

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, February 17, 2015, convening at 7:00 p.m. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were Trustee Wallace D. Van Buren, Trustee Amy S. Kovacevic, Trustee Donald F. Peters, General Manager Nicholas J. Menninga, Administrative Services Director W. Clay Campbell, Sewer Construction Supervisor Ted Cherwak, Information Coordinator Alyssa Cherwak, Lead Operator Marc Majewski and Attorney Michael G. Philipp.

Minutes of Regular Meeting – January 20, 2015

A motion was made by Trustee Kovacevic seconded by Trustee Peters approving the minutes of the regular meeting held on January 20, 2015 as corrected and authorizing the President and Clerk to sign same. The motion carried.

Minutes of Executive Session – January 20, 2015

A motion by Trustee Kovacevic seconded by Trustee Peters was made approving the minutes of the executive session held on January 20, 2015 as presented. The motion carried.

Claim Ordinance No. 1826

A motion was made by Trustee Kovacevic seconded by Trustee Peters adopting Claim Ordinance No. 1826 in the total amount of \$470,415.09 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Public Comment – None

Old Business:

Administrative Services Director Campbell informed the Board that the BURP participant at 4129 Washington Street, Downers Grove had submitted an Agreement and Claim form for the Program and due to their eligibility, was issued a check in the amount of \$1,200.00.

New Business:

Insurance Renewals

Administrative Services Director Campbell reviewed the proposal for renewal of the District's property and liability coverages effective April 14. The proposal includes Property, General Liability, Automobile, Public Officials Liability, Excess Liability and Employee Dishonesty. The renewal of the District's Workers Compensation coverage with the Illinois Public Risk Fund was approved in December for the 2015 calendar year. Total annual premiums (including Workers Compensation) are \$182,334. A motion by Trustee Peters seconded by Trustee Kovacevic was made authorizing the General Manager to renew the District's insurance coverages as presented in

the February 10, 2015 memo from Administrative Services Director Campbell. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Hauled Grease Trap Waste Receiving Revisions – Ordinance NO. ORD 15-01

General Manager Menninga presented Ordinance No. ORD 15-01. This ordinance amends the District’s current hauled grease trap waste rules to permit haulers to be billed based on delivered volume as verified by a truck weight ticket rather than the maximum tank volume of the delivery truck. In addition, a revision was proposed providing flexibility as to when the District could accept deliveries of hauled grease trap waste.

A motion was made by Trustee Kovacevic seconded by Trustee Peters adopting Ordinance No. ORD 15-01 and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Five Year Financial Plan and Budget Review – Fiscal Year 2015-2016 to Fiscal Year 2019-2020

General Manager Menninga presented the following budget documents: Five-Year Financial Plan for Fiscal Year 2015-2016 to Fiscal Year 2019-2020, Notice of Availability of Fiscal Year 2015-16 Appropriation Ordinance/Budget for public review, revised Budget Calendar and proposed Appropriation Ordinance for Fiscal Year 2015-2016. He reviewed the Five-Year Financial Plan including the General Corporate, Construction, Improvement and Public Benefit funds. The Notice of Availability of the Fiscal Year 2015-16 Appropriation Ordinance/Budget will be published in the local paper on February 18. Final approval of the Five Year Financial Plan and the Appropriation Ordinance is scheduled for the March 24 regular meeting. A motion by Trustee Peters seconded by Trustee Kovacevic was made authorizing publication of the Notice of Availability. The motion carried.

Backup Reimbursement Program Limit Change – Ordinance NO. ORD 15-02

General Manager Menninga presented Ordinance No. ORD 15-02. This ordinance increases the amounts eligible for reimbursement under the Reimbursement Program for Sanitary Sewer Backups Caused by Public Sanitary Sewer Blockages. General Manager Menninga discussed identifying a logical threshold based on historic claims. The proposed ordinance revision increases the amount eligible from the current limit of \$1,200 to a new limit of \$2,500.

A motion was made by Trustee Peters seconded by Trustee Kovacevic adopting Ordinance No. ORD 15-02 and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Annexation Ordinance NO. AO 2015-02 - 4200 Lacy, Downers Grove

Sewer Construction Supervisor Cherwak presented Annexation Ordinance No. AO 2015-02 for the annexation of two lots that will be consolidated with another lot already within the District boundary to form 4200 Lacey Road, Downers Grove. A motion was made by Trustee Peters seconded by Trustee Kovacevic accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2015-02 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Review of Executive Session Minutes

Administrative Services Director Campbell reviewed his memo dated February 9, 2015 regarding the review of executive session minutes as required by the Illinois Open Meetings Act. The executive session minutes were last reviewed in August 2014. The Board reviewed the minutes of an executive session held on August 19, 2014. These executive session minutes were not previously made available for public inspection or previously reviewed. A motion by Trustee Peters seconded by Trustee Kovacevic was made determining that the need for confidentiality no longer exists as to the executive session minutes of August 19, 2014. The motion carried. The Board also reviewed the written minutes of the meetings of March 19, 2013 and April 9, 2013 to determine if the verbatim records could be destroyed as provided by state statutes. A motion by Trustee Peters seconded by Trustee Kovacevic was made authorizing the destruction of the verbatim records of the executive sessions held on March 19, 2013 and April 9, 2013 in accordance with the Illinois Open Meetings Act. The motion carried.

Other New Business

Trustee Kovacevic welcomed new plant operator, Sam Azarnia, to the District. She also inquired about the status of employee ethics training and the performance of the CHP unit at the Wastewater Treatment Center. As well, she commented on the arrival of the new Ford Transit Connect vehicle for sewer system staff. She also congratulated Reese Berry, Laboratory Supervisor, on his five year anniversary with the District.

Trustee Peters inquired about how the District uses Facebook advertising. He also commended staff for suggesting open house themes and recommended this year's theme should focus on how the District protects the environment.

A motion was made by Trustee Kovacevic seconded by Trustee Peters to adjourn the regular meeting at 8:21 p.m. The motion carried.

Approved: March 24, 2015

/s/ Wallace D. Van Buren /s/
President

Attest: /s/ Donald F. Peters /s/
Clerk