

**MINUTES**

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, May 17, 2016, 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 Donald F. Peters, General Manager Nicholas J. Menninga, Administrative Services Director W. Clay Campbell, Information Coordinator Alyssa J. Cherwak and Attorney Michael G. Philipp.

Minutes of Regular Meeting – April 19, 2016

A motion was made by Trustee Kovacevic seconded by Trustee Van Buren approving the minutes of the regular meeting held on April 19, 2016 as presented and authorizing the President and Clerk to sign same. The motion carried.

Claim Ordinance No. 1841

A motion was made by Trustee Kovacevic seconded by Trustee Peters adopting Claim Ordinance No. 1841 in the total amount of \$904,958.33 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Public Comment – None

Old Business – None

New Business:

Elections and Appointments

The following elections and appointments were made: A motion was made by Trustee Peters seconded by Trustee Kovacevic nominating Wallace D. Van Buren as President, closing the nominations for President and electing by unanimous consent Wallace D. Van Buren as President. The motion carried. (Votes recorded: Ayes–Kovacevic and Peters.) A motion was made by Trustee Peters seconded by Trustee Van Buren nominating Amy S. Kovacevic as Vice President, closing the nominations for Vice President and electing by unanimous consent Amy S. Kovacevic as Vice President. The motion carried. (Votes recorded: Ayes–Van Buren and Peters.) A motion was made by Trustee Kovacevic seconded by Trustee Van Buren nominating Donald F. Peters as Clerk, closing the nominations for Clerk and electing by unanimous consent Donald F. Peters as Clerk. The motion carried. (Votes recorded: Ayes–Van Buren and Kovacevic.) A motion was made by Trustee Peters seconded by Trustee Kovacevic appointing William Clay Campbell as Assistant Clerk. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.) A motion was made by Trustee Van Buren seconded by Trustee Kovacevic appointing Nicholas J. Menninga as General Manager. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.) A motion was made by Trustee Kovacevic seconded by Trustee Van Buren appointing William Clay Campbell as Treasurer. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.) A motion was made by Trustee Kovacevic seconded by Trustee Van Buren appointing Baxter and Woodman, Inc. as engineers for the District sewer system and Wastewater Treatment Center. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.) A motion was made by Trustee

Kovacevic seconded by Trustee Van Buren appointing Wiedel, Philipp, Indelicato & Olson as attorneys for the District. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.) A motion was made by Trustee Kovacevic seconded by Trustee Peters appointing Kenneth J. Rathje, Robert T. Jungwirth and Mark J. Scacco as members of the Board of Local Improvements. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

#### Sanitary Service Repairs Agreement Amendment No. 4

General Manager Menninga presented Amendment No. 4 to the Sanitary Service Repairs Agreement with Uno Construction Company, Inc. This contract was awarded in 2012 and allows for an annual extension of the contract for up to a total of five years upon the mutual written consent of the District and the contractor. The contract also provides for annual adjustments to the unit prices based upon the greater of 3 percent or 100 percent of the annual change in the CPI-U for the preceding calendar year. The annual change in the CPI-U for this year is 0.00 percent. The contractor has requested the annual extension and agreed to a 3 percent increase in the unit prices for the renewal for all work performed from July 1, 2016 through June 30, 2017. A motion was made by Trustee Peters seconded by Trustee Kovacevic approving Amendment No. 4 to the Sanitary Service Repairs Agreement with Uno Construction Company, Inc. and authorizing the General Manager and Assistant Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

#### Contract Award – Sewer Cleaning and Televising

General Manager Menninga reviewed the bids received through the DuPage Municipal Partnership Initiative to procure sewer cleaning and televising services. The bidding was structured so that unit prices were solicited for various cleaning and televising categories, and estimated quantities from each agency were associated with the unit prices to determine the overall low bidder. He recommended that the contract be awarded to the lowest responsible, responsive bidder, Pipe-View LLC of Laporte, Indiana, in the amount of \$66,803.07. A motion was made by Trustee Kovacevic seconded by Trustee Peters awarding the contract for sewer cleaning and televising services to the lowest responsible, responsive bidder, Pipe-View LLC, in the amount of \$66,803.07 and authorizing the General Manager and Assistant Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

#### Contract Award – Westmont Alley Sewer Replacement

General Manager Menninga reviewed the bids received on May 12 for the 1K-028 Basin Rehabilitation Phase 1 project. Two bids were received. He recommended that the contract be awarded to the lowest responsible, responsive bidder, Superior Excavating Co. of Channahon, Illinois, in the amount of \$766,517. The low bid also includes a potential deduct of \$47,200 if the Village of Westmont follows our project with a planned porous pavement installation in the alley along Cass Avenue. A motion was made by Trustee Kovacevic seconded by Trustee Peters awarding the contract for 1K-028 Basin Rehabilitation Phase 1 project to the lowest responsible, responsive bidder, Superior Excavating Co., in the amount of \$766,517 and authorizing the General Manager and Assistant Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

#### The Cooperative Purchasing Network Membership

Administrative Services Director Campbell presented a Membership Agreement for joining the joint purchasing alliance The Cooperative Purchasing Network (TCPN). There is no cost or ongoing

commitment to join TCPN and by doing so the District would be able to take advantage of the discounts offered by various vendors to other government agencies that are already members of TCPN. A motion was made by Trustee Kovacevic seconded by Trustee Van Buren to approve the TCPN Agreement and authorizing the General Manager and Assistant Clerk to execute same. The motion carried. (Votes recorded: Ayes-Van Buren and Kovacevic. Present- Peters.)

Annexation Ordinance No. AO 2016-06 – 5838 Janes Avenue, Downers Grove

General Manager Menninga presented Annexation Ordinance No. AO 2016-06 for the annexation of one lot located at 5838 Janes Avenue, Downers Grove. A motion was made by Trustee Kovacevic seconded by Trustee Peters accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2016-06 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Annexation Ordinance No. AO 2016-07 – 5840 Janes Avenue, Downers Grove

General Manager Menninga presented Annexation Ordinance No. AO 2016-07 for the annexation of one lot located at 5840 Janes Avenue, Downers Grove. A motion was made by Trustee Peters seconded by Trustee Kovacevic accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2016-07 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Other New Business

Trustee Kovacevic inquired about the three mainline blockages that occurred in April and May and the two excursions over NPDES permit limits in April. She also commented on the new Pearth gas mixing unit on Digester 4 and the remodel progress of the Operations Center at the plant. She lastly discussed possible displays and signs for this year’s Open House.

Trustee Peters commented on the Downers Grove Village Operations Center shutting down and inquired if the District had explored new options for an after-hours answering service. He also inquired about a customer who reached out to him about a broken cleanout cap. He lastly inquired about the types of services and devices the District uses through Verizon Wireless.

Trustee Van Buren commented on the letter the District received from Huff & Huff requesting financial support in order to research chloride levels in the local watershed.

A motion was made by Trustee Peters seconded by Trustee Kovacevic to adjourn the regular meeting at 8:09 p.m. The motion carried.

Approved: June 21, 2016

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

Attest:         /s/ Donald F. Peters /s/  
Clerk