sanitary sewer extension constructed at 5905 Springside Avenue, Downers Grove. A motion by Trustee Richard seconded by Trustee Van Buren was made approving the Recapture Agreement for the 5905

Springside Avenue Sewer Extension, in Downers Grove, and authorizing the General Manager and Assistant Clerk to sign same. The motion carried. (Votes recorded: Ayes – Eckmann, Van Buren and Richard.)

Annexation Ordinance No. AO 2008-01 – 6239 Springside Avenue, Downers Grove

Sewer Construction Supervisor Cherwak presented Annexation Ordinance No. AO 2008-01 for the annexation of one lot located at 6239 Springside Avenue. A motion by Trustee Van Buren seconded by Trustee Richard was made accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2008-01 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Eckmann, Van Buren and Richard.)

Permanent Easements – 63<sup>rd</sup> Street between Woodward and Stonewall Avenues

Assistant Administrative Services Director Campbell presented a permanent easement agreement to the Board for 1905 Maple Avenue (PIN 09-18-105-003).

This easement was obtained during the special assessment process for the installation of sanitary sewers in the area. A motion by Trustee Richard seconded by Trustee Van Buren was made authorizing the General Manager and Assistant Clerk to execute this easement agreement. The motion carried. (Votes recorded: Ayes–Eckmann, Van Buren and Richard.)

Insurance Renewals

Administrative Services Director Henschel reviewed the proposal for renewal of the District’s property and liability coverages effective April 14. The proposal included Property, General Liability, Automobile, Public Officials Liability, Workers Compensation, Excess Liability and Employee Dishonesty. Total annual premiums are \$139,939, a decrease of 4.7 percent over last year’s premiums. A motion by Trustee Van Buren seconded by Trustee Richard was made authorizing the General Manager to renew the District’s insurance coverages as presented in the February 8, 2008 memo from Administrative Services Director Henschel. The motion carried. (Votes recorded: Ayes-Eckmann, Van Buren and Richard.)

Investment in Certificate of Deposit – Corus Bank

Administrative Services Director Henschel presented a Resolution necessary to complete the purchase of a one-year Certificate of Deposit from Corus Bank, Chicago, IL in the amount of \$100,000.00. A motion by Trustee Richard seconded by Trustee Van Buren was made approving the Resolution and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes-Eckmann, Van Buren and Richard.)

Investment in Certificate of Deposit – State Farm Bank

Administrative Services Director Henschel presented a Resolution necessary to complete the purchase of a one-year Certificate of Deposit from State Farm Bank, Bloomington, IL in the

amount of \$100,000.00. A motion by Trustee Van Buren seconded by Trustee Richard was made approving the Resolution and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes-Eckmann, Van Buren and Richard.)

Five Year Financial Plan – Fiscal Years 2008-09 to 2012-13

General Manager Menninga presented the following budget documents: Five-Year Financial Plan, Notice of Availability of Appropriation Ordinance/Budget for public review, revised budget calendar and proposed Appropriation Ordinance for Fiscal Year 2008-2009. He reviewed the Five-Year Financial Plan including the General Corporate, Construction, Improvement and Public Benefit funds. He indicated that the user rate and monthly service fee are proposed to increase during Fiscal Year 2008-09. The Notice of Availability of the Appropriation Ordinance/Budget will be published in the local paper on February 20. Final approval of the Five Year Financial Plan and the Appropriation Ordinance is scheduled for the March 25 regular meeting. A motion by Trustee Richard seconded by Trustee Van Buren was made authorizing publication of the Notice of Availability. The motion carried. (Votes recorded: Ayes-Eckmann, Van Buren, and Richard.)

Upon a motion by Trustee Van Buren seconded by Trustee Richard the regular meeting adjourned at 9:21 p.m. The motion carried.

Approved: March 25, 2008.

/s/ Donald S. Eckmann /s/  
President

Attest: /s/ Edward C. Richard /s/  
Clerk