

**MINUTES**

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, October 17, 2017, 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, Board of Local Improvements Member Kenneth J. Rathje and Attorney Michael G. Philipp.

Minutes of Regular Meeting – September 26, 2017

A motion was made by Trustee Kovacevic seconded by Trustee Coultrap approving the minutes of the regular meeting held on September 26, 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. 1858

A motion was made by Trustee Kovacevic seconded by Trustee Coultrap adopting Claim Ordinance No. 1858 in the total amount of \$803,035.16 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

General Manager Menninga reported that the vendor offering to provide solar power at the Northwest Lift Station has withdrawn their proposal.

Administrative Supervisor Campbell reported that staff has solicited a three-year proposal from Lauterbach & Amen, LLP, the District's current auditing firm, to provide similar services for the next three fiscal years.

New Business:

Electric Supply Procurement for 2018

General Manager Menninga presented the results of a Request for Proposals from electric suppliers sent out on October 4 and 5. The results were utilized for selecting the District's electricity supplier starting in November 2017 through November 2018. The District received five proposals from suppliers that met the specifications. The lowest cost proposal that met our requirements was from MC Squared Services LLC with a day-ahead hourly supply cost adder (including RPS and ancillaries) of \$0.00215 per kilowatt- hour. He recommended the District accept the pricing offer from MC Squared Energy Services LLC for the supply of electricity in accordance with their proposal. A motion by Trustee Coultrap seconded by Trustee Kovacevic was made to accept the pricing offer from MC Squared Energy Services LLC for the supply of electricity for the period from November 2017 to November 2018, and to authorize the General Manager to sign the associated

electric supply agreement. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

### Open House Summary

Administrative Supervisor Campbell presented a summary of the 28th annual Open House held on October 7. A total of 250 people attended and 18 tours were given to 197 people.

### Operations Report – Cost of Service and Rate Design

General Manager Menninga presented an operations report reviewing the cost of service model used by staff, and resulting user rate design. The report reviewed how cost of service principles are used to determine utility rates, and how they translate into the current rate structure used by the District.

### Annexation Ordinance AO 2017-09, 1112 Palmer Street, Downers Grove

General Manager Menninga presented Annexation Ordinance No. AO 2017-09 for the annexation of one lot located at 1112 Palmer Street, Downers Grove. A motion was made by Trustee Coultrap seconded by Trustee Kovacevic accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2017-09 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

### Annexation Ordinance AO 2017-10, NE Cornet Hobson and 63<sup>rd</sup>, Woodridge

General Manager Menninga presented Annexation Ordinance No. AO 2017-10 for the annexation of one 8.6 gross acre parcel located at NE Cornet Hobson and 63<sup>rd</sup>, Woodridge. A motion was made by Trustee Kovacevic seconded by Trustee Coultrap accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2017-10 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 thanked staff for their wet weather operations during the weekend of Oct. 14 and 15. She also congratulated staff on their hard work for the District’s annual Open House event. She congratulated Adam Cioni on his 10-year anniversary with the District.

Trustee Coultrap expressed his appreciation to General Manager Menninga for his tour of the wastewater treatment center. He also thanked staff for their hard work for the District’s annual Open House event, their wet weather operations during the weekend of Oct. 14 and 15, and for using Nextdoor as a social media tool.

Trustee Van Buren congratulated staff on their hard work for the District’s annual Open House event. He also thanked staff for their wet weather operations during the weekend of Oct. 14 and 15. Trustee Van Buren inquired about the Wroble Lift Station force main repair noted in Maintenance Supervisor Barta’s report, sewer televising numbers noted in Sewer System Maintenance Supervisor Swirsky’s report and the flu shot offered to employees in October.

A motion was made by Trustee Coultrap seconded by Trustee Kovacevic to adjourn the regular meeting at 7:48 p.m. The motion carried.

Approved: November 21, 2017

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

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