

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, March 25, 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, and Attorneys Michael C. Wiedel and Michael G. Philipp.

Minutes of Executive Session – January 14, 2014

A motion by Trustee Kovacevic seconded by Trustee Peters was made approving the minutes of the executive session held on January 14, 2014 as presented. The motion carried.

Minutes of Regular Meeting – February 11, 2014

A motion was made by Trustee Kovacevic seconded by Trustee Peters approving the minutes of the regular meeting held on February 11, 2014 as presented and authorizing the President and Clerk to sign same. The motion carried.

Change Order No. 2 for Combined Heat and Power Contract

General Manager Menninga presented Change Order No. 2 for the combined Heat and Power Improvements Installation Contract. This change order, in the amount of \$23,798.50, covers two changes that have been negotiated with the contractor. A motion by Trustee Peters seconded by Trustee Kovacevic was made approving Change Order No. 2 to the Combined Heat and Power Improvements Installation Contract which increases the contract amount by \$23,798.50 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. 1815

A motion was made by Trustee Kovacevic seconded by Trustee Peters adopting Claim Ordinance No. 1815 in the total amount of \$930,832.02 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

New Business:

Operations Report – IAWA Revenue Survey Results

General Manager Menninga presented the results of the Illinois Association of Wastewater

Agencies (IAWA) annual revenue survey. The District participates in the survey in order benchmark key business metrics against other wastewater agencies in Illinois. He identified highlights of the survey.

Five Year Financial Plan and Budget Approval – Fiscal Year 2014-15

The Five Year Financial Plan and Budget were reviewed at the February Board meeting and have been available for public review since February 19. A motion by Trustee Kovacevic seconded by Trustee Peters was made approving the Five Year Financial Plan dated February 11, 2014 for Fiscal Years 2014-15 to 2018-19 which includes the budget for Fiscal Year 2014-15. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Adopt Appropriation Ordinance Revisions for Fiscal Year 2013-14

General Manager Menninga presented the revised Appropriation Ordinance for Fiscal Year 2013-14 which was reviewed at the February Board meeting and has been available for public review since February 19. A motion by Trustee Kovacevic seconded by Trustee Peters was made approving the revised Appropriation Ordinance for Fiscal Year 2013-14 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Adopt Appropriation Ordinance for Fiscal Year 2014-15

The Fiscal Year 2014-15 Appropriation Ordinance was reviewed at the February Board meeting and has been available for public review since February 19. The Ordinance establishes the spending limits for the year including operation and maintenance and capital improvements for all areas of District operations. A motion by Trustee Kovacevic seconded by Trustee Peters was made adopting the Fiscal Year 2014-15 Appropriation Ordinance and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Adopt Ordinance Amending Fees

General Manager Menninga presented Ordinance No. ORD 14-01. This ordinance increases various District fees and charges to the following amounts:

- a) Permit inspection fees - \$178 per building sanitary service for single family class and \$296 per building sanitary service or \$171 per building sanitary service for all other classes if no work on building sanitary service is required.
- b) Tap-in fee - \$788 per population equivalent (P.E.).
- c) Trunk sewer service charges - \$365 per P.E.
- d) Lateral sewer charge - \$10,160 per building drain to near side property and \$7,365 per building drain to far side property.
- e) Sewer construction inspection fee - \$56 per hour straight time and \$84 per hour overtime.
- f) Monthly service fee - \$11 per month.

- g) Sampling and monitoring charge – This charge will vary from \$4.60 per month to \$102.21 per month depending on the type of user.

A motion by Trustee Kovacevic seconded by Trustee Peters was made adopting Ordinance No. ORD 14-01 and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Other New Business

General Manager Menninga reviewed recent discussions with the Illinois Environmental Protection Agency regarding pending NPDES permit renewal.

At Trustee Kovacevic’s request, General Manager Menninga provided a brief synopsis of the IAWA Mini-Conference held in Springfield in March.

Administrative Services Director Campbell reviewed the annual River Sweep event to be held in May. He also reviewed the possibility of providing the Board meeting information packets to the Board in a digital format.

A motion by Trustee Kovacevic seconded by Trustee Peters was made to recess the regular meeting and convene an executive session at 8:23 p.m. under exception 2(c)1 of the Open Meetings Act to discuss the compensation and performance of specific employees of the District (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Upon a motion by Trustee Kovacevic seconded by Trustee Peters, the regular meeting was reconvened at 8:54 p.m. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Peters.)

Upon a motion by Trustee Kovacevic seconded by Trustee Peters the regular meeting adjourned at 8:56 p.m. The motion carried.

Approved: April 15, 2014

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

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