

**MINUTES**

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, January 20, 2015, convening at 7:00 p.m. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were Trustee 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 Cherwak, Billing Coordinator Adrienne Kasper and Attorney Michael G. Philipp.

Minutes of Regular Meeting – December 16, 2014

A motion was made by Trustee Kovacevic seconded by Trustee Peters approving the minutes of the regular meeting held on December 16, 2014 as presented and authorizing the President and Clerk to sign same. The motion carried.

Claim Ordinance No. 1825

A motion was made by Trustee Kovacevic seconded by Trustee Peters adopting Claim Ordinance No. 1825 in the total amount of \$699,213.71 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:

Wastewater Treatment Center Operations Summary for 2014

General Manager Menninga presented the 2014 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 Construction Summary for 2014

General Manager Menninga presented the 2014 Collection System Construction Summary Report as prepared by Sewer Construction Supervisor Ted Cherwak. 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.

### Collection System Operations Summary for 2014

General Manager Menninga presented the 2014 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 2015

General Manager Menninga presented the Collection System Work Plan for 2015 as prepared by Sewer System Maintenance Supervisor Robert Swirsky. The report includes information on proposed work on the collection system during 2015 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.

### Supplemental Long Term Care Insurance Benefit for Employees

Administrative Services Director Campbell presented the proposal of a new supplemental benefit offering long-term care insurance for employees and their families through a third party named ACSIA Partners. This supplemental benefit would be funded entirely by employees and would be administered through payroll deduction by the District. Long-term care insurance is a form of coverage that provides financial support for an individual that has care needs above and beyond what their health insurance can provide. He recommended that this benefit should be offered to District employees. A motion was made by Trustee Peters seconded by Trustee Kovacevic to approve offering District employees the Long-Term Care Insurance plan as presented. The motion carried. (Votes recorded: Ayes-Van Buren, Kovacevic and Peters.)

### Billing Portal Report

Staff presented an overview of the District's new online billing portal intended to be launched at the end of February. The online billing portal utilizes a third-party provider named Invoice Cloud that specializes in online utility billing for numerous agencies across the country. This billing portal will enable the District's customers to access their billing and payment information at any time providing greater transparency/accessibility while increasing billing staff efficiency.

### Annexation Ordinance NO. AO 2015-01 - 6318 Fairmount Avenue, Downers Grove

General Manager Menninga presented Annexation Ordinance No. AO 2015-01 for the annexation of one lot located at 6318 Fairmount Avenue, Downers Grove. A motion was made by Trustee Kovacevic seconded by Trustee Peters accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2015-01 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 Peters commented on the new State of Illinois Transparency and Accountability website.

Trustee Kovacevic commended staff for high participation rates in the Humana Vitality wellness program. She also inquired about the status of employee ethics training, the DCEO grant for the high-speed turboblower and future public outreach efforts with local schools.

A motion was made by Trustee Peters seconded by Trustee Kovacevic to recess the regular meeting and convene an executive session at 8:51 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 Peters.)

A motion was made by Trustee Peters seconded by Trustee Kovacevic to reconvene the regular meeting at 9:02 p.m. The motion carried. (Votes recorded: Ayes-Van Buren, Kovacevic and Peters.)

A motion was made by Trustee Kovacevic seconded by Trustee Peters to adjourn the regular meeting at 9:03 p.m. The motion carried.

Approved: February 17, 2015

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

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