

March 24, 2015

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, March 24, 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, Operations Supervisor Robert Rivera and Attorney Michael G. Philipp.

Minutes of Regular Meeting – February 17, 2015

A motion was made by Trustee Peters seconded by Trustee Kovacevic approving the minutes of the regular meeting held on February 17, 2015 as corrected and authorizing the President and Clerk to sign same. The motion carried.

Claim Ordinance No. 1827

A motion was made by Trustee Kovacevic seconded by Trustee Peters adopting Claim Ordinance No. 1827 in the total amount of \$562,085.50 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:

Trustee Van Buren commented on his meeting with DuPage County Board Chairman Dan Cronin.

New Business:

Resolution of Appreciation for Employee Service

General Manager Menninga presented a Resolution of Appreciation for Roberto E. Rivera for his thirty-three years of dedicated service to the District. The Resolution will be framed and presented to him as a memento of his service to the District and its residents. A motion was made by Trustee Kovacevic seconded by Trustee Peters passing the resolution. The motion carried.

Five Year Financial Plan and Budget Approval – FY 2015-16

The Five Year Financial Plan and Budget were reviewed at the February Board meeting and have been available for public review since February 18. A motion was made by Trustee Kovacevic seconded by Trustee Peters approving the Five Year Financial Plan dated February 17, 2015 for Fiscal Years 2015-16 to 2019-20 which includes the budget for Fiscal Year 2015-16. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Adopt Appropriation Ordinance for Fiscal Year 2015-16

The Fiscal Year 2015-16 Appropriation Ordinance was reviewed at the February Board meeting and has been available for public review since February 18. The Ordinance establishes the spending limits for the year including operation and maintenance and capital improvements for all areas of District operations. A motion was made by Trustee Kovacevic seconded by Trustee Peters adopting the Fiscal Year 2015-16 Appropriation Ordinance and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Adopt Ordinance Amending Fees

General Manager Menninga presented Ordinance No. ORD 15-03. This ordinance increases various District fees and charges to the following amounts:

- a) Permit inspection fees - \$185 per building sanitary service for single family class and \$307 per building sanitary service or \$177 per building sanitary service for all other classes if no work on building sanitary service is required.
- b) Tap-in fee - \$810 per population equivalent (P.E.).
- c) Trunk sewer service charges - \$375 per P.E.
- d) Lateral sewer charge - \$10,441 per building drain to near side property and \$7,569 per building drain to far side property.
- e) Sewer construction inspection fee - \$58 per hour straight time and \$87 per hour overtime.
- f) Monthly service fee - \$12 per month.
- g) Sampling and monitoring charge – This charge will vary from \$4.77 per month to \$105.99 per month depending on the type of user.

A motion was made by Trustee Peters seconded by Trustee Kovacevic adopting Ordinance No. ORD 15-03 and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Mechanical Installation of High Speed Blower

General Manager Menninga presented the board with a proposed contract for the mechanical installation of a high speed blower at the Wastewater Treatment Center. The District is able to purchase this unit due to a grant from the Illinois Department of Commerce and Economic Opportunity (IDCEO). Three contractors were solicited for proposals on the mechanical installation of this unit. One of the contractors declined to submit a proposal while the other two, Mecon Industries (\$91,800.00) and Dahme Mechanical (\$89,375.00) each submitted a proposal for the work. It was identified that the grant offered by the IDCEO was conditioned on completing the blower installation in May 2015. As traditional bidding requirements would prevent the District from completing the project timely and receiving the grant, staff recommended the Board of Trustees waive bidding requirements and approve award of the mechanical installation contract to Dahme Mechanical in the amount of \$89,375.00. A motion was made by Trustee Peters seconded by Trustee Kovacevic waiving bidding requirements and awarding the contract for the mechanical installation of a high speed blower to the lowest responsive, responsible proposer, Dahme Mechanical, in the amount of \$89,375.00, and authorizing the General Manager to execute the

contract documents. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Annual Unsewered Area Plan Update for 2015

Sewer Construction Supervisor Cherwak presented the District’s Unsewered Area Plan Updates for 2015. Two changes to the plan were reviewed including an update of cost estimates to reflect increases in the construction cost index and the current construction bidding environment and the completion of the sewer construction in the 57th Street and Grant sub-area by a private developer. A motion by Trustee Kovacevic seconded by Trustee Peters was made approving the Annual Unsewered Area Plan Updates as presented. The motion carried.

Annexation Ordinance NO. AO 2015-03 – 217 60th Street, Downers Grove

Sewer Construction Supervisor Cherwak presented Annexation Ordinance No. AO 2015-03 for the annexation of one lot located at 217 60th Street, Downers Grove. A motion was made by Trustee Kovacevic seconded by Trustee Peters accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2015-03 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Other New Business

Trustee Kovacevic inquired about the status of employee ethics training, the IAWA mini-conference, General Manager Menninga’s trip to Denmark through the Danish consulate, ongoing collaboration with District 58, and electricity production by the District’s CHP engine.

Trustee Peters identified that he had spoken with a District resident that could be a potential participant in the District’s Overhead Sewer Program and that he would follow-up with the appropriate staff member to contact the District resident directly with program details. He also indicated that the auditing firm of Crowe Horwath LLP should be added to the list of potential auditors for the District’s Request for Proposals for the Annual Audit for Fiscal Year 2014-15.

Trustee Van Buren inquired about a sewer service line repair at 3808 Wilcox, Downers Grove due to the Village of Downers Grove accidentally hitting the service line while performing a water main repair.

A motion was made by Trustee Kovacevic seconded by Trustee Peters to recess the regular meeting and convene an executive session at 7:52 p.m. under exception 2(c)1 of the Open Meetings Act to discuss the compensation and performance of specific employees of the District. The motion carried. (Votes recorded: Ayes-Van Buren, Kovacevic and Peters.)

A motion was made by Trustee Van Buren seconded by Trustee Peters to reconvene the regular meeting at 8:01 p.m. The motion carried. (Votes recorded: Ayes-Van Buren, Kovacevic and Peters.)

A motion was made by Trustee Kovacevic seconded by Trustee Van Buren to adjourn the regular meeting at 8:03 p.m. The motion carried.

Approved: April 21, 2015

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

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