

**MINUTES**

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, April 16, 2024, convening at 7:00 p.m. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were Trustees Amy E. Sejnost, Jeremy M. Wang, Mark Eddington, General Manager Amy R. Underwood, Administrative Supervisor Carly Shaw, Sewer Construction Supervisor Keith W. Shaffner, Information Coordinator Alyssa J. Caballero, Sewer System Engineering Technician Brandon Morris, and Attorney Dan McCormick. Catherine Loney of Allera Group also attended. Lisa Eddington also attended.

Minutes of Regular Meeting – March 19, 2024

A motion was made by Trustee Wang seconded by Trustee Eddington approving the minutes of the regular meeting held on March 19, 2024 and authorizing the President and Clerk to sign same. The motion carried.

Claim Ordinance No. 1936

A motion was made by Trustee Wang seconded by Trustee Eddington adopting Claim Ordinance No. 1936 in the total amount of \$1,927,537.50 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Sejnost, Wang and Eddington.)

Public Comment – None

New Business

Elections of Officers

The following elections and appointments were made: A motion was made by Trustee Wang seconded by Trustee Eddington nominating Amy E. Sejnost as President, closing the nominations for President and electing by unanimous consent Amy E. Sejnost as President. The motion carried. (Votes recorded: Ayes–Wang and Eddington.) A motion was made by Trustee Sejnost seconded by Trustee Eddington nominating Jeremy M. Wang as Vice President, closing the nominations for Vice President and electing by unanimous consent Jeremy M. Wang as Vice President. The motion carried. (Votes recorded: Ayes–Sejnost and Eddington.) A motion was made by Trustee Wang seconded by Trustee Sejnost nominating Mark Eddington as Clerk, closing the nominations for Clerk and electing by unanimous consent Mark Eddington as Clerk. The motion carried. (Votes recorded: Ayes–Sejnost and Wang.)

Decennial Committee Appointment

A motion was made by Trustee Wang and seconded by Trustee Sejnost that Mark Eddington be appointed to serve as a member of the Decennial Committee until such time as the committee is dissolved. The motion carried. (Votes recorded: Ayes-Sejnost, Wang and Eddington.)

### Revision of Authorized Bank Account Signer

Administrative Supervisor Shaw presented a memo to review the current arrangement of District bank accounts and change the authorized signers because of the appointment of Mark Eddington on March 26, 2024. A motion was made by Trustee Wang seconded by Trustee Sejnost approving staff's actions to remove Wallace Van Buren from and add Mark Eddington to the District Deposit Account and Disbursement Account as an authorized signer and authorize all signatures to be updated on the Business Signature Card. The motion carried. (Votes recorded: Ayes–Sejnost, Wang and Eddington.)

### Employee Health Coverage

Administrative Supervisor Shaw reviewed her memo dated April 16 regarding the June 1, 2024 renewal of the District's employee group insurance benefits plan including medical, dental, vision and life coverage. Catherine Loney of Allera Group was in attendance to answer questions about the plans. The District's medical insurance carrier, BlueCross BlueShield of Illinois, offered minimal increase in premiums for the two PPO plans and a slight decrease in premiums for the HMO plan. There are no changes to the vision or life insurance premiums and a minimal increase to the dental plans. Administrative Supervisor Shaw recommended that the District renew its medical insurance coverage with BlueCross BlueShield of Illinois and change employee contributions so the percentage of the premium which the employee covers is the same, regardless of which plan the employee selects. She also recommended that the District resume its existing plans for dental, vision and life coverage with the existing carriers. This will provide an estimated percent change of -0.83% in District-paid medical, dental, vision and life insurance premiums from the prior year, including the cost of continuing to provide the Health Reimbursement Account (HRA) benefit to employees waiving medical coverage for themselves or their eligible spouses. A motion was made by Trustee Eddington seconded by Trustee Wang approving staff's recommendation for the District to offer employee group medical, dental, vision and life insurance coverages as presented in Administrative Supervisor Shaw's memo dated April 16. The motion carried. (Votes recorded: Ayes-Sejnost, Wang and Eddington).

### Annual Newsletter

Administrative Supervisor Shaw presented a draft of the annual newsletter to be mailed to District residents with their sanitary sewer bills in May, June, and July. An Open House invitation insert, a District Biosolids Program brochure, an EasyPay enrollment form and a City Insight registration/announcement were also included. The Board concurred with the annual newsletter and additional enclosures as presented.

### Annexation Ordinance AO 2024-03 – 1042 Norfolk Street, Downers Grove

Staff presented Annexation Ordinance No. AO 2024-03 for the annexation of the single-family lot located at 1042 Norfolk Street, Downers Grove. A motion was made by Trustee Wang seconded by Trustee Eddington accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2024-03 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Sejnost, Wang and Eddington.).

Other New Business

Trustee Wang welcomed the District's new Trustee, Mark Eddington. He also welcomed the District's new Maintenance Mechanic, Marcus Hernandez. He expressed his appreciation to Administrative Supervisor Shaw for the employee health coverage memo. He also thanked staff for their work on the annual newsletter. Trustee Wang commended staff for their work on the raw sewage pump #5 valve and connecting the hypochlorite makeup water system to potable water, noted in Maintenance Supervisor Whitefleet's report. He noted that CHP 1 has been operating well and that the District operated at net-zero this month. Lastly, he asked about the progress of the accounting software replacement.

Trustee Eddington thanked everyone for welcoming him to the Board. Staff in attendance introduced themselves to him.

Trustee Sejnost welcomed the District's new Trustee, Mark Eddington. She also welcomed the District's new Maintenance Mechanic, Marcus Hernandez. She noted the progress being made with the timekeeping software replacement. She inquired about the seasonal clerical worker. Trustee Sejnost noted the savings on the hypochlorite building potable water connection and commended Lead Mechanic Bill Smith for his work on the fix. She noted the agreement between the District and Nissen regarding the CHP system invoices. Trustee Sejnost congratulated Brandon Morris for receiving his commercial driver's license. She noted that a dental amalgam questionnaire was sent to a new dentist in Westmont and that Lab Supervisor Berry attended the IAWPCO conference, as well as presented at a Pretreatment seminar. Lastly, Trustee Sejnost noted the progress being made for the Decennial Committee.

A motion was made by Trustee Wang seconded by Trustee Eddington to adjourn the regular meeting at 8:17 p.m. The motion carried.

Approved: May 21, 2024

/s/Amy E. Sejnost/s/  
President

Attest: /s/Mark Eddington/s/  
Clerk