

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, January 16, 2018, 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 Paul W. Coultrap, General Manager Nicholas J. Menninga, Administrative Supervisor W. Clay Campbell, Laboratory Supervisor D. Reese Berry, Information Coordinator Alyssa J. Caballero and Attorney Michael G. Philipp.

Minutes of Regular Meeting – December 19, 2017

A motion was made by Trustee Coultrap seconded by Trustee Kovacevic approving the minutes of the regular meeting held on December 19, 2017 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

Claim Ordinance No. 1861

A motion was made by Trustee Kovacevic seconded by Trustee Coultrap adopting Claim Ordinance No. 1861 in the total amount of \$668,710.32 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

Public Comment – None

Old Business – None

New Business:

Change Order No. 1 for Grease Receiving Station No. 2 Contract

General Manager Menninga presented Change Order No. 1 for Grease Receiving Station No. 2 Contract. The change order increased the contract amount by \$52,107.45 for temporary power feed to the digester 4 and 5 control building not included in the contract price, due to un-anticipated location of the original building power feed; and re-design of the approach pavement during construction, identified as necessary by operations staff prior to pouring the original concrete pavement. A motion was made by Trustee Coultrap seconded by Trustee Kovacevic approving Change Order No. 1 (Final) to the Grease Receiving Station No. 2 contract increasing the contract amount by \$52,107.45, and for permission for the General Manager to sign the same on behalf of the District. The motion carried. (Votes recorded: Ayes-Van Buren, Kovacevic and Coultrap.)

Wastewater Treatment Center Operations Summary for 2017

General Manager Menninga presented the 2017 Wastewater Treatment Center Performance Report. He reviewed the report and responded to questions from the Board. The report includes information and comparisons to prior years on flows, available remaining capacity, treatment provided, NPDES permit compliance, sludge quantities produced, biosolids disposal, utilities consumption, digester gas and chemical usage and an overall summary.

Collection System Operations Summary for 2017

General Manager Menninga presented the 2017 Collection System Performance Report as prepared by Sewer System Maintenance Supervisor Robert Swirsky. He reviewed the report and responded to questions from the Board. The report includes information regarding manhole overflows, sewer backups, public sewer blockages and building service blockages.

Collection System Work Plan for 2018

General Manager Menninga presented the Collection System Work Plan for 2018 as prepared by Sewer System Maintenance Supervisor Robert Swirsky. The report includes information on proposed work on the collection system during 2018 including cleaning and televising sewers, flow metering, the Private Property Infiltration and Inflow Removal Program and the Building Sanitary Service Repair Assistance Program and manhole inspections.

Collection System Construction Summary for 2017

General Manager Menninga presented the 2017 Collection System Construction Summary Report. He reviewed the report and responded to questions from the Board. The report includes information regarding permits issued, annexations, Board of Local Improvements, Illinois EPA permits and public sewer main construction.

Operations Report – Contractor Insurance Requirements

Administrative Supervisor Campbell presented an operations report to the Board reviewing contractor insurance requirements. The report included staff's evaluation of the District's current contractor insurance requirements, statutory foundation for such requirements, and comparison with comparables found in the engineering specifications for larger District projects and several peer wastewater agencies that responded to a request for such information. The Board concurred with staff recommendations to bring such requirements more in line with current industry trends and comparable with peer agencies needing similar work performed by contractors.

Annexation Ordinance No. AO 2018-01 6333 Fairmount, Downers Grove

General Manager Menninga presented Annexation Ordinance No. AO 2018-01 for the annexation of an existing single family home located at 6333 Fairmount, Downers Grove. A motion was made by Trustee Kovacevic seconded by Trustee Coultrap accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2018-01 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

Other New Business

Trustee Kovacevic noted the District's Electrical Technician and Inspector positions were filled. She inquired about the mainline blockage noted in Sewer System Maintenance Supervisor Swirsky's report, the upcoming visit to Herrick Middle School to present to 7th grade students and the performance of the new grease receiving station. She also commented on the Thank You cards received from O'Neill Middle School students and congratulated the wastewater treatment plant for producing more electricity than was used.

Trustee Coultrap commented on the District's Facebook post about the board meeting and wished staff good luck for the upcoming visit to Herrick Middle School to present to 7th grade students. He also inquired about the progress of the trunk sewer lining project on Walnut Avenue in Downers Grove.

Trustee Van Buren welcomed the new employees to the District. He also commented on the Thank You cards received from O'Neill Middle School students. He inquired about the status of the new grease receiving station operation. He also commended the maintenance staff on the secondary clarifier electrical repairs.

Executive Session – Employee Compensation

A motion was made by Trustee Kovacevic seconded by Trustee Coultrap to recess the regular meeting and convene an executive session at 7:58 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 Coultrap.)

A motion was made by Trustee Kovacevic seconded by Trustee Coultrap to reconvene the regular meeting at 8:20 p.m. The motion carried. (Votes recorded: Ayes- Van Buren, Kovacevic and Coultrap.)

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

Approved: February 13, 2018

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

Attest: /s/ Paul W. Coultrap /s/
Clerk