

March 15, 2011

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, March 15, 2011, convening at 7:00 p.m. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were President Donald E. Eckmann, Trustee Wallace D. Van Buren, General Manager Nicholas J. Menninga, Administrative Services Director W. Clay Campbell, and Attorney Michael C. Wiedel. Trustee Edward C. Richard was not physically present but did attend the meeting by audio conference.

Minutes of Regular Meeting – February 8, 2011

A motion by Trustee Van Buren seconded by Trustee Richard was made approving the minutes of the regular meeting held on February 8, 2011, as presented. The motion carried.

Claim Ordinance No. 1779

A motion by Trustee Richard seconded by Trustee Van Buren was made adopting Claim Ordinance No. 1779 in the total amount of \$761,348.40 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

Five Year Financial Plan for Fiscal Years 2011-12 to 2015-16

This plan was reviewed at the February Board meeting and has been available for public review since February 9. A motion by Trustee Van Buren seconded by Trustee Richard was made approving the Five-Year Financial Plan dated February 8, 2011 for Fiscal Years 2011-12 to 2015-16. The motion carried. (Votes recorded: Ayes-Eckmann, Van Buren, and Richard.)

Appropriation Ordinance for Fiscal Year 2011-12

The Fiscal Year 2011-12 Appropriation Ordinance has been available for public review since February 9. The Ordinance establishes the spending limits for the year including operation and maintenance and capital improvements for all areas of District operations. A motion by Trustee Richard seconded by Trustee Van Buren was made adopting the Fiscal Year 2011-12 Appropriation Ordinance and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes-Eckmann, Van Buren, and Richard.)

Ordinance No. ORD 11-01 - Amending Fees and Charges

General Manager Menninga presented Ordinance No. ORD 11-01. This ordinance increases various District fees and charges to the following amounts:

- a) Permit inspection fees - \$161 per building drain for single family class and \$267 per building drain or \$154 per building drain for all other classes.
- b) Tap-in fee - \$729 per population equivalent (P.E.).
- c) Trunk sewer service charges - \$338 per P.E.
- d) Lateral sewer charge - \$9,412 per building drain to near side property and \$6,822 per building drain to far side property.
- e) Sewer construction inspection fee - \$50.00 per hour straight time and \$75.00 per hour overtime.
- f) Surcharge rates for BOD and SS - \$0.24 per pound for BOD and \$0.28 for SS.
- g) Sampling and monitoring charge – This charge will vary from \$4.16 per month to \$92.37 per month depending on the type of user.

A motion by Trustee Van Buren seconded by Trustee Richard was made adopting Ordinance No. ORD 11-01 and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Eckmann, Van Buren, and Richard.)

Northwest Pump Station ARRA Project - Change Order No. 2

General Manager Menninga presented Change Order No. 2 for the Northwest Pump Station ARRA Project contract with Bullseye Contractors LLC in the amount of \$7,695.88, an extension of the substantial completion date to December 1, 2010 and an extension of the final completion date to April 1, 2011. The proposed change order included a number of changes from the original design needed to complete the project. Several piping changes were required to allow adequate access for operation and maintenance of the pump and valves, and as needed to accommodate field conditions not shown on the plans. The District also requested a change in the switchgear connection technique for the pump, in order to meet requirements for a quality installation. A motion by Trustee Richard seconded by Trustee Van Buren was made approving Change Order No. 2 for the Northwest Pump Station ARRA Project contract with Bullseye Contractors LLC in the amount of \$7,695.88. The motion carried. (Votes recorded: Ayes-Eckmann, Van Buren and Richard.)

Electricity Supply Procurement

General Manager Menninga presented to the Board a draft Request for Proposals for the District's electricity supply procurement intended to be distributed on March 16, 2011 and an anticipated award of contract at the April regular Board of Trustees meeting for the District's energy needs starting in November 2011 when the existing contract ends. He gave an overall summary of the pricing schemes and interworkings of the electric supply industry as it impacts the District's recurring procurement needs. No Board action was needed at this time.

NJPA Membership

Administrative Services Director Campbell presented a memo to the Board proposing the District pursue a participating membership with the National Joint Power Alliance (NJPA), an organization formed under Minnesota state statute designed to allow participating government and municipal agencies across the country to reduce the cost of purchased goods by leveraging their combined purchasing power. Membership in the NJPA would enable the District to take advantage of discounted pricing from Grainger, Inc., one of the District's consistent vendors. There is no cost to the District for joining the NJPA and membership in the NJPA could afford the opportunity to take advantage of other vendors contracted through NJPA. A motion by Trustee Van Buren seconded by Trustee Richard was made approving the NJPA Joint Exercise of Powers Agreement and authorizing the General Manager to execute same. The motion carried. (Votes recorded: Ayes-Eckmann, Van Buren and Richard.) A motion by Trustee Van Buren seconded by Trustee Richard was made approving the NJPA Membership Agreement and authorizing the General Manager to execute same. The motion carried. (Votes recorded: Ayes-Eckmann, Van Buren and Richard.)

Investment in Certificates of Deposit – Lisle Savings Bank

Administrative Services Director Campbell presented a certificate of deposit with a term of six months in the amount of \$250,000 that staff had invested at Lisle Savings Bank at an interest rate of 0.60%. This certificate of deposit is secured by the Federal Deposit Insurance Corporation. A motion by Trustee Richard seconded by Trustee Van Buren was made ratifying the actions of staff to invest the funds for the District. 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 8:23 p.m. The motion carried.

Approved: April 12, 2011

 /s/ Donald S. Eckmann /s/
President

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