

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, January 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 Nick Menninga, Administrative Supervisor W. Clay Campbell, Information Coordinator Alyssa J. Caballero and Attorney Michael G. Philipp.

Minutes of Regular Meeting – December 20, 2016

A motion was made by Trustee Kovacevic seconded by Trustee Coultrap approving the minutes of the regular meeting held on December 20, 2016 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren and Kovacevic, Abstain–Coultrap.)

Claim Ordinance No. 1849

A motion was made by Trustee Kovacevic seconded by Trustee Coultrap adopting Claim Ordinance No. 1849 in the total amount of \$781,219.92 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:

FY 2016-17 Budget and Appropriation Ordinance Amendments

General Manager Menninga presented proposed revisions to the Appropriation Ordinance for Fiscal Year 2016-17 necessary to adjust for timing of the District's second CHP project. The revised Appropriation Ordinance will be available for public review before final adoption at the March 21 Board meeting. He recommended that the public notice announcing availability of the revised Appropriation Ordinance for Fiscal Year 2016-17 be published on January 18. A motion was made by Trustee Kovacevic seconded by Trustee Coultrap approving publication of the public notice announcing availability of the revised Appropriation Ordinance for Fiscal Year 2016-17. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

Wastewater Treatment Center Operations Summary for 2016

General Manager Menninga presented the 2016 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 2016

General Manager Menninga presented the 2016 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 2017

General Manager Menninga presented the Collection System Work Plan for 2017 as prepared by Sewer System Maintenance Supervisor Robert Swirsky. The report includes information on proposed work on the collection system during 2017 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 2016

General Manager Menninga presented the 2016 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.

Resolution of Appreciation for Employee Service

General Manager Menninga presented a Resolution of Appreciation for Scott J. Taylor for more than forty years of dedicated service to the District. The Resolution was framed and presented to him as a memento of his service to the District and its residents. A motion was made by Trustee Coultrap seconded by Trustee Kovacevic to pass the resolution. The motion carried.

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 8:00 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 8:35 p.m. The motion carried. (Votes recorded: Ayes- Van Buren, Kovacevic and Coultrap.)

Other New Business

Trustee Kovacevic welcomed new sewer system technician Carlos Infante to the District. She also commented on staff's presentation to 7th grade students at O'Neill Middle School on January 19 and 20 regarding the District's biosolids program and asked if staff had been in touch with Herrick Middle School. She commented on how great the laboratory remodel looks. Trustee Kovacevic also inquired about the District's use of the social media tool "Nextdoor" and suggested staff use it more to better educate the public on what the District does.

Trustee Coultrap also welcomed Carlos Infante to the District.

A motion was made by Trustee Coultrap seconded by Trustee Kovacevic to adjourn the regular meeting at 8:45 p.m. The motion carried.

Approved: February 14, 2017

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

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