

**MINUTES**

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, April 15, 2014, convening at 7:00 p.m. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were President Wallace D. Van Buren, Trustee Amy S. Kovacevic, Trustee Donald F. Peters, General Manager Nicholas J. Menninga, Administrative Services Director W. Clay Campbell, Sewer System Maintenance Supervisor Robert Swirsky, Information Coordinator Alyssa Cherwak, and Attorneys Michael C. Wiedel and Michael G. Philipp. Also present was Board of Local Improvements Member Robert T. Jungwirth and Amy Abell of GCG Financial, Inc.

Minutes of Regular Meeting – March 25, 2014

A motion was made by Trustee Peters seconded by Trustee Kovacevic approving the minutes of the regular meeting held on March 25, 2014 as presented and authorizing the President and Clerk to sign same. The motion carried.

Minutes of Executive Session – March 25, 2014

A motion was made by Trustee Kovacevic seconded by Trustee Peters approving the minutes of the executive session held on March 25, 2014 as presented. The motion carried.

Change of Washington Street Manhole Project Cost

General Manager Menninga reviewed the terms of an Intergovernmental Agreement with the Village of Downers Grove regarding replacement of District manholes on Washington Street during Village construction work last year. A change order was necessary for the sewer portion of the project due to underground field conditions revealed during construction. The change order for the additional work is in the amount of \$5,125.00. He requested Board approval of the change in the contract amount. A motion was made by Trustee Kovacevic seconded by Trustee Peters approving the change order to the work constructed under the March 2013 Intergovernmental Agreement with the Village of Downers Grove for the Washington Street Improvements increasing the District's portion of the project cost by \$5,125.00. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Claim Ordinance No. 1816

A motion was made by Trustee Kovacevic seconded by Trustee Peters adopting Claim Ordinance No. 1816 in the total amount of \$742,102.14 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

## New Business:

### Employee Health Coverage

Administrative Services Director Campbell reviewed his Memo dated April 14 regarding the June 1, 2014 renewal of the District's employee group insurance benefits plan including medical, dental and vision coverage. He recommended that the District continue its medical insurance coverage with Humana but with two plans offered to employees (a PPO plan that would require a premium contribution from the employee and an HMO plan that would not require a premium contribution). As the PPO plan contains higher deductibles and out-of-pocket limits, the District would offer a non-elective contribution this year for those employees that select that plan. He also recommended that the District renew dental coverage with Humana CompBenefits and vision coverage with EyeMed Vision Care. These renewals will result in an estimated annual premium increase between 5.44 percent and 7.18 percent depending on plan selection, and a six-year annual average percentage premium increase of 6.011 percent. Amy Abell of GCG Financial, consultant for the District on the insurance renewals, presented an overview of the District's renewals and changes implemented under the Affordable Care Act. A motion was made by Trustee Peters seconded by Trustee Kovacevic approving staff's recommendation for the District to renew employee group medical, dental and vision coverages as presented in Administrative Services Director Campbell's Memo dated April 14. The motion carried. (Votes recorded: Ayes-Van Buren, Kovacevic and Peters).

### BSSRAP Program Requirement Revisions

General Manager Menninga presented proposed changes to the District's Building Sanitary Service Repair Assistance Program (BSSRAP). The changes include clarification that the owner of the property is responsible for selecting a contractor to perform maintenance activities on their building sanitary service and that the District does not recommend or require the owner to utilize any particular contractor in performing maintenance activities. Additional changes clarify the items necessary for the District to perform an initial investigation under the program. A motion was made by Trustee Kovacevic seconded by Trustee Peters approving the revisions to the District BSSRAP Program as presented by General Manager Menninga. The motion carried. (Votes recorded: Ayes-Van Buren, Kovacevic and Peters).

### General Manager Compensation for FY 2014-15

A motion was made by Trustee Peters seconded by Trustee Kovacevic to increase General Manager Menninga's salary from \$142,000 to \$146,260 effective May 1, 2014. The motion carried. (Votes recorded: Ayes-Van Buren, Kovacevic and Peters.)

### Annual Newsletter and Survey

Administrative Services Director Campbell presented a draft of the annual newsletter to be mailed to District residents with their sanitary sewer bills in May, June and July. An Open House invitation insert, a District Biosolids Program brochure, an Automatic Payment enrollment form, and a postcard survey were included. The Board concurred with the annual newsletter and attachments.

Other New Business

Trustee Kovacevic mentioned that she had visited the Wastewater Treatment Center to view the progress on the Digester Gas Co-Generation Facility. She thanked Operations Supervisor Rivera for reviewing the project with her and also suggested that a plaque be erected at the facility honoring former Trustee Donald Eckmann for his foresight in approving this project. She also thanked Maintenance Supervisor Barta for the costs savings he initiated in the completion of the recent Bar Screen parts replacement project.

Trustee Peters also commented on the Digester Gas Co-Generation Facility and the wireless network being implemented at the District. He inquired as to when the District's wireless network might be deployed and encouraged staff to pursue digitizing of the Board's packets for the monthly meetings. Administrative Services Director Campbell indicated that the wireless network would be live sometime in May and that staff would go live with a two-month transition period (utilizing both paper and digital board packets) in the months of July and August with a full cutover to digital packets in September.

Upon a motion by Trustee Peters seconded by Trustee Kovacevic the regular meeting adjourned at 8:40 p.m. The motion carried.

Approved: May 13, 2014

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

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