

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, January 19, 2021, 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, General Manager Amy R. Underwood and Administrative Supervisor W. Clay Campbell. Trustees Amy E. Sejnost and Paul W. Coultrap were not physically present but did attend the meeting by electronic means (both audio and video) using Zoom. Attorney for the District Michael G. Philipp and Information Coordinator Alyssa J. Caballero also attended virtually as staff. Staff Engineer Alex M. Bielawa attended virtually as a member of the public.

Determination to Hold Meeting Virtually

In accordance with Illinois Senate Bill 2135, signed into law by Governor Pritzker on June 12, 2020, Trustee Van Buren, as President of the District's Board of Trustees has determined the following: (1) that due to the Governor issuing a disaster declaration related to public health concerns and all or part of the District's jurisdiction is covered by the disaster area; and (2) that an in-person meeting is not practical or prudent because of the disaster. As a result, this regular Downers Grove Sanitary District Board of Trustees meeting shall be held virtually and in doing so shall comply with all other Open Meetings Act provisions referenced in Illinois Senate Bill 2135.

Minutes of Regular Meeting – December 15, 2020

A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the minutes of the regular meeting held on December 15, 2020, and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Change Order No.1 for Stanley Avenue Sewer Rehabilitation

General Manager Underwood presented a memo recommending to the Board of Trustees approval of a change order for the District's Stanley Avenue Sewer Rehabilitation Contract with Insituform Technologies, USA for a net increase in contract cost of \$14,357.40. Approval of Change Order No. 1 would bring the total contract amount to \$117,169.40. A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the Stanley Avenue Sewer Rehabilitation Change Order No. 1 for a net increase in the amount of \$14,357.40 and for the General Manager to sign the same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Claim Ordinance No. 1897

A motion was made by Trustee Sejnost seconded by Trustee Coultrap adopting Claim Ordinance No. 1897 in the total amount of \$628,338.19 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Public Comment – None

Old Business

General Manager Underwood reviewed the District's COVID-19 sick leave utilization by employees in 2020.

New Business

Wastewater Treatment Center Operations Summary for 2020

General Manager Underwood presented the 2020 Wastewater Treatment Center Performance Report. 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, chemical usage and an overall summary.

Collection System Performance Summary for 2020

General Manager Underwood presented the 2020 Collection System Performance Report as prepared by Sewer System Maintenance Supervisor Robert Swirsky. The report includes information regarding maintenance work progress, manhole overflows, sewer backups, public sewer blockages and building service blockages.

Collection System Construction Summary for 2020

General Manager Underwood presented the 2020 Collection System Construction Summary Report as prepared by Sewer Construction Supervisor Keith Shaffner. The report includes information regarding permits issued, annexations, Board of Local Improvements, Illinois EPA permits and public sewer main construction.

Collection System Work Plan for 2021

General Manager Underwood presented the Collection System Work Plan for 2021 as prepared by Sewer System Maintenance Supervisor Robert Swirsky. The report includes information on proposed work on the collection system during 2021 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.

Investment in Certificate of Deposit – BMO Harris Bank

Administrative Supervisor Campbell reviewed staff's renewal of a twelve-month Certificate of Deposit on December 17, 2020 with BMO Harris Bank in the amount of \$250,000 with an annual interest rate of 0.30 percent. The Certificate of Deposit is secured by the FDIC. A motion by Trustee Coultrap seconded by Trustee Sejnost was made ratifying the actions of staff on behalf of the District to renew a Certificate of Deposit on December 17, 2020 in the amount of \$250,000 with BMO Harris Bank at an interest rate of 0.30 percent and a term of twelve months. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Other New Business

Trustee Van Buren noted the progress of hiring a new Sewer System Permit Technician, the improvement at the 1-M-049 manhole location and that a fourth compost heap was constructed as

noted in Staff Engineer Bielawa's monthly report. He also commented on the progress of the CHP #1 replacement, the Centex Lift Station bid documents preparation and the installation of the electronic buzzer at the Administration Center. Trustee Van Buren inquired about the current status of collections on delinquent user accounts related to the current COVID-19 pandemic. Lastly, he wished District employees a Happy New Year.

Trustee Coultrap also wished District employees a Happy New Year. He noted the progress of the CHP #1 replacement.

Trustee Sejnost also wished District employees a Happy New Year. She noted the progress of hiring a new Sewer System Permit Technician. She inquired about the flushable wipes legislation noted in Administrative Supervisor Campbell's monthly report. She also commended Maintenance Supervisor Barta on his monthly report. Lastly, she noted the progress of the CHP #1 replacement.

Executive Session – Employee Compensation

A motion was made by Trustee Coultrap seconded by Trustee Sejnost to recess the regular meeting and convene an executive session at 7:21 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 Coultrap.)

A motion was made by Trustee Coultrap seconded by Trustee Sejnost to reconvene the regular meeting at 7:49 p.m. The motion carried. (Votes recorded: Ayes- Van Buren, Sejnost and Coultrap.)

A motion was made by Trustee Coultrap seconded by Trustee Sejnost to adjourn the regular meeting at 7:52 p.m. The motion carried.

Approved: February 9, 2021

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

Attest: /s/ Paul W. Coultrap /s/
Clerk