

## **MINUTES**

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, February 14, 2023, convening at 7:00 p.m. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were Trustees Wally D. Van Buren, Amy E. Sejnost, Jeremy M. Wang, General Manager Amy R. Underwood, Administrative Supervisor Carly S. Shaw, Information Coordinator Alyssa J. Caballero and Attorney Michael G. Philipp.

### **Minutes of Regular Meeting – January 17, 2023**

A motion was made by Trustee Sejnost seconded by Trustee Wang approving the minutes of the regular meeting held on January 17, 2023 and authorizing the President and Clerk to sign same. The motion carried.

### **Minutes of Executive Session – January 17, 2023**

A motion was made by Trustee Wang seconded by Trustee Sejnost approving the minutes of the executive session held on January 17, 2023 and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Wang.)

### **Claim Ordinance No. 1922**

A motion was made by Trustee Sejnost seconded by Trustee Wang adopting Claim Ordinance No. 1922 in the total amount of \$576,396.93 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Wang.)

### **Public Comment - None**

### **New Business**

### **Five Year Financial Plan and Budget Review – Fiscal Year 2023-2024 to 2027-2028**

General Manager Underwood presented the following budget documents: Five-Year Financial Plan for Fiscal Years 2023-2024 to 2027-2028, Notice of Availability of Fiscal Year 2023-2024 Appropriation Ordinance/Budget for public review, revised Budget Calendar, and the proposed Appropriation Ordinance for Fiscal Year 2023-2024. She reviewed the Five-Year Plan including planned expenses and anticipated revenues to the General Corporate, Improvement, Construction, and Public Benefit funds. The Notice of Availability of the Fiscal Year 2023-2024 was recommended to be published in the local paper on February 16. Final approval of the Five-Year Financial Plan and the Appropriation Ordinance is scheduled for the March 21 regular meeting. A motion was made by Trustee Sejnost and seconded by Trustee Wang authorizing publication on February 16 of the Notice of Availability of Fiscal Year 2023-2024 Appropriation Ordinance/Budget for public review. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Wang.)

### Other New Business

Trustee Sejnost inquired about the status of the annual DuPage County Ethics Training for employees. She commented on Maintenance Supervisor Barta's monthly report and commended the cost savings for the excess flow raw sewage pump 7 overhaul and wear ring replacement project. Trustee Sejnost noted Staff Engineer Bielawa's resignation letter. She inquired about the hiring status of the Sewer System Engineering Technician position. She thanked staff for their work on this year's Five-Year Plan. Lastly, she commented on the importance of being aware of all types of phishing attacks.

Trustee Wang thanked General Manager Underwood and staff for their hard work on the Five-Year Plan, especially due to the changes this year. He noted he was sad to see Staff Engineer Bielawa's resignation letter. Lastly, Trustee Wang commented on the lab remodeling project, noted in Lab Supervisor Berry's monthly report.

Trustee Van Buren expressed his appreciation for staff's hard work on the Five-Year Plan and noted the changes this year.

### Executive Session – Employee Compensation

A motion was made by Trustee Sejnost seconded by Trustee Wang to recess the regular meeting and convene an executive session at 8:38 p.m. under exception 2(c)1 of the Open Meetings Act to discuss the compensation of specific employees of the District. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Wang.)

A motion was made by Trustee Sejnost seconded by Trustee Wang to reconvene the regular meeting at 8:55 p.m. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Wang.)

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

Approved: March 21, 2023

/s/ Wallace D. Van Buren /s/

President

Attest: /s/ Jeremy M. Wang /s/

Clerk