

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, February 13, 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, and Attorney Michael G. Philipp. Also present was Derek J. Wold from Baxter and Woodman.

Minutes of Regular Meeting – January 16, 2018

A motion was made by Trustee Coultrap seconded by Trustee Kovacevic approving the minutes of the regular meeting held on January 16, 2018 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

Minutes of Executive Session – January 16, 2018

A motion was made by Trustee Coultrap seconded by Trustee Kovacevic approving the minutes of the executive session held on January 16, 2018 as presented and authorizing the President and Clerk to sign same. The motion carried.

Claim Ordinance No. 1862

A motion was made by Trustee Kovacevic seconded by Trustee Coultrap adopting Claim Ordinance No. 1862 in the total amount of \$1,123,188.71 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:

Operations Report – System Flow Metering

Derek J. Wold from Baxter and Woodman, engineer for the District, presented an operations report on the District's flow metering program. Derek Wold highlighted the design of the District's program, the technology used to compile and analyze Inflow and Infiltration (I/I) data to accurately characterize flows at various times throughout the District's sewer system infrastructure, and the District's extensive I/I reduction efforts in the last decade. Finally, is critical in assessing where to invest the District's resources for sewer rehabilitation and replacement in the future, and determining available capacity for proposed developments.

Amended Appropriation Ordinance and Budget Amendment for Fiscal Year 2017-2018

General Manager Menninga presented proposed revisions to the Appropriation Ordinance and Budget for Fiscal Year 2017-18 necessary to adjust for the actual final cost of the Grease Receiving

Station No. 2 project. The revised Appropriation Ordinance will be available for public review before final adoption at the March 20 Board meeting. He recommended that the public notice announcing availability of the revised Appropriation Ordinance for Fiscal Year 2017-18 be published on February 14. A motion was made by Trustee Kovacevic seconded by Trustee Coultrap approving publication of the Notice of Availability of the revised Appropriation Ordinance for Fiscal Year 2017-18 on February 14. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

Five Year Financial Plan and Budget Review – Fiscal Year 2018-2019 to Fiscal Year 2021-2022

General Manager Menninga presented the following budget documents: Five-Year Financial Plan for Fiscal Years 2018-19 to 2022-23, Notice of Availability of Fiscal Year 2018-19 Appropriation Ordinance/Budget for public review, revised Budget Calendar and proposed Appropriation Ordinance for Fiscal Year 2018-19. He reviewed the Five-Year Financial Plan including the General Corporate, Improvement, Construction, and Public Benefit funds. The Notice of Availability of the Fiscal Year 2018-19 Appropriation Ordinance/Budget was recommended to be published in the local paper on February 14. Final approval of the Five Year Financial Plan and the Appropriation Ordinance is scheduled for the March 20 regular meeting. A motion was made by Trustee Coultrap seconded by Trustee Kovacevic authorizing publication of the Notice of Availability of Fiscal Year 2018-19 Appropriation Ordinance/Budget for public review on February 14. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

Review of Executive Session Minutes

Administrative Supervisor Campbell reviewed his memo dated February 6, 2018 regarding the review of executive session minutes as required by the Illinois Open Meetings Act. The executive session minutes were last reviewed in August 2017. The Board reviewed the written minutes of the meetings of March 22, 2016 to determine if the verbatim records could be destroyed as provided by state statute. A motion by Trustee Kovacevic seconded by Trustee Coultrap was made authorizing the destruction of the verbatim record of the executive session held on March 22, 2016 in accordance with the Illinois Open Meetings Act. The motion carried.

Investment in Certificate of Deposit – Bridgeview Bank, Woodridge

Administrative Supervisor Campbell reviewed staff’s purchase of a twelve-month Certificate of Deposit (CD) with Bridgeview Bank, Woodridge on January 15, 2018 in the amount of \$250,000 with an interest rate of 1.20 percent. The old interest rate was at 1.00 percent. A motion was made by Trustee Coultrap seconded by Trustee Kovacevic ratifying the actions of staff on behalf of the District to purchase a CD in the amount of \$250,000 with Bridgeview Bank, Woodridge at an interest rate of 1.20 percent for a term of 12 months. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

Current Water Membership

General Manager Menninga presented membership information provided by Current Water, a non-profit organization operating in Chicago promoting water technology development in the Chicago region. District membership would signal participation as a potential trial site for technology development, and generate access to related research and development activities sponsored by Current Water. An appropriate membership level on a trial basis was discussed.

Other New Business

Trustee Kovacevic welcomed Rolf Flechsig as the District's new Electrical Technician and Danny Jasso as the District's new Inspector. She inquired about the Westmont payment dropbox, the recent visit to Herrick Middle School and the status of the District's efforts to sell its existing Atomic Absorption Spectrometer. She also noted that the District's grease hauling/electricity production was down while the new grease receiving station was being finished and commended the Maintenance department's efforts to repair the burners on Heat Exchanger 4 at a considerable savings. She inquired about the status of the District's recent circulation of industrial waste surveys. Trustee Kovacevic noted that Lab personnel attended the annual MWAA conference. Lastly, she congratulated the District on receiving the APWA award and ACEC award.

Trustee Coultrap congratulated the District on receiving the APWA award and ACEC award and also commended the Maintenance department's efforts to repair the burners on Heat Exchanger 4 at a considerable savings. He also welcomed Rolf Flechsig as the District's new Electrical Technician and Danny Jasso as the District's new Inspector. Lastly, he inquired about the recent visit to Herrick Middle School.

Trustee Van Buren inquired about the current status of the District's Lift Station replacement project at Liberty Park in unincorporated Westmont.

A motion was made by Trustee Coultrap seconded by Trustee Kovacevic to adjourn the regular meeting at 8:32 p.m. The motion carried.

Approved: March 20, 2018

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

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