

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, April 17, 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, Information Coordinator Alyssa J. Caballero and Attorney Michael G. Philipp.

Minutes of Regular Meeting – March 20, 2018

A motion was made by Trustee Coultrap seconded by Trustee Kovacevic approving the minutes of the regular meeting held on March 20, 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 – March 20, 2018

A motion was made by Trustee Coultrap seconded by Trustee Kovacevic approving the minutes of the executive session held on March 20, 2018 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. 1864

A motion was made by Trustee Kovacevic seconded by Trustee Coultrap adopting Claim Ordinance No. 1864 in the total amount of \$1,111,083.32 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:

Employee Health Coverage

Administrative Supervisor Campbell reviewed his Memo dated April 13 regarding the June 1, 2018 renewal of the District's employee group insurance benefits plan including medical, dental, vision and life coverage. The District's vision insurance required no decision as the carrier, EyeMed Vision Care, is in year 2 of a 4-year rate guarantee. The District's life insurance required no decision as the carrier, Kansas City Life, was in year 2 of a 3-year rate guarantee. He recommended that the District renew its medical insurance coverage with BlueCross BlueShield of Illinois with some changes to plan offerings and employee premium contributions, and switch the dental coverage from Humana CompBenefits to Principal Insurance Company for an estimated percent change of 6.18% in health insurance (medical, dental and vision) and life insurance premiums from the prior year. This number could vary depending upon plan selection by the employees, but staff has estimated that the highest increase would cap out at 7.89% in the event

that all employees and eligible dependents took Option 4 (the Gold Hybrid PPO Plan), which is unlikely due to historical enrollment patterns by the group. This recommendation keeps the District's cost to provide this benefit in line with the budgeted increase and included employee contributions across 3 of the 4 plan offerings. Staff also recommended providing a reimbursement plan to employees to incentivize them to shift their spouse and/or themselves to a non-District healthcare plan.

A motion was made by Trustee Kovacevic seconded by Trustee Coultrap approving staff's recommendation for the District to offer employee group health and life insurance coverages as presented in Administrative Supervisor Campbell's memo dated April 13. After discussion, a motion was made by Trustee Coultrap seconded by Trustee Kovacevic to amend the initial motion as follows: (1) maintain the plan options recommended by staff; and (2) revise the recommended employee premium contributions so that each of the 4 plan offerings required an employee premium contribution to more equitably incur the recommended 6.18% increase. The motion carried. (Votes recorded: Ayes-Van Buren, Kovacevic and Coultrap).

A motion was made by Trustee Kovacevic seconded by Trustee Coultrap to adopt changes to the Employee Policy Manual section on Group Insurance (Section 2.4) to provide the District with the flexibility to offer various reimbursement arrangements to employees in an effort to arrive at the best coverage for the lowest cost, even if such insurance coverage is available through a non-District provided plan. The motion carried. (Votes recorded: Ayes-Van Buren, Kovacevic and Coultrap).

Annual Newsletter

Information Coordinator Caballero 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 EasyPay enrollment form and an online billing portal insert were also included. The Board concurred with the annual newsletter and additional enclosures as presented.

Annual Unsewered Area Plan Update for 2018

General Manager Menninga presented the District's Unsewered Area Plan Updates for 2018. Changes to the plan were reviewed including two sewer main extension construction projects by private developers and the updating of the cost estimates. Baxter & Woodman has recommended that the cost estimates in the plan be updated to reflect increases in the construction cost index and the current construction bidding environment. A motion by Trustee Kovacevic seconded by Trustee Coultrap was made approving the Annual Unsewered Area Plan updates as presented. The motion carried.

Compensation of General Manager for FY2018-19

A motion was made by Trustee Coultrap seconded by Trustee Kovacevic to increase General Manager Menninga's salary from \$165,306 to \$171,918 effective May 1, 2018. The motion carried. (Votes recorded: Ayes-Van Buren, Kovacevic and Coultrap.)

Operations Report – Staffing and Job Duties

General Manager Menninga presented an operations report which provided an overview of the District's staff and the job duties and responsibilities associated with all positions and departments.

