

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, February 11, 2014, 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, Laboratory Supervisor D. Reese Berry, Lead Operator Marc R. Majewski, Maintenance Mechanic Keith W. Shaffner, and Attorneys Michael C. Wiedel and Michael G. Philipp.

Minutes of Regular Meeting – January 14, 2014

A motion was made by Trustee Kovacevic seconded by Trustee Peters approving the minutes of the regular meeting held on January 14, 2014 as presented and authorizing the President and Clerk to sign same. The motion carried.

Minutes of Executive Session – January 14, 2014

A motion by Trustee Kovacevic seconded by Trustee Peters was made to table approval, until the March Board meeting, of the minutes of the executive session held on January 14. The motion carried.

Change Order No. 1 for Combined Heat and Power Contract

General Manager Menninga presented Change Order No. 1 for the combined Heat and Power Improvements Installation Contract. This change order, in the amount of \$20,298.65, covers four changes that have been negotiated with the contractor. A motion by Trustee Peters seconded by Trustee Kovacevic was made approving Change Order No. 1 to the Combined Heat and Power Improvements Installation Contract which increases the contract amount by \$20,298.65 and authorizing the General Manager to sign the same on behalf of the District. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Claim Ordinance No. 1814

A motion was made by Trustee Kovacevic seconded by Trustee Peters adopting Claim Ordinance No. 1814 in the total amount of \$1,069,082.48 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:

Trustee Van Buren noted in Laboratory Supervisor Berry's monthly report that there had been a release of a food grade dye into a District manhole but the dye did not affect the District's effluent.

New Business:

Insurance Renewals

Administrative Services Director Campbell reviewed the proposal for renewal of the District's property and liability coverages effective April 14. The proposal includes Property, General Liability, Automobile, Public Officials Liability, Excess Liability and Employee Dishonesty. The renewal of the District's Workers Compensation coverage with the Illinois Public Risk Fund was approved in December for the 2014 calendar year. Total annual premiums (including Workers Compensation) are \$182,583, an increase of 8.6 percent over last year's premiums. A motion by Trustee Peters seconded by Trustee Kovacevic was made authorizing the General Manager to renew the District's insurance coverages as presented in the February 7, 2014 memo from Administrative Services Director Campbell. The motion carried. (Votes recorded: Ayes—Van Buren, Kovacevic and Peters.)

Review of Fiscal Year 2013-14 Appropriation Ordinance Revisions

General Manager Menninga presented proposed revisions to the Appropriation Ordinance for Fiscal Year 2013-14 which are necessary to correct an error in the appropriation identified for the Public Benefit fund. The revised Appropriation Ordinance will be available for public review before final adoption at the March Board meeting. He recommended that the public notice announcing availability of the revised Appropriation Ordinance for Fiscal Year 2013-14 be included with the public notice announcing the availability of the Fiscal Year 2014-15 Appropriation Ordinance. The Board concurred with this process.

Five Year Financial Plan and Budget Review – Fiscal Year 2014-15 to Fiscal Year 2018-19

General Manager Menninga presented the following budget documents: Five-Year Financial Plan for Fiscal Year 2014-15 to Fiscal Year 2018-19, Notice of Availability of Fiscal Year 2014-15 Appropriation Ordinance/Budget and revised Fiscal Year 2013-14 Appropriation Ordinance for public review, revised Budget Calendar and proposed Appropriation Ordinance for Fiscal Year 2014-2015. He reviewed the Five-Year Financial Plan including the General Corporate, Construction, Improvement and Public Benefit funds. The Notice of Availability of the Fiscal Year 2014-15 Appropriation Ordinance/Budget and the revised Fiscal Year 2013-14 Appropriation Ordinance will be published in the local paper on February 19. Final approval of the Five Year Financial Plan and the Appropriation Ordinance is scheduled for the March 25 regular meeting. A motion by Trustee Kovacevic seconded by Trustee Peters was made authorizing publication of the Notice of Availability. The motion carried. (Votes recorded: Ayes—Van Buren, Kovacevic and Peters.)

Review of Executive Session Minutes

Administrative Services Director Campbell reviewed his memo dated January 29, 2014 regarding the review of executive session minutes as required by the Illinois Open Meetings Act. The executive session minutes were last reviewed in August 2013. As of the date of his memo, there

are currently no executive session minutes to be reviewed for confidentiality. The Board also reviewed the written minutes of the meeting of March 13, 2012 to determine if the verbatim record could be destroyed as provided by the Illinois Open Meetings Act. A motion by Trustee Kovacevic seconded by Trustee Peters was made authorizing the destruction of the verbatim records of the executive session held on March 13, 2012 in accordance with the Illinois Open Meetings Act. The motion carried.

Trustee Peters indicated that he would like to review the impact of medical marijuana and concealed carry statutes on District policies.

A motion was made by Trustee Kovacevic seconded by Trustee Peters to adjourn the regular meeting at 8:56 p.m. The motion carried.

Approved: March 25, 2014

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

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