

DOWNERS GROVE SANITARY DISTRICT
GENERAL MANAGER'S REPORT
May 15, 2020

May Board Meeting

Copies of the following items are enclosed for the May 19, 2020 meeting:

- 1) Proposed Agenda
- 2) Minutes of the April 21, 2020 regular meeting
- 3) Claim Ordinance 1889
- 4) Elections and Appointments
- 5) Memo regarding COVID-19 Work from Home Reimbursement Policy
- 6) Renewal of BSSRAP Contract
- 7) Memo regarding Paving Contract Award
- 8) Memo regarding CHP #1 Replacement Project Design-Build Agreement

BOLI Meeting

There is no BOLI meeting scheduled this month.

Operations Reports

Copies of the following are enclosed for March operations:

- 1) Progress Report from Clay on Administrative Services activities.
- 2) The WWTC Operations Report from Marc.
- 3) The WWTC/Lift Station Maintenance Report from Jeff.
- 4) Progress Report from Bob on Collection System Maintenance activities.
- 5) Progress Report from Ted and Keith on Collection System Construction activities.
- 6) Progress Report from Reese on Laboratory activities.
- 7) Engineering Report from Alex.

Infiltration/Inflow Removal Work

Inspection efforts on private property under the I/I program with the intention of conducting I/I removal is ongoing in the 1-K-028 (Cass and Burlington, WT) area. A map showing progress for this area is included here, as well as a status summary sheet.

Flow metering continues, including meters in the 1-M-050 (55th and Victor, DG) vicinity to evaluate post-rehabilitation and I/I reduction performance. Data collected during recent storms shows that the local system appears to be operating satisfactorily.

Financial

A copy of the Investment Schedule as of April 30, 2020 is enclosed.

The Treasurer's Report for April 2020 covering FY 19-20 is included here, along with a summary cover memo.

Meetings

I attended the following meetings since the April 17, 2020 General Manager's report:

- April 28 attended IEPA Office of Energy webinar titled "Impact of Energy Efficiency on WWTP Operations and Budgets"
- April 30 attended virtual DRSCW meeting. Larry also attended.
- May 6 attended webinar by Seyfarth Shaw titled "Return to Business: Getting America Back to Work Safely with Testing, Monitoring and Safety Best Practices". Jessie also attended.
- May 7 attended NACWA Water Quality Committee virtual meeting.
- May 15 attended virtual DRSCW Projects Committee meeting on "IPS Update and Peer Review".

Miscellaneous

Copies of the following items are enclosed:

- 1) General Manager's Reports to the Employees dated April 24, 2020 and May 8, 2020

cc: WDVB, AES, PWC, BOLI, TTC, WCC, MGP

**DOWNERS GROVE SANITARY DISTRICT
BOARD OF TRUSTEES MEETING
MAY 19, 2020 – 7:00 PM**

PROPOSED AGENDA

- I. APPROVAL OF MINUTES
 - A. REGULAR MEETING – APRIL 21, 2020
- II. APPROVAL OF CLAIM ORDINANCE NO. 1889
- III. PUBLIC COMMENT
- IV. OLD BUSINESS
- V. NEW BUSINESS
 - A. ELECTIONS AND APPOINTMENTS
 - B. COVID-19 WORK FROM HOME REIMBURSEMENT POLICY
 - C. BSSRAP CONTRACT RENEWAL
 - D. PAVING CONTRACT AWARD
 - E. CHP REPLACEMENT PROJECT DESIGN-BUILD AGREEMENT

April 21, 2020

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, April 21, 2020, convening at 7:00 p.m. The meeting was held virtually online through Zoom, a video conferencing app. Present were President Wallace D. Van Buren, Trustee Amy E. Sejnost, and Trustee Paul W. Coultrap, General Manager Amy. R. Underwood, Administrative Supervisor W. Clay Campbell, Staff Engineer Alex M. Bielawa, Information Coordinator Alyssa J. Caballero and Attorney Michael G. Philipp. Also present were Amy Abell from GCG Financial, Inc. and Derek Wold from Baxter and Woodman, the District's engineering firm.

Minutes of Regular Meeting – March 17, 2020

A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the minutes of the regular meeting held on March 17, 2020 as presented and authorizing the President and Clerk to sign same. The motion carried.

Claim Ordinance No. 1888

A motion was made by Trustee Coultrap seconded by Trustee Sejnost adopting Claim Ordinance No. 1888 in the total amount of \$654,328.54 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 – None

New Business:

Employee Health Coverage

Administrative Supervisor Campbell reviewed his memo dated April 17 regarding the June 1, 2020 renewal of the District's employee group insurance benefits plan including medical, dental, vision and life coverage. The District's medical insurance carrier, BlueCross BlueShield of Illinois, and vision insurance carrier, EyeMed Vision Care, both offered modest increases in premium levels for existing plan renewals. There were minor plan design changes to one of the medical plans offered by the District and staff identified a new fourth medical plan option for employees. The District's dental and life insurance carriers offered to maintain premiums at their current level for another year. He recommended that the District renew its medical insurance coverage with BlueCross BlueShield of Illinois with very few changes to plan offerings and employee premium contributions and the addition of a fourth option. He also recommended that the District renew its existing plans for dental, vision and life coverage with the existing carriers and at the proposed renewal premiums. This will provide an estimated percent change of 3.21% 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 Coultrap seconded by Trustee Sejnost approving staff's recommendation for the District to offer employee group medical, dental, vision and life insurance coverages as presented in Administrative Supervisor Campbell's memo dated April 17. The motion carried. (Votes recorded: Ayes-Van Buren, Sejnost and Coultrap).

Investment in Certificate of Deposit – TriState Capital Bank

Administrative Supervisor Campbell reviewed staff's purchase on April 9, 2020 of a twelve-month Certificate of Deposit with TriState Capital Bank in the amount of \$249,990 with an annual interest rate of 1.10 percent. The Certificate of Deposit is secured by the FDIC. A motion by Trustee Sejnost seconded by Trustee Coultrap was made ratifying the actions of staff on behalf of the District to open a Certificate of Deposit on April 9, 2020 in the amount of \$249,990 with TriState Capital Bank at an interest rate of 1.10 percent and a term of twelve months. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Annual Newsletter

Staff 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 and an EasyPay enrollment form were also included. The Board concurred with the annual newsletter and additional enclosures as presented.

Annual Unsewered Area Plan Update for 2020

General Manager Underwood presented the District's Unsewered Area Plan Updates for 2020. This year's revision updates the cost estimates in the plan to reflect increases in the construction cost index and the current construction bidding environment. This year's revision also includes modifications to the text discussing the special assessment evaluations for the Puffer Road and Grant/Lee sub-basins as well as modifications to the approach and layout for the Grant/Lee sub-basin area to match the proposed changes made in the special assessment evaluation. Trustee Coultrap asked what the engineering fee was to have Baxter & Woodman update the costs in the plan and whether it is necessary to update this annually. General Manager Underwood responded that she would follow up with Sewer Construction Supervisor Cherwak to verify how frequently this plan is used and whether it is necessary to update the costs annually. She noted that Baxter & Woodman updated the plan this year instead of Staff Engineer Bielawa because Baxter & Woodman had completed the special assessment evaluations. A motion by Trustee Sejnost seconded by Trustee Coultrap was made approving the Annual Unsewered Area Plan updates as presented. The motion carried.

Contract Award – Sludge Hauling and Land Application

General Manager Underwood reviewed the bids received on April 14 for Sludge Hauling and Land Application services. Two bids were received. She recommended that the contract be awarded to the lowest responsible, responsive bidder, Dahm Enterprises of Woodstock, Illinois in the amount of \$163,200. A motion was made by Trustee Sejnost seconded by Trustee Coultrap to award the

contract for sludge hauling and land application services to the lowest responsible, responsive bidder, Dahm Enterprises, in the amount of \$163,200 and to authorize the General Manager and Assistant Clerk to sign same. The motion carried. (Votes recorded: Ayes—Van Buren, Sejnost and Coultrap.)

Composting Pilot

General Manager Underwood presented the memo provided by Staff Engineer Bielawa requesting approval to enter into a service agreement with Sustainable Generation (SG) for the biosolids composting pilot. General Manager Underwood reviewed the professional services which SG will provide that are critical to ensuring a successful pilot as well as future operations of a permanent composting facility and recommended that SG be awarded the service agreement based on their qualifications. A motion was made by Trustee Sejnost seconded by Trustee Coultrap to enter into a service agreement with Sustainable Generation, LLC of Wilmington, Delaware in the amount of \$49,700 for the biosolids composting pilot and to authorize the General Manager to sign same. The motion carried. (Votes recorded: Ayes—Van Buren, Sejnost and Coultrap.)

Engineering Reports – CHP Systems Comparison and CHP Replacement Project Delivery Method

General Manager Underwood indicated that the two memos provided in the Board packet on the CHP Systems Comparison and the CHP Replacement Project Delivery Method were being presented to the Board for informational purposes only at this time. District staff intend to negotiate a scope and guaranteed maximum price with Baxter & Woodman/Boller, LLC which would be presented to the Board at the May 19, 2020 meeting for approval. Trustee Van Buren asked whether staff were concerned that Baxter & Woodman, who wrote the memo recommending which CHP system to purchase, would be a party to the Design-Build entity performing the work as it seems to be a conflict. Trustee Coultrap stated that he also had this concern. Attorney Philipp stated that the District may award the contract to Baxter & Woodman/Boller, LLC without bidding the project based on this being a professional services contract involving a high degree of expertise and being a design-build project which the Sanitary District Act of 1917 allows to be awarded without bidding. General Manager Underwood stated that the District has had issues with the contractors on a few projects that were competitively bid. The WAS thickener project, which is currently under construction, is behind schedule. The contractor who installed CHP #2 would not honor the equipment warranty. General Manager Underwood noted that District staff want Baxter & Woodman/Boller, LLC to complete this project because staff trust them to do a good job and address any problems that may arise, including honoring the warranty.

Other New Business

Trustee Van Buren thanked all District staff for their continued hard work during the coronavirus outbreak.

Trustee Coultrap congratulated and welcomed Amy Underwood as the District's new General Manager. He indicated how proud he is of the District in how everything is being handled during this time. He also commended staff for their work on the annual newsletter.

Trustee Sejnost also thanked all District staff for their continued hard work during the coronavirus outbreak.

A motion was made by Trustee Coultrap seconded by Trustee Sejnost to adjourn the regular meeting at 8:08 p.m. The motion carried.

Approved: May 19, 2020

President

Attest: _____
Clerk

Downers Grove, Illinois

Date: May 19, 2020

Claim Ordinance No. 1889

An Ordinance Providing for the Payment of Certain Claims.

WHEREAS, it appears to the Board of Trustees of the Downers Grove Sanitary District that there are certain claims against said District which would be allowed and paid therefore,

BE IT ORDAINED, by the Board of Trustees of the Downers Grove Sanitary District

That the following claims be and they are hereby approved and ordered paid and that an order be drawn on the Treasurer of said District out of the funds shown below. Said claims, totaling **\$928,961.09** being in words and figures as follows:

GENERAL LEDGER RECAP

DATE 04/08/20

PERIOD END 04/04/20

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Payroll Ending Date: 04/04/20

Payroll Paid Date: 04/10/20

GL Date: 04/30/20

G/L NUMBER	COST DESCRIPTION	DEBIT	CREDIT
01-00.1001	CASH - PAYROLL ACCOUNT		52910.13-
01-00.2000	FEDERAL TAX WITHHELD		9025.75-
01-00.2001	STATE TAX WITHHELD		3793.82-
01-00.2002	SOCIAL SECURITY WITHHELD		6299.87-
01-00.2003	IMRF WITHHELD		3698.77-
01-00.2012	WAGE DEDUCTION ORDER		254.66-
01-00.2013	CREDIT UNION WITHHELD		2214.31-
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION		3055.44-
01-00.2017	VOLUNTARY GROUP LIFE		224.00-
01-00.2021	FLEXIBLE ACCOUNT WITHHELD - MEDICAL		396.23-
01-00.2022	FLEXIBLE ACCOUNT WITHHELD - DEPENDENT CARE		192.31-
01-00.2024	FLEXIBLE ACCOUNT WITHHELD - PREM CONVERSION		853.75-
01-00.2025	EMPLOYEE INS PREM CONTRIBUTION - POST TAX		337.80-
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA		334.58-
01-00.2027	DEFERRED COMPENSATION WITHHELD - IPPFA ROTH		40.00-
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD		162.27-
01-11.A003	GENERAL MANAGEMENT	749.58	
01-11.A004	FINANCIAL RECORDS	7576.13	
01-11.A005	ADMINISTRATIVE RECORDS	829.96	
01-11.A007	CODE ENFORCEMENT	7304.83	
01-11.A008	SAFETY ACTIVITIES	811.68	
01-12.A006	ENGINEERING	2112.80	
01-12.A011	MAINTENANCE - WWTC	7742.89	
01-12.A013	MAINTENANCE - ENERGY RECOVERY	157.50	
01-12.A014	MAINTENANCE - ELECTRICAL	6516.48	
01-12.A021	WWTC - OPERATIONS	15545.33	
01-12.A022	WWTC - SLUDGE HANDLING	8584.80	
01-12.A023	WWTC - ENERGY RECOVERY	280.19	
01-12.A030	BUILDING AND GROUNDS	3603.93	
01-13.A041	LAB - WWTC	5776.17	
01-13.A048	LAB - ENERGY RECOVERY	143.18	
01-14.A051	SEWER MAINTENANCE	9205.49	
01-14.A054	SEWER MAINTENANCE - BACKUPS AND HIGH FLOWS	275.94	
01-14.A061	INSPECTION - NEW CONSTRUCTION	272.21	
01-14.A062	INSPECTION - CONSTRUCTION OF DGSD PROJECTS	1270.29	
01-14.A063	INSPECTION - PERMIT INSPECTIONS	568.08	
01-14.A064	INSPECTION - MISCELLANEOUS	142.02	
01-14.A065	INSPECTION - CONSTR BY VILLAGES, UTILITIES	3037.68	
01-14.A066	INSPECTION - CODE ENFORCEMENT	378.72	
01-15.A080	LIFT STATION MAINTENANCE	907.81	
		83793.69	83793.69-

GENERAL LEDGER RECAP

DATE 04/16/20

PERIOD END 04/15/20

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Payroll Ending Date: 04/15/20

Payroll Paid Date: 04/17/20

GL Date: 05/31/20

G/L NUMBER	COST DESCRIPTION	DEBIT	CREDIT
01-00.1001	CASH - PAYROLL ACCOUNT		26819.92-
01-00.2000	FEDERAL TAX WITHHELD		5102.70-
01-00.2001	STATE TAX WITHHELD		1961.85-
01-00.2002	SOCIAL SECURITY WITHHELD		3365.88-
01-00.2003	IMRF WITHHELD		1979.92-
01-00.2013	CREDIT UNION WITHHELD		800.00-
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION		1822.99-
01-00.2020	DEFERRED COMPENSATION WITHHELD - ICMARC		300.00-
01-00.2021	FLEXIBLE ACCOUNT WITHHELD - MEDICAL		62.83-
01-00.2024	FLEXIBLE ACCOUNT WITHHELD - PREM CONVERSION		378.95-
01-00.2025	EMPLOYEE INS PREM CONTRIBUTION - POST TAX		548.39-
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA		1213.27-
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD		77.06-
01-11.A003	GENERAL MANAGEMENT	18255.79	
01-11.A004	FINANCIAL RECORDS	594.20	
01-11.A005	ADMINISTRATIVE RECORDS	80.74	
01-11.A007	CODE ENFORCEMENT	11493.08	
01-11.A008	SAFETY ACTIVITIES	100.56	
01-12.A009	OPERATIONS MANAGEMENT	4290.39	
01-12.A011	MAINTENANCE - WWTC	4784.46	
01-12.A013	MAINTENANCE - ENERGY RECOVERY	31.52	
01-12.A022	WWTC - SLUDGE HANDLING	253.58	
01-12.A023	WWTC - ENERGY RECOVERY	411.88	
01-13.A009	OPERATIONS MANAGEMENT	3169.66	
01-13.A042	LAB - PRETREATMENT	872.63	
01-14.A006	ENGINEERING	63.75	
01-14.A062	INSPECTION - CONSTRUCTION OF DGSD PROJECTS	31.52	
		44433.76	44433.76-

GENERAL LEDGER RECAP

DATE 04/23/20

PERIOD END 04/18/20

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Payroll Ending Date: 04/18/20

Payroll Paid Date: 04/24/20

GL Date: 05/31/20

G/L NUMBER	COST DESCRIPTION	DEBIT	CREDIT
01-00.1001	CASH - PAYROLL ACCOUNT		52408.78-
01-00.2000	FEDERAL TAX WITHHELD		8841.28-
01-00.2001	STATE TAX WITHHELD		3733.23-
01-00.2002	SOCIAL SECURITY WITHHELD		6195.58-
01-00.2003	IMRF WITHHELD		3621.79-
01-00.2012	WAGE DEDUCTION ORDER		254.66-
01-00.2013	CREDIT UNION WITHHELD		2214.31-
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION		2906.48-
01-00.2021	FLEXIBLE ACCOUNT WITHHELD - MEDICAL		396.23-
01-00.2022	FLEXIBLE ACCOUNT WITHHELD - DEPENDENT CARE		192.31-
01-00.2024	FLEXIBLE ACCOUNT WITHHELD - PREM CONVERSION		853.75-
01-00.2025	EMPLOYEE INS PREM CONTRIBUTION - POST TAX		337.80-
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA		271.79-
01-00.2027	DEFERRED COMPENSATION WITHHELD - IPPFA ROTH		40.00-
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD		162.27-
01-11.A003	GENERAL MANAGEMENT	1097.02	
01-11.A004	FINANCIAL RECORDS	7294.36	
01-11.A005	ADMINISTRATIVE RECORDS	811.58	
01-11.A006	ENGINEERING	369.74	
01-11.A007	CODE ENFORCEMENT	7396.55	
01-11.A008	SAFETY ACTIVITIES	811.68	
01-12.A006	ENGINEERING	1743.06	
01-12.A011	MAINTENANCE - WWTC	7553.41	
01-12.A013	MAINTENANCE - ENERGY RECOVERY	234.14	
01-12.A014	MAINTENANCE - ELECTRICAL	6131.45	
01-12.A021	WWTC - OPERATIONS	14892.30	
01-12.A022	WWTC - SLUDGE HANDLING	8716.44	
01-12.A023	WWTC - ENERGY RECOVERY	145.78	
01-12.A030	BUILDING AND GROUNDS	3648.46	
01-13.A041	LAB - WWTC	5657.29	
01-13.A048	LAB - ENERGY RECOVERY	53.52	
01-14.A051	SEWER MAINTENANCE	8477.60	
01-14.A054	SEWER MAINTENANCE - BACKUPS AND HIGH FLOWS	619.00	
01-14.A061	INSPECTION - NEW CONSTRUCTION	256.43	
01-14.A062	INSPECTION - CONSTRUCTION OF DGSD PROJECTS	757.44	
01-14.A063	INSPECTION - PERMIT INSPECTIONS	347.16	
01-14.A064	INSPECTION - MISCELLANEOUS	462.45	
01-14.A065	INSPECTION - CONSTR BY VILLAGES, UTILITIES	2816.07	
01-14.A066	INSPECTION - CODE ENFORCEMENT	1199.28	
01-15.A080	LIFT STATION MAINTENANCE	938.05	
		82430.26	82430.26-

GENERAL LEDGER RECAP

DATE 05/04/20

PERIOD END 04/30/20

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Payroll Ending Date: 04/30/20

Payroll Paid Date: 05/04/20

GL Date: 05/31/20

G/L NUMBER	COST DESCRIPTION	DEBIT	CREDIT
01-00.1001	CASH - PAYROLL ACCOUNT		26029.35-
01-00.2000	FEDERAL TAX WITHHELD		3945.89-
01-00.2001	STATE TAX WITHHELD		1759.71-
01-00.2002	SOCIAL SECURITY WITHHELD		2965.72-
01-00.2003	IMRF WITHHELD		1542.04-
01-00.2013	CREDIT UNION WITHHELD		800.00-
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION		848.37-
01-00.2017	VOLUNTARY GROUP LIFE		64.00-
01-00.2020	DEFERRED COMPENSATION WITHHELD - ICMARC		300.00-
01-00.2021	FLEXIBLE ACCOUNT WITHHELD - MEDICAL		62.83-
01-00.2024	FLEXIBLE ACCOUNT WITHHELD - PREM CONVERSION		378.95-
01-00.2025	EMPLOYEE INS PREM CONTRIBUTION - POST TAX		198.03-
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA		213.40-
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD		77.06-
01-11.A001	TRUSTEES	4500.00	
01-11.A003	GENERAL MANAGEMENT	7521.57	
01-11.A004	FINANCIAL RECORDS	455.80	
01-11.A005	ADMINISTRATIVE RECORDS	345.69	
01-11.A007	CODE ENFORCEMENT	11378.98	
01-11.A008	SAFETY ACTIVITIES	167.77	
01-12.A006	ENGINEERING	542.97	
01-12.A009	OPERATIONS MANAGEMENT	3859.13	
01-12.A011	MAINTENANCE - WWTC	4784.46	
01-12.A013	MAINTENANCE - ENERGY RECOVERY	610.30	
01-12.A021	WWTC - OPERATIONS	467.80	
01-12.A022	WWTC - SLUDGE HANDLING	271.48	
01-12.A023	WWTC - ENERGY RECOVERY	101.72	
01-13.A009	OPERATIONS MANAGEMENT	4042.29	
01-14.A006	ENGINEERING	101.72	
01-14.A066	INSPECTION - CODE ENFORCEMENT	33.67	
		39185.35	39185.35-

GENERAL LEDGER RECAP

DATE 05/07/20

PERIOD END 05/02/20

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Payroll Ending Date: 05/02/20

Payroll Paid Date: 05/08/20

GL Date: 05/31/20

G/L NUMBER	COST DESCRIPTION	DEBIT	CREDIT
01-00.1001	CASH - PAYROLL ACCOUNT		53978.78-
01-00.2000	FEDERAL TAX WITHHELD		9469.31-
01-00.2001	STATE TAX WITHHELD		3873.03-
01-00.2002	SOCIAL SECURITY WITHHELD		6422.32-
01-00.2003	IMRF WITHHELD		3760.93-
01-00.2013	CREDIT UNION WITHHELD		2214.31-
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION		3196.92-
01-00.2017	VOLUNTARY GROUP LIFE		224.00-
01-00.2021	FLEXIBLE ACCOUNT WITHHELD - MEDICAL		396.23-
01-00.2022	FLEXIBLE ACCOUNT WITHHELD - DEPENDENT CARE		192.31-
01-00.2024	FLEXIBLE ACCOUNT WITHHELD - PREM CONVERSION		883.15-
01-00.2025	EMPLOYEE INS PREM CONTRIBUTION - POST TAX		337.80-
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA		272.16-
01-00.2027	DEFERRED COMPENSATION WITHHELD - IPPFA ROTH		40.00-
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD		162.27-
01-11.A003	GENERAL MANAGEMENT	968.49	
01-11.A004	FINANCIAL RECORDS	7269.52	
01-11.A005	ADMINISTRATIVE RECORDS	848.02	
01-11.A007	CODE ENFORCEMENT	7260.80	
01-11.A008	SAFETY ACTIVITIES	1166.86	
01-12.A006	ENGINEERING	2112.80	
01-12.A011	MAINTENANCE - WWTC	6711.25	
01-12.A013	MAINTENANCE - ENERGY RECOVERY	105.00	
01-12.A014	MAINTENANCE - ELECTRICAL	6272.07	
01-12.A021	WWTC - OPERATIONS	16659.69	
01-12.A022	WWTC - SLUDGE HANDLING	8790.34	
01-12.A030	BUILDING AND GROUNDS	3646.40	
01-13.A041	LAB - WWTC	5640.59	
01-13.A048	LAB - ENERGY RECOVERY	45.87	
01-14.A051	SEWER MAINTENANCE	8477.60	
01-14.A054	SEWER MAINTENANCE - BACKUPS AND HIGH FLOWS	1005.07	
01-14.A061	INSPECTION - NEW CONSTRUCTION	173.58	
01-14.A062	INSPECTION - CONSTRUCTION OF DGSD PROJECTS	1704.24	
01-14.A063	INSPECTION - PERMIT INSPECTIONS	299.82	
01-14.A064	INSPECTION - MISCELLANEOUS	406.11	
01-14.A065	INSPECTION - CONSTR BY VILLAGES, UTILITIES	3064.07	
01-14.A066	INSPECTION - CODE ENFORCEMENT	331.38	
01-15.A080	LIFT STATION MAINTENANCE	2463.95	
		85423.52	85423.52-

===== VENDOR =====			===== INVOICE =====					
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
AT & T MOBILITY	A000085	05/03/20	831873915	01-15.B112	LS Cell Dialer	53.65	53.65	062374
ADVANCED DISPOSAL	A000153	04/30/20	T8009072	01-12.B102	Garbage & Recycling	305.75	305.75	062375
ALEXANDER CHEMICAL CORPORATION	A000200	05/01/20	24226	01-12.B401	Sodium Hypochlorite	2933.47	2933.47	102193
ALLIED WASTE SERVICE	A000255	04/15/20	055101481679	01-12.B102	Grit Screen Dumpster	825.90	825.90	062376
ALTORFER INDUSTRIES, INC.	A000292	04/30/20	P60C0234148	01-15.B522	College LS Parts	234.10		
		04/30/20	P60C0234149	01-15.B522	College LS Gen Parts	92.53		
		04/29/20	P60C234143	01-15.B522	Coolant & Coolant Heater	223.50		
		04/29/20	P60R0047513	01-15.B522	Returned Items	56.20-		
		04/29/20	P60R0047514	01-15.B522	Returned Items	167.30-		
		04/22/20	PM600289080	01-00.2005	Emer Gen 2 Repair	1497.30	1823.93	102194
SYNCHB/AMAZON	A000295	04/23/20	435688988699	01-12.B513	Ops Supplies	25.99		
		05/04/20	453356369743	01-12.B116	MSB Supplies	47.48		
		04/20/20	457773457873	01-12.B113	Hand Sanitizer	131.72		
		04/23/20	463666343537	01-12.B113	Face Masks	341.20		
		04/23/20	463666343537	01-14.B113	Face Masks	341.20		
		04/24/20	564364948859	01-11.B117	Safety Book For JG	73.98		
		04/20/20	644633897967	01-12.B113	Masks	55.30		
		04/21/20	995975674588	01-12.B113	Face Masks	170.40	1187.27	062377
MARY BETH AUDICKAS	A000541	05/14/20	Rebate SA 58	01-00.2007	SA 58 Rebate	456.80	456.80	062406
BAXTER & WOODMAN, INC.	B000120	05/11/20	0213325	01-00.2005	Stanley Ave Sewer Rehab	360.00		
		04/24/20	0212933	01-00.2005	Outfall Sewer Sag Repair	495.00		
		04/24/20	0212934	01-00.2005	WWTC WAS Thickener	2499.78		
		04/24/20	0212935	01-00.2005	Sludge Storage Bldg	8528.75		
		04/24/20	0212937	01-00.2005	Stanley Ave Sewer Rehab	4180.00		
		04/24/20	0212938	01-00.2005	Sherman St Sewer Replace	7991.25		
		05/11/20	0213318	01-00.2005	Outfall Sewer Sag Repair	35.00		
		05/11/20	0213319	01-00.2005	WWTC WAS Thickener	555.44		
		05/11/20	0213322	01-00.2005	Misc Engineering Services	898.75		
		05/11/20	0213323	01-00.2005	CHP 1 Replacement	21309.88		
		05/11/20	0213324	01-00.2005	Sludge Storage Bldg	1628.75		
		05/11/20	0213326	01-00.2005	Sherman St Sewer Replace	3083.75	51566.35	102195
BRUCKER COMPANY	B000400	04/16/20	158824	01-12.B811	Ops Supplies	56.40	56.40	062378
CALLONE	C000073	05/15/20	1214468	01-11.B112	Admin Phone Service	584.70		
		05/15/20	1214468	01-12.B112	WWTC Phone Service	343.82	928.52	102196
WILLIAM C CAMPBELL	C000075	05/15/20	Reimburse	01-11.B116	Face Masks	259.80		
		05/15/20	Reimburse	01-12.B113	Face Masks	321.60		
		05/15/20	Reimburse	01-13.B116	Face Masks	60.30		
		05/15/20	Reimburse	01-14.B113	Face Masks	160.80	802.50	102197
CentralSquare Technologies	C000127	05/01/20	275040	01-14.B115	Lucity Software	4219.82	4219.82	102198
CINTAS #344	C000300	04/24/20	4048906717	01-12.B117	WWTC Uniform Rental	61.97		
		04/24/20	4048906717	01-14.B117	SS Uniform Rental	13.56		
		05/01/20	4049459318	01-12.B117	WWTC Uniform Rental	61.97		
		05/01/20	4049459318	01-14.B117	SS Uniform Rental	13.56		
		05/08/20	4050025336	01-12.B117	WWTC Uniform Rental	61.97		
		05/08/20	4050025336	01-14.B117	SS Uniform Rental	13.56	226.59	062379
COMCAST	C000373	05/03/20	201200550568	01-11.B112	Internet Serv - Upgraded	547.75	547.75	062380

01 GENERAL FUND STANDARD CHECK REGISTER FOR 05/19/20

Date: 05/15/20
Time: 12:11pm

===== VENDOR =====			===== INVOICE =====					
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
COMED	C000380	04/14/20	0055025057	01-15.B100	College LS Elec	223.84		
		04/14/20	0068029014	01-15.B100	Centex LS Elec	79.62		
		04/14/20	0120089072	01-15.B100	Wroble LS Elec	415.03		
		04/14/20	0458029046	01-15.B100	Liberty Park LS Elec	252.20		
		04/21/20	0562080004	01-15.B100	Venard LS Elec	305.62		
		04/14/20	1095091170	01-15.B100	Northwest LS Elec	693.81		
		04/21/20	1108062005	01-11.B100	Admin Elec	167.82		
		04/21/20	1108062005	01-12.B100	WWTC Elec	4027.56		
		04/30/20	1108062005-1	01-11.B100	Admin Elec	167.82		
		04/30/20	1108062005-1	01-12.B100	WWTC Elec	4711.43		
		04/14/20	1810068039	01-15.B100	Earlston LS Elec	188.07		
		04/14/20	3240038012	01-15.B100	Butterfield LS Elec	106.18		
		04/14/20	4657083017	01-15.B100	Hobson LS Elec	1225.92		
		04/23/20	6770572011	01-00.2005	BSSRAP Contrct Elec Use	219.17		
		04/23/20	6770572011	01-12.B100	Walnut House Elec	73.00		
CONCENTRIC INTEGRATION, LLC	C000410	04/23/20	8762083052	01-12.B100	Big Top Elec	89.14	12946.23	062381
		04/24/20	0212932	01-11.B115	Windows 19 & Adobe Prf	1227.20		
		04/29/20	0213204	01-00.2005	Support Services	4239.38		
		04/29/20	0213217	01-00.2005	Exc Flow Brdg Cntrl Pnl	16808.62		
		05/08/20	0213246	01-00.2005	Exc Flow Clar Brdg Enclsr	5000.00		
		05/11/20	0213320	01-00.2005	Support Services	1030.76		
COVERALL NORTH AMERICA, INC	C000557	05/11/20	0213321	01-15.B529	Break Fix LS Com	152.00	28457.96	102199
		04/14/20	1010657695	01-12.B812	WWTC Cleaning Service Apr	304.00		
		04/14/20	1010657695	01-13.B115	Lab Cleaning Service Apr	157.00		
		04/14/20	1010657697	01-11.B118	Admin Cleaning Serv April	396.00		
		05/01/20	1010659000	01-12.B812	WWTC Cleaning Service May	304.00		
		05/01/20	1010659000	01-13.B115	Lab Cleaning Service May	157.00		
CUMMINS NPOWER, LLC	C000650	05/01/20	1010659002	01-11.B118	Admin Cleaning Serv May	429.00	1747.00	102200
		03/16/20	F2-56708	01-00.2005	Ops Vehicle Repairs	1095.83		
CURTIS MARTIN GROUP, INC.	C000660	03/16/20	F2-57271	01-00.2005	Ops Vehicle Repairs	715.66	1811.49	062382
		04/20/20	7549	01-00.2005	Manual Register AP Fix	240.00		
		04/28/20	7563	01-00.2005	PR Deduct & Pension Rep	840.00		
		05/04/20	7574	01-00.2005	PR Issues Fixed	600.00		
		05/11/20	7594	01-11.B115	PR Error Fix	120.00		
		05/13/20	7600	01-11.B115	UnForm Doc Maint Renew	539.00	2339.00	102201
DAHM ENTERPRISES, INC	D000028	04/27/20	763	01-12.B131	Sludge Removal	46777.50	46777.50	102232
DELTA SONIC	D000220	04/03/20	10045319	01-11.C225	Admin Vehcile Washes	8.33		
		04/03/20	10045319	01-12.C225	WWTC Vehicle Washes	24.99		
		04/03/20	10045319	01-14.C225	SS Vehicle Washes	41.65	74.97	062383
DIRECT ENERGY BUSINESS	D000227	04/17/20	1685321	01-15.B100	College LS Elec	150.15		
		04/20/20	1685323	01-15.B100	Wroble LS Elec	506.33		
		04/27/20	1685325	01-15.B100	Venard LS Elec	323.27		
		04/20/20	1685326	01-15.B100	Northwest LS Elec	874.76		
		04/30/20	1685327	01-11.B100	Admin Elec	135.54		
		04/30/20	1685327	01-12.B100	WWTC Elec	3252.90		
		04/20/20	1685330	01-15.B100	Hobson LS Elec	1354.05	6597.00	062384

===== VENDOR =====			===== INVOICE =====					
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
VILLAGE OF DOWNERS GROVE	D000480	04/17/20	161225	01-11.C222	Admin Vehicle Fuel	39.52		
		04/17/20	161225	01-12.B104	Generator Fuel	215.80		
		04/17/20	161225	01-12.B812	Gas Can Fuel	35.37		
		04/17/20	161225	01-12.C222	WWTC Vehicle Fuel	679.14		
		04/17/20	161225	01-13.C222	Lab Vehicle Fuel	35.27		
		04/17/20	161225	01-14.C222	SS Vehicle Fuel	714.59		
		04/17/20	161226	01-11.B121	Meter Readings	419.36		
		04/30/20	C2027270001	01-12.B102	WWTC Water Usage	356.94		
		04/30/20	C2027271001	01-11.B102	Admin Water Usage	37.19	2533.18	062385
DRYDON EQUIPMENT INC.	D000540	04/14/20	24320	01-12.B502	Hypo Pump 1&2 Parts	208.79	208.79	102202
EYE MED VISION CARE	E000600	05/01/20	164311684	01-17.E455	Vision Insurance	444.29	444.29	062386
FIRST ENVIRONMENTAL LAB	F000140	04/22/20	154193	01-13.B123	April Biosolids	229.20	229.20	102203
FULLIFE LLC	F000440	04/01/20	52169	01-12.B117	MR Jacket	37.00	37.00	062387
GEORGE'S LANDSCAPING	G000260	04/30/20	Mowing	01-11.B118	Admin Center Mowing	197.74		
		04/30/20	Mowing	01-12.B812	WWTC Mowing	1220.10		
		04/30/20	Mowing	01-15.B820	Butterfield LS Mowing	63.10		
		04/30/20	Mowing	01-15.B821	Centex LS Mowing	63.10		
		04/30/20	Mowing	01-15.B823	Earlston LS Mowing	63.10		
		04/30/20	Mowing	01-15.B824	Hobson LS Mowing	63.10		
		04/30/20	Mowing	01-15.B825	Lib Park LS Mowing	63.10		
		04/30/20	Mowing	01-15.B826	NW LS Mowing	63.10		
		04/30/20	Mowing	01-15.B827	Venard LS Mowing	63.10		
		04/30/20	Mowing	01-15.B828	Wroble LS Mowing	63.10	1922.64	102204
REVERE ELECTRIC	G000410	04/28/20	S4130752.001	01-12.B502	Brine Tank Parts	126.41		
		04/28/20	S4130752.002	01-12.B502	Brine Tank Parts	42.86		
		04/28/20	S4130752.003	01-12.B502	Brine Tank Parts	6.80	176.07	062388
W. W. GRAINGER, INC.	G000520	04/17/20	9507873009	01-12.B513	See Sheet	89.11		
		04/21/20	9510186159	01-15.B524	See Sheet	11.60		
		04/22/20	9512350654	01-12.B512	See Sheet	130.80		
		04/25/20	9512417735	01-12.B502	See Sheet	14.20		
		04/24/20	9514592246	01-14.B116	See Sheet	220.00		
		04/30/20	9518999132	01-12.B512	See Sheet	116.68		
		05/04/20	9522225474	01-14.B116	See Sheet	160.00-		
		05/11/20	9527969639	01-11.B116	See Sheet	200.30		
		05/11/20	9527969639	01-12.B113	See Sheet	200.31		
		05/12/20	9530378992	01-12.B502	See Sheet	140.59		
		05/13/20	9531085935	01-14.B116	See Sheet	51.96	1015.55	102205
JESSICA GWOZDZ	G000630	04/30/20	Reimburse	01-11.B116	Face Mask Samples	20.00		
		05/07/20	Reimburse 2	01-11.B117	Safety Prof Membership	215.00	235.00	102206
HML, INC.	H000035	04/09/20	76424	01-13.B123	Mar Pathogen Biosolid	1000.00		
		05/12/20	76842	01-13.B123	Salmonella Testing	480.00	1480.00	062389
HOME DEPOT	H000400	05/12/20	5023177	01-12.B502	See Sheet	46.42		
		04/30/20	7015382	01-11.B118	See Sheet	3.98		
		04/29/20	8015156	01-11.B118	See Sheet	98.04	148.44	062390
IMPACT NETWORKING INC.	I000400	05/14/20	1789477	01-11.B115	Copier	58.55	58.55	102207
INFOSEND, INC.	I000415	04/30/20	171061	01-11.B121	Customer Bill Mailings	3355.02	3355.02	102208

===== VENDOR =====			===== INVOICE =====					
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
KANSAS CITY LIFE INSURANCE CO	K000045	05/06/20	14887	01-17.E455	Life Insurance	368.00	368.00	102209
LAI, LTD	L000012	05/11/20	20-17290	01-12.B506	Prim Sldg Vlv 1 Part	4723.63		
		04/22/20	20-17304	01-00.2005	Grit Pumps 1&2 Part	1289.00	6012.63	102210
LOU'S GLOVES	L000300	04/21/20	035094	01-12.B113	Gloves	90.00	90.00	102211
MARCOTT ENTERPRISES, INC.	M000115	04/29/20	18559	01-00.2005	Sand Delivery	999.50	999.50	102212
ALEX J MARTEL III	M000215	05/14/20	Rebate SA 58	01-00.2007	SA 58 Rebate	456.80	456.80	062407
MCMMASTER-CARR SUPPLY COMPANY	M000360	04/20/20	38384915	01-12.B116	Safety Supplies	307.09		
		05/04/20	39056254	01-11.B118	Safety Sheild Front Cntr	819.68	1126.77	102213
MOTION INDUSTRIES, INC.	M000750	04/22/20	IL10-685073	01-12.B503	Exc Tank Cross Col Parts	85.53		
		04/24/20	IL10-685289	01-12.B503	Exc Tank Cross Col Parts	41.26	126.79	102214
NCPERS GROUP LIFE INSURANCE	N000010	04/13/20	3266052020	01-00.2017	Vol Life Insurance	304.00	304.00	102215
NEW YORK BLOWER COMPANY	N000263	04/13/20	7605955	01-15.B824	Freight Charges	111.27	111.27	062391
NICOR GAS	N000330	04/16/20	2833584	01-12.B101	Walnut House Gas	92.61		
		04/16/20	3892638	01-11.B101	Admin Center Gas	114.24		
		04/16/20	4440979	01-12.B101	Plant Gas	245.43		
		04/16/20	4664113	01-12.B101	Chem Feed Gas	84.33		
		04/16/20	4782107	01-12.B101	Plant 2 Gas	129.09	665.70	062392
NISSAN ENERGY INC	N000350	04/28/20	176	01-00.2005	CHP Parts	9959.19		
		04/29/20	177	01-00.2005	CHP Parts	583.56	10542.75	102216
GEOFFREY D OLKIEWICZ	O000335	05/14/20	Rebate SA 58	01-00.2007	SA 58 Rebate	456.80	456.80	062408
PACE ANALYTICAL	P000010	04/22/20	2040082556	01-13.B123	April WPD Testing	115.00	115.00	102217
PHENOVA	P000360	03/24/20	261349	01-00.2005	Lab Chemicals	814.88	814.88	102218
POLYDYNE INC.	P000395	04/30/20	1452369	01-12.B402	Belt Press Polymer	2142.54	2142.54	102219
PORTABLE JOHN, INC	P000410	04/01/20	243092	01-12.B116	April Service	194.51		
		04/29/20	243821	01-12.B116	May Service	164.51	359.02	102220
PORTER PIPE AND SUPPLY CO.	P000420	04/29/20	12056317-00	01-12.B502	Brine Tank Parts	65.48		
		05/06/20	12057305-00	01-12.B504	Grit Pump 1&2 Parts	510.00		
		05/06/20	12059601-00	01-12.B502	Hypo Brine Tank Parts	86.70	662.18	102221
PRINCIPAL LIFE INSURANCE CO	P000650	04/17/20	1093099	01-17.E455	Dental Insurance	2542.97	2542.97	102222
* R. J. O'NEIL, INC.	R000008	04/29/20	4	01-00.2005	WAS Thickener Proj	19299.60	19299.60	062393
RENTAL MAX L.L.C.	R000250	04/29/20	409869-5	01-12.B502	Hypo Brine Tank Repair	240.80	240.80	062394
SAFETY-KLEEN SYSTEMS, INC.	S000050	04/27/20	82799621	01-12.B116	MSB Supplies	295.70	295.70	102223
SEAWAY SUPPLY CO.	S000200	05/04/20	155607	01-12.B113	Sanitizer & Masks	623.36		
		05/01/20	156574	01-12.B116	MSB Supplies	99.93		
		05/11/20	156900	01-12.B116	MSB Supplies	87.60	810.89	102224
CARLY SHAW	S000305	05/05/20	Reimburse	01-12.B116	Vacuum Parts	43.38	43.38	102225
SIGNS NOW	S000390	11/17/19	SN195-56780	01-12.B812	Net Zero Sign Bal Due	128.35	128.35	062395
SPENCER RENTALS, LLC	S000521	05/14/20	Rebate SA 58	01-00.2007	SA 58 Rebate	456.80	456.80	062409
SPRING GREEN LAWN CARE	S000550	04/09/20	6364153	01-11.B118	Lawn Treatment	62.00	62.00	062396
STEPHENS PLUMBING AND	S000680	04/30/20	220417	01-14.B910	Shear Repair	369.45	369.45	062397
SUBURBAN LIFE PUBLICATIONS	S000867	04/30/20	10071279	01-11.B124	Legal Publication	97.10	97.10	062398
TARGET SOLUTIONS LEARNING LLC	T000065	03/31/20	TSInv 34959	01-11.B115	Safety - Learning Prog	1755.00	1755.00	102226
TERRACE SUPPLY COMPANY	T000250	04/30/20	01010995	01-12.B116	Cylinder Rental	51.00	51.00	102227
TRAVELERS	T000440	04/23/20	7100M3232	01-17.E452	Liability Policy	5405.00	5405.00	062399
USABLUBOOK	U000150	02/21/20	152096	01-12.B402	Ops Supplies	110.03	110.03	062400
UNITED PARCEL SERVICE	U000300	05/09/20	3Y0091190	01-13.B123	Overnight Ship Samples	19.08	19.08	062401

* Voiding this check to R.J. O'Neil. There are duplicate vendors, one set up for ACH payments and the other is not. This one was not set up for ACH. Updated Vendor and reissued payment as a manual so that we can send via ACH.

===== VENDOR =====			===== INVOICE =====					
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
UNO CONSTRUCTION CO., INC.	U000450	04/30/20	10	01-14.B910	BSSRAP Repair Proj	37299.47		
		05/07/20	1118	01-12.B502	Brine Tank Repair	894.00	38193.47	102228
VERIZON WIRELESS	V000135	05/01/20	543042956	01-12.B112	WWTC Tablet Service	118.05		
		05/01/20	543042956	01-14.B112	SS Tablet Service	87.48		
		05/01/20	543042956	01-15.B112	LS Tablet Service	36.01		
		04/28/20	785846626	01-11.B112	Admin Cell Service	283.64		
		04/28/20	785846626	01-12.B112	WWTC Cell Service	1039.93		
		04/28/20	785846626	01-14.B112	SS Cell Service	477.49		
		04/28/20	785846626	01-15.B112	LS Cell Service	268.92	2311.52	062402
VERMEER-ILLINOIS INC.	V000138	04/24/20	PE8431	01-00.2005	Bio Equipment Repair	2392.33	2392.33	062403
VESCO MIDWEST	V000141	04/17/20	263687	01-00.2005	Digester 3 Exhaust Fans	1450.00	1450.00	062410
WAGNER COMMUNICATIONS, INC	W000070	05/01/20	200500353	01-11.B112	Answering Service	695.95	695.95	102229
WESTFAX	W000350	04/30/20	1355422	01-11.B112	EFax Service	8.99	8.99	102230
VILLAGE OF WESTMONT	W000450	05/07/20	716375	01-11.B121	Meter Readings	370.01	370.01	062404
WIEDEL, PHILIPP, INDELICATO	W000551	04/02/20	984	01-11.B124	Legal Services	210.00	210.00	062405
						=====	=====	
Total Payments:						261904.03	261904.03	
ACH Payments Total:						235981.81	.00	
Check Payments Total:						25922.22	261904.03	

01 GENERAL FUND MANUAL CHECK REGISTER FOR 05/19/20

Date: 05/15/20

Time: 12:11pm

===== VENDOR =====			===== INVOICE =====					
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
AT&T	A000075	05/01/20	0812676875	01-11.B112	DSL Internet	74.46	74.46	102172
CHASE	B000050	04/13/20	PR 04/04/20	01-00.2000	Fed Tax	9025.75		
		04/13/20	PR 04/04/20	01-00.2002	Empl Soc Sec Tax	6299.87		
		04/13/20	PR 04/04/20	01-17.E461	Emplr Soc Sec Tax	6299.90	21625.52	102157
CHASE	B000050	04/20/20	SPR 04/15/20	01-00.2000	Fed Tax	5102.70		
		04/20/20	SPR 04/15/20	01-00.2002	Empl Soc Sec Tax	3365.88		
		04/20/20	SPR 04/15/20	01-17.E461	Emplr Soc Sec Tax	3365.89	11834.47	102161
CHASE	B000050	04/27/20	PR 04/18/20	01-00.2000	Fed Tax	8841.28		
		04/27/20	PR 04/18/20	01-00.2002	Empl Soc Sec Tax	6195.58		
		04/27/20	PR 04/18/20	01-17.E461	Emplr Soc Sec Tax	6195.59	21232.45	102166
CHASE	B000050	05/08/20	SPR 04/30/20	01-00.2000	Fed Tax	3945.89		
		05/08/20	SPR 04/30/20	01-00.2002	Empl Soc Sec Tax	2965.72		
		05/08/20	SPR 04/30/20	01-17.E461	Emplr Soc Sec Tax	2965.74	9877.35	102180
CHASE	B000050	05/11/20	PR 05/02/20	01-00.2000	Fed Tax	9469.31		
		05/11/20	PR 05/02/20	01-00.2002	Empl Soc Sec Tax	6422.32		
		05/11/20	PR 05/02/20	01-17.E461	Emplr Soc Sec Tax	6422.32	22313.95	102185
BIOTEK CORPORATION	B000220	04/24/20	70840	01-00.2005	Bioscrub & Dispenser	259.56	259.56	062317
D.G. SANIT DIST #XXXXXXXXX1117	D000400	05/20/20	Reimburse	01-00.1001	PR Acct Reimburse	212146.96	212146.96	102191
D.G. SANIT DIST #XXXXXXXXX1114	D000420	05/20/20	Reimburse	01-05.3001	User Refund Acct Reimburs	2260.78	2260.78	102190
D.G. SANIT DIST #XXXXXXXXX1112	D000440	05/20/20	Reimburse	01-11.B117	Check Returned IAWA	120.00-		
		05/20/20	Reimburse	01-14.B910	BSSRAP Rodding Refund	371.32	251.32	102192
DUPAGE CREDIT UNION	D000650	04/10/20	PR 04/04/20	01-00.2013	Empl Authorized W/Holding	2214.31	2214.31	102159
DUPAGE CREDIT UNION	D000650	04/17/20	SPR 04/15/20	01-00.2013	Empl Authorized W/Holding	800.00	800.00	102165
DUPAGE CREDIT UNION	D000650	04/24/20	PR 04/18/20	01-00.2013	Empl Authorized W/Holding	2214.31	2214.31	102168
DUPAGE CREDIT UNION	D000650	05/04/20	SPR 04/30/20	01-00.2013	Empl Authorized W/Holding	800.00	800.00	102177
DUPAGE CREDIT UNION	D000650	05/08/20	PR 05/02/20	01-00.2013	Empl Authorized W/Holding	2214.31	2214.31	102183
HEALTH CARE SERVICE CORP.	H000190	04/28/20	165585	01-17.E455	Health Insurance	40751.18	40751.18	102173
ILLINOIS DEPARTMENT OF REVENUE	I000240	04/13/20	PR 04/04/20	01-00.2001	State Tax	3793.82	3793.82	102158
ILLINOIS DEPARTMENT OF REVENUE	I000240	04/20/20	SPR 04/15/20	01-00.2001	State Tax	1961.85	1961.85	102162
ILLINOIS DEPARTMENT OF REVENUE	I000240	04/27/20	PR 04/18/20	01-00.2001	State Tax	3733.23	3733.23	102167
ILLINOIS DEPARTMENT OF REVENUE	I000240	05/08/20	SPR 04/30/20	01-00.2001	State Tax	1759.71	1759.71	102181
ILLINOIS DEPARTMENT OF REVENUE	I000240	05/11/20	PR 05/02/20	01-00.2001	State Tax	3873.03	3873.03	102186
ILLINOIS MUNICIPAL	I000300	05/08/20	Pension	01-00.2003	Empl Pension Deposit	11197.22		
		05/08/20	Pension	01-00.2014	Empl Vol Pension Deposit	9486.74		
		05/08/20	Pension	01-17.E460	Emplr Pension Deposit	26301.05	46985.01	102171
INVOICE CLOUD	I000750	05/10/20	607-2020-4	01-11.B121	Biller Portal Fees	354.30	354.30	102187
MIDAMERICA ADMIN HRA ACCOUNT	M000557	04/27/20	HRA Funds	01-17.E455	HRA Acct Funding	600.00	600.00	102170
NCPERS GROUP LIFE INSURANCE	N000010	05/06/20	3266042020	01-00.2005	April Vol Life Insurance	304.00	304.00	102182
PETTY CASH	P000350	05/07/20	Cash Box	01-00.2005	Replace Check Apr CO	97.72	97.72	062318
R. J. O'NEIL, INC.	R000008	05/19/20	4	01-00.2005	WAS Thickener Proj	19299.60	19299.60	102233
SELECTIVE INSURANCE COMPANY	S000210	05/14/20	417-147-515	01-17.E452	Commercial & WC Policy	198315.91	198315.91	102189
SUSTAINABLE GENERATION, LLC	S000900	05/14/20	Compost20	01-12.B501	Biosolid Demo Project	25000.00	25000.00	102188
TRANSAMERICA RETIREMENT	T000415	04/10/20	PR 04/04/20	01-00.2026	Def Comp IPPFA	334.58		
		04/10/20	PR 04/04/20	01-00.2027	Def Comp IPPFA Roth	40.00		
		04/10/20	PR 04/04/20	01-00.2028	Def Comp Loan Repay IPPFA	162.27	536.85	102160
TRANSAMERICA RETIREMENT	T000415	04/17/20	SPR 04/15/20	01-00.2026	Def Comp IPPFA	1213.27		

01 GENERAL FUND MANUAL CHECK REGISTER FOR 05/19/20

Date: 05/15/20
Time: 12:11pm

===== VENDOR =====		===== INVOICE =====							
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO	
		04/17/20	SPR 04/15/20	01-00.2028	Def Comp Loan Repay IPPFA	77.06	1290.33	102163	
TRANSAMERICA RETIREMENT	T000415	04/24/20	PR 04/18/20	01-00.2026	Def Comp IPPFA	271.79			
		04/24/20	PR 04/18/20	01-00.2027	Def Comp IPPFA Roth	40.00			
		04/24/20	PR 04/18/20	01-00.2028	Def Comp Loan Repay IPPFA	162.27	474.06	102169	
TRANSAMERICA RETIREMENT	T000415	05/04/20	SPR 04/30/20	01-00.2026	Def Comp IPPFA	213.40			
		05/04/20	SPR 04/30/20	01-00.2028	Def Comp Loan Repay IPPFA	77.06	290.46	102178	
TRANSAMERICA RETIREMENT	T000415	05/08/20	PR 05/02/20	01-00.2026	Def Comp IPPFA	272.16			
		05/08/20	PR 05/02/20	01-00.2027	Def Comp Roth IPPFA	40.00			
		05/08/20	PR 05/02/20	01-00.2028	Def Comp Loan Repay IPPFA	162.27	474.43	102184	
US DEPARTMENT OF	U000050	04/10/20	PR 04/04/20	01-00.2012	Wage Deduction	254.66	254.66	062315	
US DEPARTMENT OF	U000050	04/24/20	PR 04/18/20	01-00.2012	Wage Deduction	254.66	254.66	062316	
VANTAGEPOINT TRANSFER AGENTS	V000120	04/17/20	SPR 04/15/20	01-00.2020	Def Comp ICMARC	300.00	300.00	102164	
VANTAGEPOINT TRANSFER AGENTS	V000120	05/04/20	SPR 04/30/20	01-00.2020	Def Comp ICMARC	300.00	300.00	102179	
Zoom Inc.	Z000200	04/27/20	P-18449712	01-11.B115	Zoom Meeting Service	40.00	40.00	102176	
						=====	=====		
Total Payments:						661164.56	661164.56		
ACH Payments Total:						660297.96	.00		
Check Payments Total:						866.60	661164.56		



02 IMPROVEMENT FUND STANDARD CHECK REGISTER FOR 05/19/20

Date: 05/15/20
Time: 12:11pm

===== VENDOR =====			===== INVOICE =====					
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
BAXTER & WOODMAN, INC.	B000120	04/24/20	0212936	02-00.2005	Unsewered Plan Area	5892.50	5892.50	102231
						=====	=====	
					Total Payments:	5892.50	5892.50	
					ACH Payments Total:	5892.50	.00	
					Check Payments Total:	.00	5892.50	

DATE _____

REVIEWED _____

TRUSTEE APPROVAL _____
PRESIDENT

CLERK

G/L NUMBER	COST ACCTG DESCRIPTION	DEBIT	CREDIT
01-00.1000	CASH		923068.59
01-00.1001	CASH - PAYROLL ACCOUNT	212146.96	
01-00.2000	FEDERAL TAX WITHHELD	36384.93	
01-00.2001	STATE TAX WITHHELD	15121.64	
01-00.2002	SOCIAL SECURITY WITHHELD	25249.37	
01-00.2003	IMRF WITHHELD	11197.22	
01-00.2005	CLEARING	121302.41	
01-00.2007	REBATES PAYABLE	1827.20	
01-00.2012	WAGE DEDUCTION ORDER	509.32	
01-00.2013	CREDIT UNION WITHHELD	8242.93	
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION	9486.74	
01-00.2017	VOLUNTARY GROUP LIFE	304.00	
01-00.2020	DEFERRED COMPENSATION WITHHELD - ICMARC	600.00	
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA	2305.20	
01-00.2027	DEFERRED COMPENSATION WITHHELD - IPPFA ROTH	120.00	
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD	640.93	
01-05.3001	USER RECEIPTS	2260.78	
01-11.B100	ELECTRICITY	471.18	
01-11.B101	NATURAL GAS	114.24	
01-11.B102	WATER, GARBAGE AND OTHER UTILITIES	37.19	
01-11.B112	COMMUNICATION	2195.49	
01-11.B115	EQUIPMENT/EQUIPMENT REPAIR	3739.75	
01-11.B116	SUPPLIES	480.10	
01-11.B117	EMPLOYEE/DUTY COSTS	168.98	
01-11.B118	BUILDING AND GROUNDS	2006.44	
01-11.B121	USER BILLING MATERIALS	4498.69	
01-11.B124	CONTRACT SERVICES	307.10	
01-11.C222	GAS/FUEL	39.52	
01-11.C225	OPERATION/REPAIR	8.33	
01-12.B100	ELECTRICITY	12154.03	
01-12.B101	NATURAL GAS	551.46	
01-12.B102	WATER, GARBAGE AND OTHER UTILITIES	1488.59	
01-12.B104	FUEL - GENERATORS	215.80	
01-12.B112	COMMUNICATION	1501.80	
01-12.B113	EMERGENCY/SAFETY EQUIPMENT	1933.89	
01-12.B116	SUPPLIES	1291.20	
01-12.B117	EMPLOYEE/DUTY COSTS	222.91	
01-12.B131	SLUDGE HAULING/DISPOSAL SERVICES	46777.50	
01-12.B401	CHEMICALS - DISINFECTION	2933.47	
01-12.B402	CHEMICALS - SLUDGE DEWATERING	2252.57	
01-12.B501	EQPT/EQPT REPAIR - BIOSOLIDS AGING & DISPOSAL	25000.00	
01-12.B502	EQPT/EQPT REPAIR - DISINFECTION	1873.05	
01-12.B503	EQPT/EQPT REPAIR - EXCESS FLOW	126.79	
01-12.B504	EQPT/EQPT REPAIR - GRIT REMOVAL	510.00	
01-12.B506	EQPT/EQPT REPAIR - PRIMARY TREATMENT	4723.63	
01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	247.48	

G/L NUMBER	COST ACCTG DESCRIPTION	DEBIT	CREDIT
01-12.B513	EQPT/EQPT REPAIR - WWTC UTILITIES	115.10	
01-12.B811	BLDG AND GROUNDS - TERTIARY TREATMENT	56.40	
01-12.B812	BLDG AND GROUNDS - WWTC GENERAL	1991.82	
01-12.C222	GAS/FUEL	679.14	
01-12.C225	OPERATION/REPAIR	24.99	
01-13.B115	EQUIPMENT/EQUIPMENT REPAIR	314.00	
01-13.B116	SUPPLIES	60.30	
01-13.B123	OUTSIDE LAB SERVICES	1843.28	
01-13.C222	GAS/FUEL	35.27	
01-14.B112	COMMUNICATION	564.97	
01-14.B113	EMERGENCY/SAFETY EQUIPMENT	502.00	
01-14.B115	EQUIPMENT/EQUIPMENT REPAIR	4219.82	
01-14.B116	SUPPLIES	111.96	
01-14.B117	EMPLOYEE/DUTY COSTS	40.68	
01-14.B910	SEWER SYSTEM REPAIRS - BSSRAP PROGRAM	38040.24	
01-14.C222	GAS/FUEL	714.59	
01-14.C225	OPERATION/REPAIR	41.65	
01-15.B100	ELECTRICITY	6698.85	
01-15.B112	COMMUNICATION	358.58	
01-15.B522	EQPT/EQPT REPAIR - COLLEGE	326.63	
01-15.B524	EQPT/EQPT REPAIR - HOBSON	11.60	
01-15.B529	EQPT/EQPT REPAIR - LIFT STATIONS GENERAL	152.00	
01-15.B820	BLDG AND GROUNDS - BUTTERFIELD	63.10	
01-15.B821	BLDG AND GROUNDS - CENTEX	63.10	
01-15.B823	BLDG AND GROUNDS - EARLSTON	63.10	
01-15.B824	BLDG AND GROUNDS - HOBSON	174.37	
01-15.B825	BLDG AND GROUNDS - LIBERTY PARK	63.10	
01-15.B826	BLDG AND GROUNDS - NORTHWEST	63.10	
01-15.B827	BLDG AND GROUNDS - VENARD	63.10	
01-15.B828	BLDG AND GROUNDS - WROBLE	63.10	
01-17.E452	LIABILITY/PROPERTY	203720.91	
01-17.E455	EMPLOYEE GROUP HEALTH	44706.44	
01-17.E460	IMRF	26301.05	
01-17.E461	SOCIAL SECURITY	25249.44	
02-00.1000	CASH		5892.50-
02-00.2005	CLEARING	5892.50	
		=====	
		928961.09	928961.09-

Vendor	Invoice Date	Amount	Coding	Coding Description	Purchase Location	Emp.	Procurement	Project Name (If applicable)	Item Description
Grainger	04/17/20	\$89.11	01-12.B513	EQPT/EQPT REPAIR - WWTC UTILITIES	Delivered	NW		CHP Dump Radiator Cleaning	Chemical Sprayer
Grainger	04/21/20	\$11.60	01-15.B524	EQUIP/EQUIP REPAIR - HOBSON	In-Store	RF		Hobson PLC	Lithium Battery
Grainger	04/22/20	\$130.80	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	MR		Electrical Repair Supplies	(10) Control Fuses
Grainger	04/23/20	\$14.20	01-12.B502	EQPT/EQPT REPAIR - DISINFECTION	In-Store	AC		Hypo Pump 2 Overhaul	Oil Seals
Grainger	04/24/20	\$220.00	01-14.B116	SEWER SYSTEM SUPPLIES	Delivered	JPB		System Garage Lighting Upgrade	LED Light Bulbs (40)
Grainger	04/30/20	\$116.68	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	JPB		Maintenance Repair Supplies	Hardware & Plumbing Supplies
Grainger	05/04/20	-\$160.00	01-14.B116	SEWER SYSTEM SUPPLIES	Delivered	JPB		System Garage Lighting Upgrade	LED Light Bulbs (Credit)
Grainger	05/11/20	\$200.30	01-11.B116	ADMIN SUPPLIES	Delivered	JPB		Safety Mirrors- Same Invoice	Safety Mirrors
Grainger	05/11/20	\$200.31	01-12.B113	WWTC EMERGENCY/SAFETY EQUIPMENT	Delivered	JPB		Split 50/50 WWTC & Administration	Safety Mirrors
Grainger	05/12/20	\$140.59	01-12.B502	EQPT/EQPT REPAIR - DISINFECTION	Delivered	NW		Hypo Bldg. Brine Tank Supply Water	Pex Tube, PVC Fittings & Hardware
Grainger	05/13/20	\$51.96	01-14.B116	SEWER SYSTEM SUPPLIES	Delivered	MR		System Garage Lighting Upgrade	Electronic Ballasts (6)
Home Depot	05/12/20	\$46.42	01-12.B502	EQPT/EQPT REPAIR - DISINFECTION	In-Store	NW		Hypo Bldg. Brine Tank Supply Water	PEX Fittings
Home Depot	04/30/20	\$3.98	01-11.B118	ADMIN BUILDING & GROUNDS	In-Store	CP		Amy's Office Painting	Door Stop Bumper
Home Depot	04/29/20	\$98.04	01-11.B118	ADMIN BUILDING & GROUNDS	In-Store	CP		Amy's Office Painting	Paint & Painting Supplies
Home Depot	05/11/20	\$49.83	01-11.B116	ADMIN SUPPLIES	Delivered	JPB		Safety Mirrors	(3) 12" Round Mirrors

Date: 5/15/2020

Due Date: 5/19/2020

Invoice #: Reimburse

Petty Cash Checking Reimbursement

D-440

Date	Purchased From	Description	Code	Amount	Ck No.
04/22/20	Elena Roberts	BSSRP Rodding Refund	14.B910	371.32	3648
05/15/20	Adjustment for April CO	Returned Check - VOIDED	11.B117	-120.00	3644

Total Receipts/Reimbursement 251.32

Expense by code

14.B910	371.32
11.B117	-120.00
	<u>251.32</u>

Check to IAWA issued 3/10/20 was returned due to cancelled meeting. Sue Testin voided the transaction but we need to adjust the \$120 from the reimbursement to make the bank balances correct. We already reimbursed the amount prior to receiving the check back from them. This reimbursement was in April C.O.

DOWNERS GROVE SANITARY DISTRICT

M E M O

TO: Board of Trustees

FROM: Amy R. Underwood
General Manager

DATE: May 15, 2020

RE: Election and Appointments

Staff recommends that the Board conduct the following elections and make the following appointments for Fiscal Year 2020-2021 at the May 19 meeting:

Nominate and elect President

Nominate and elect Vice President

Nominate and elect Clerk

Appoint Assistant Clerk

Appoint General Manager

Appoint Treasurer

Appoint engineering firm for District sewer system and Wastewater Treatment Center

Appoint law firm as attorneys for the District

Appoint members of the Board of Local Improvements

As a reference, I have also attached the pertinent excerpt of the minutes from the May 21, 2019 meeting.

cc: KJR, RTJ, MJS, WCC, MGP

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, May 21, 2019, 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. Sejnost, Trustee Paul W. Coultrap, Administrative Supervisor W. Clay Campbell, Sewer Construction Supervisor Ted Cherwak, Inspector Keith W. Shaffner and Information Coordinator Alyssa J. Caballero.

Minutes of Regular Meeting – April 15, 2019

A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the minutes of the regular meeting held on April 15, 2019 as presented and authorizing the President and Clerk to sign same. The motion carried.

Minutes of Executive Session – April 15, 2019

A motion was made by Trustee Sejnost seconded by Trustee Coultrap approving the minutes of the executive session held on April 15, 2019 as presented and authorizing the President and Clerk to sign same. The motion carried.

Claim Ordinance No. 1877

A motion was made by Trustee Sejnost seconded by Trustee Coultrap adopting Claim Ordinance No. 1877 in the total amount of \$844,090.78 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 – None

New Business:

Elections and Appointments

The following elections and appointments were made: A motion was made by Trustee Sejnost seconded by Trustee Coultrap nominating Wallace D. Van Buren as President, closing the nominations for President and electing by unanimous consent Wallace D. Van Buren as President. The motion carried. (Votes recorded: Ayes–Sejnost and Coultrap.) A motion was made by Trustee Van Buren seconded by Coultrap nominating Amy S. Sejnost as Vice President, closing the nominations for Vice President and electing by unanimous consent Amy S. Sejnost as Vice President. The motion carried. (Votes recorded: Ayes–Van Buren and Coultrap.) A motion was made by Trustee Sejnost seconded by Trustee Van Buren nominating Paul W. Coultrap as Clerk, closing the nominations for Clerk and electing by unanimous consent Paul W. Coultrap as Clerk. The motion carried. (Votes recorded: Ayes–Van Buren and Sejnost.) A motion was made by Trustee Coultrap seconded by Trustee Sejnost appointing William Clay Campbell as Assistant Clerk. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.) A motion was made by Sejnost seconded by Trustee Coultrap appointing Nicholas J. Menninga as General Manager. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.) A motion

was made by Trustee Coultrap seconded by Trustee Sejnost appointing William Clay Campbell as Treasurer. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.) A motion was made by Trustee Sejnost seconded by Trustee Van Buren appointing Baxter and Woodman, Inc. as engineers for the District sewer system and Wastewater Treatment Center. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.) A motion was made by Trustee Sejnost seconded by Trustee Van Buren appointing Wiedel, Philipp, Indelicato & Olson as attorneys for the District. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.) A motion was made by Trustee Coultrap seconded by Trustee Van Buren appointing Kenneth J. Rathje, Robert T. Jungwirth and Mark J. Scacco as members of the Board of Local Improvements. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Contract Award – Warren Avenue Sewer Rehabilitation

Administrative Supervisor Campbell presented General Manager Menninga’s memo regarding the bids received on May 8 for the 2019 Warren Avenue Sanitary Sewer Rehabilitation project. Four bids were received. Staff recommended that the contract be awarded to the lowest responsible, responsive bidder, Insituform Technologies USA, LLC, of Chesterfield, Missouri, in the amount of \$247,058.00. The low bid contained a base bid of \$245,129.00 and an add-on alternate bid (Alternate 1) in the amount of \$1,929.00 for additional scope of work to be completed under the project. A motion was made by Trustee Coultrap seconded by Trustee Sejnost awarding the contract for 2019 Warren Avenue Sanitary Sewer Rehabilitation project including Alternate 1 to the lowest responsible, responsive bidder, Insituform Technologies USA, LLC, of Chesterfield, Missouri in the amount of \$247,058.00 and authorizing the General Manager and Assistant Clerk to sign same. The motion carried. (Votes recorded: Ayes-Van Buren, Sejnost and Coultrap.)

Contract Approval – Paving

Administrative Supervisor Campbell presented General Manager Menninga’s memo regarding the bids received through the DuPage Municipal Partnership Initiative to procure paving services. The bidding was structured so that unit prices were solicited for various paving and repair categories, and estimated quantities from each agency were associated with the unit prices to determine the overall low bidder. Staff recommended that the contract for the District’s portion be awarded to the lowest responsible, responsive bidder, Schroeder Asphalt Services, Inc, of Huntley, Illinois, in the amount of \$44,142.00. A motion was made by Trustee Coultrap seconded by Trustee Sejnost awarding the contract for paving services to the lowest responsible, responsive bidder, Schroeder Asphalt Services, Inc, of Huntley, in the amount of \$44,142.00 and authorizing the General Manager and Assistant Clerk to sign same. The motion carried. (Votes recorded: Ayes-Van Buren, Sejnost and Coultrap.)

Renewal of BSSRAP Contract

Administrative Supervisor Campbell presented General Manager Menninga’s memo regarding a proposed Amendment No. 2 to the Sanitary Service Repairs Agreement with Uno Construction Company, Inc. This contract was awarded in 2017 and allows for an annual extension of the contract for up to a total of five years upon the mutual written consent of the District and the contractor. The contract also provides for annual adjustments to the unit prices based upon the greater of 3.00% or 100.00% of the annual change in the CPI-U from the preceding calendar year. The contractor has requested the annual extension. The annual change in the CPI-U for this year is 1.75%. This year’s annual increase in the contractor’s unit prices will be 3.0% bringing the contract price for this work to \$1,158,715.00 for the period from July 1, 2019 through June 30, 2020. A motion by Trustee Sejnost seconded by Trustee Coultrap was made approving

DOWNERS GROVE SANITARY DISTRICT

M E M O

TO: Board of Trustees

FROM: W. Clay Campbell
Administrative Supervisor

DATE: May 15, 2020

RE: DGSD COVID-19 Work from Home Expense Reimbursement Allowance Policy

Effective January 1, 2019, employees in Illinois are eligible to be reimbursed by their employers for “all necessary expenditures or losses incurred by the employee within the employee's scope of employment and directly related to services performed for the employer.” The District revised its Employee Policy Manual in December of 2018 to implement appropriate procedures for complying with this law. Typically, a District employee is required to submit a request for reimbursement to the District along with appropriate documentation and the District should then review the request for appropriateness and then process a reimbursement.

Due to the existing Stay-At-Home order currently in effect in Illinois, certain District employees have incurred expenses or have provided private resources for the primary purpose of conducting District business and serving our customers by working from home starting the week of March 16. In most cases, those employees have offered up their own personal cell-phone, laptop or high-speed internet connection in order to keep up with work responsibilities that can be managed remotely (which is mostly the case with Administration department personnel and a few other key individuals in our organization that work mainly from a desk). As a result of employees offering up the use of these private resources for the benefit of the District, District operations have not been as negatively impacted by the circumstance of employees working remotely during the current COVID-19 pandemic. It is still presently unknown how long the need to work from home might persist.

Staff has evaluated employees' current use of personally-provided resources to conduct District business (at the request of the District) and has determined that certain eligible employees should be reimbursed in accordance with the above statute. In order to facilitate such a reimbursement, staff is recommending the District settle upon a certain flat amount allowance of \$25 to **temporarily** offer designated employees each pay period for continuing to work from home. This would be both equitable and efficient to administer rather than requiring eligible employees to submit documentation for review each month and discerning which proportion of a resource was used for District work versus personal use. This practice is consistent with several other public and private employers during this unique time and staff has anticipated that by paying such an allowance by each pay period, the District can scale down this allowance amount appropriately as work from home employees start to transition back to working on-site or in the event District paid leave is provided (i.e. vacation, sick and personal leave) in the coming months.

Staff is recommending the Board of Trustees make the following motion at their regular meeting on May 19, 2020: **“I move that while certain designated employees are required to work from home by the District during the current COVID-19 pandemic, the District shall offer to those employees an amount not to exceed \$25 per pay period in order to reimburse employees for certain personal resources used to conduct District business.”** If the Board approves such a policy, those designated employees would receive a catch-up amount on May 22 representing the work from home period from March 16 through May 15, and would be ongoing until working from home is no longer required.

cc: KJR, RTJ, MJS, ARU, MGP

DOWNERS GROVE SANITARY DISTRICT

M E M O

TO: Board of Trustees

FROM: Amy Underwood
General Manager

DATE: May 15, 2020

RE: Sanitary Service Repairs Agreement – Amendment No. 3

In 2017, the District awarded the Sanitary Service Repairs project to Uno Construction Company, Inc. The contract documents for this project allow the annual extension of the contract, for up to a total of five years, upon the mutual written consent of the District and the contractor. In 2019, the District awarded the second annual extension to Uno Construction. Uno Construction has requested the third annual extension for 2020. District staff continues to be extremely pleased with Uno's performance on this project. The original bid specifications for this project provided that upon renewal an annual increase in the contractor's unit prices will be based upon the greater of 3% or 100% of the annual change in the CPI-U. The annual change in the CPI-U for this year is 1.46%. This year's annual increase in the contractor's unit prices will be 3.0% bringing the contract price for this work to \$1,193,470.84 for the period from July 1, 2020 through June 30, 2021.

I will request Board approval of the attached Sanitary Service Repairs Agreement – Amendment No. 3 at the May 19 meeting.

cc: KJR, RTJ, MJS, WCC, RPS, MGP

SANITARY SERVICE REPAIRS AGREEMENT
AMENDMENT NO. 3

Whereas the DOWNERS GROVE SANITARY DISTRICT (hereinafter called OWNER) and UNO CONSTRUCTION CO., INC. (hereinafter called CONTRACTOR) previously executed an agreement dated June 2, 2017 for the Downers Grove Sanitary District Sanitary Service Repairs project (Engineers Project No. 170215); and

Whereas, the initial term of said agreement expires on June 30, 2018; and

Whereas, the term of said agreement was extended to June 30, 2019 by Amendment No. 1; and

Whereas, the term of said agreement was further extended to June 30, 2020 by Amendment No. 2; and

Whereas, the provisions of said agreement allow the annual extension of the term of the agreement upon the mutual written agreement of the OWNER and the CONTRACTOR and allow annual adjustments to the CONTRACTOR'S unit prices based upon the greater of 3 percent or 100 percent of the annual change in the CPI-U for the preceding calendar year; and

Whereas, 100 percent of the annual change in the CPI-U for the preceding calendar year was 1.46%.

NOW, THEREFORE, in consideration of the mutual covenants, conditions, and agreements herein set forth, and other good and valuable consideration, the parties hereto agree as follows:

- 1) The term of the June 30, 2018 agreement is hereby extended to June 30, 2021.

- 2) The work to be performed will be substantially completed on or before May 31, 2020, and completed and ready for final payment in accordance with paragraph 1.11 of the Supplementary Conditions on or before June 30, 2020.
- 3) The CONTRACTOR'S unit prices are hereby increased by 3.00%, as detailed on Exhibit A, for all work performed under this agreement from July 1, 2020 through June 30, 2021.
- 4) The CONTRACTOR shall provide performance and payment bonds in the amount of \$1,193,470.84 for the period from July 1, 2020 through June 30, 2021.
- 5) All other provisions of the June 2, 2017 agreement remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement as of the 19th day of May, 2020.

OWNER:
DOWNERS GROVE SANITARY DISTRICT
OF DUPAGE COUNTY, ILLINOIS

(SEAL)

By: _____
Amy R. Underwood, General Manager

ATTEST:

W. Clay Campbell, Assistant Clerk

CONTRACTOR:
UNO CONSTRUCTION CO., INC.

(SEAL)

By: _____
Alberto Garcia, President

ATTEST:

Blanca Mireya Garcia, Secretary

			BID PRICES - 3/15/17		UNIT PRICES - 7/1/18		UNIT PRICES - 7/1/19		UNIT PRICES - 7/1/20	
GREATER OF 3.00% OR 100% OF CHANGE IN CHICAGO AREA CPI-U					3.00%		3.00%		3.00%	
No.	Pay Item	Approximate Quantity	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	REPLACE BUILDING SANITARY SERVICE LINES: 6-inch PVC, sdr-26, ASTM 2241 Point Repair (1'-5') 0-10 feet deep 10-15 feet deep 15-20 feet deep Additional Service Replacement (> 5') 0-10 feet deep 10-15 feet deep 15-20 feet deep Additional Main Replacement (> 5') 0-10 feet deep 10-15 feet deep 15-20 feet deep 6-inch Riser pipes	200 each 15 each 5 each 450 L.F. 50 L.F. 20 L.F. 50 L.F. 50 L.F. 20 L.F. 50 Vert. Ft.	\$ 1,500.00 \$ 2,100.00 \$ 2,000.00 \$ 44.00 \$ 40.00 \$ 60.00 \$ 47.00 \$ 47.00 \$ 47.00 \$ 47.00	300,000.00 31,500.00 10,000.00 19,800.00 2,000.00 1,200.00 2,350.00 2,350.00 940.00 2,350.00	1,545.00 2,163.00 2,060.00 45.32 41.20 61.80 48.41 48.41 48.41 48.41	309,000.00 32,445.00 10,300.00 20,394.00 2,060.00 1,236.00 2,420.50 2,420.50 968.20 2,420.50	1,591.35 2,227.89 2,121.80 46.68 42.44 63.65 49.86 49.86 49.86 49.86	318,270.00 33,418.35 10,609.00 21,006.00 2,122.00 1,273.00 2,493.00 2,493.00 997.20 2,493.00	1,639.09 2,294.73 2,185.45 48.08 43.71 65.56 51.36 51.36 51.36 51.36	327,818.00 34,420.95 10,927.25 21,636.00 2,185.50 1,311.20 2,568.00 2,568.00 1,027.20 2,568.00
2	REPLACE SANITARY SEWER MAINS: 8-inch - 12-inch PVC, sdr-26 ASTM 2241 Point Repair (1'-5') 0-10 feet deep 10-15 feet deep 15-20 feet deep Additional Main Replacement (> 5') 0-10 feet deep 10-15 feet deep 15-20 feet deep	 5 each 5 each 5 each 25 L.F. 25 L.F. 25 L.F.	 \$ 4,000.00 \$ 4,000.00 \$ 3,800.00 \$ 60.00 \$ 60.00 \$ 60.00	 20,000.00 20,000.00 19,000.00 1,500.00 1,500.00 1,500.00	 4,120.00 4,120.00 3,914.00 61.80 61.80 61.80	 20,600.00 20,600.00 19,570.00 1,545.00 1,545.00 1,545.00	 4,243.60 4,243.60 4,031.42 63.65 63.65 63.65	 21,218.00 21,218.00 20,157.10 1,591.25 1,591.25 1,591.25	 4,370.91 4,370.91 4,152.36 65.56 65.56 65.56	 21,854.55 21,854.55 20,761.80 1,639.00 1,639.00 1,639.00
3	REPLACE BUILDING SANITARY SERVICE LINES (HAND EXCAVATION): 6-inch PVC, sdr-26, ASTM 2241 Point Repair (1'-5') 0-10 feet deep Additional Service Replacement (> 5') 0-10 feet deep	 20 each 50 L.F.	 \$ 1,800.00 \$ 60.00	 36,000.00 3,000.00	 1,854.00 61.80	 37,080.00 3,090.00	 1,909.62 63.65	 38,192.40 3,182.50	 1,966.91 65.56	 39,338.20 3,278.00
4	BUILDING FOUNDATION REPAIR:	10 each	\$ 350.00	3,500.00	360.50	3,605.00	371.32	3,713.20	382.46	3,824.60
5	HAND TUNNELLING:	50 L.F.	\$ 125.00	6,250.00	128.75	6,437.50	132.61	6,630.50	136.59	6,829.50
6	SANITARY SEWER SERVICE FITTINGS: 6-inch Branch (wye) fittings 8-inch x 6-inch 10-inch x 6-inch 12-inch x 6-inch 15-inch x 6-inch 6-inch 22 bend 6-inch 45 bend 6-inch 90 bend 6-inch Non-Shear Coupling 8-inch Non-Shear Coupling Service Saddle 6-inch plug	 20 each 5 each 5 each 5 each 25 each 50 each 5 each 400 each 20 each 5 each 12 each	 \$ 350.00 \$ 200.00 \$ 185.00 \$ 185.00 \$ 50.00 \$ 50.00 \$ 50.00 \$ 95.00 \$ 100.00 \$ 80.00 \$ 5.00	 7,000.00 1,000.00 925.00 925.00 1,250.00 2,500.00 250.00 38,000.00 2,000.00 400.00 60.00	 360.50 206.00 190.55 190.55 51.50 51.50 51.50 97.85 103.00 82.40 5.15	 7,210.00 1,030.00 952.75 952.75 1,287.50 2,575.00 257.50 39,140.00 2,060.00 412.00 61.80	 371.32 212.18 196.27 196.27 53.05 53.05 53.05 100.79 106.09 84.87 5.30	 7,426.40 1,060.90 981.35 981.35 1,326.25 2,652.50 265.25 40,316.00 2,121.80 424.35 63.60	 382.46 218.55 202.16 202.16 54.64 54.64 54.64 103.81 109.27 87.42 5.46	 7,649.20 1,092.75 1,010.80 1,010.80 1,366.00 2,732.00 273.20 41,524.00 2,185.40 437.10 65.52
7	MACHINE TAP MAIN, 8":	5 each	\$ 200.00	1,000.00	206.00	1,030.00	212.18	1,060.90	218.55	1,092.75
8	SANITARY SERVICE CLEANOUT:	240 each	\$ 300.00	72,000.00	309.00	74,160.00	318.27	76,384.80	327.82	78,676.80
9	REPAIR OR ADJUST SANITARY SERVICE CLEANOUT:	10 each	\$ 40.00	400.00	41.20	412.00	42.44	424.40	43.71	437.10
10	BACKFILLING WITH SPECIAL GRANULAR BACKFILL MATERIALS:	1,000 CY	\$ 48.00	48,000.00	49.44	49,440.00	50.92	50,920.41	52.45	52,450.00
11	FORCE MAIN REPAIR: Point Repair: 10-inch 12-inch 14-inch 16-inch 20-inch Additional Main Replacement (<10') 10-inch 12-inch 14-inch 16-inch 20-inch Bypass Pumping: 0-2000 gpm 2000 - 4000 gpm 4000 - 7500 gpm	 1 each 1 each 1 each 1 each 1 each 1 L.F. 1 L.F. 1 L.F. 1 L.F. 1 L.F. 10 Hours 10 Hours 10 Hours	 \$ 3,000.00 \$ 3,000.00 \$ 2,000.00 \$ 3,000.00 \$ 3,000.00 \$ 35.00 \$ 35.00 \$ 35.00 \$ 35.00 \$ 35.00 \$ 400.00 \$ 400.00 \$ 400.00	 3,000.00 3,000.00 2,000.00 3,000.00 3,000.00 35.00 35.00 35.00 35.00 35.00 4,000.00 4,000.00 4,000.00	 3,090.00 3,090.00 2,060.00 3,090.00 3,090.00 36.05 36.05 36.05 36.05 36.05 412.00 412.00 412.00	 3,090.00 3,090.00 2,060.00 3,090.00 3,090.00 36.05 36.05 36.05 36.05 36.05 4,120.00 4,120.00 4,120.00	 3,182.70 3,182.70 2,121.80 3,182.70 3,182.70 37.13 37.13 37.13 37.13 37.13 424.36 424.36 424.36	 3,182.70 3,182.70 2,121.80 3,182.70 3,182.70 37.13 37.13 37.13 37.13 37.13 4,243.60 4,243.60 4,243.60	 3,278.18 3,278.18 2,185.45 3,278.18 3,278.18 38.24 38.24 38.24 38.24 38.24 437.09 437.09 437.09	 3,278.18 3,278.18 2,185.45 3,278.18 3,278.18 38.24 38.24 38.24 38.24 38.24 4,370.90 4,370.90 4,370.90
12	SANITARY SEWER MANHOLE REPLACEMENT: 8" - 15" Sewer 0-10 feet deep 10-15 feet deep 15-20 feet deep 18" - 24" Sewer 0-10 feet deep 10-15 feet deep 15-20 feet deep	 5 each 5 each 5 each 2 each 2 each 2 each	 \$ 4,000.00 \$ 4,000.00 \$ 4,500.00 \$ 7,000.00 \$ 7,000.00 \$ 5,000.00	 20,000.00 20,000.00 22,500.00 14,000.00 14,000.00 10,000.00	 4,120.00 4,120.00 4,635.00 7,210.00 7,210.00 5,150.00	 20,600.00 20,600.00 23,175.00 14,420.00 14,420.00 10,300.00	 4,243.60 4,243.60 4,774.05 7,426.30 7,426.30 5,304.50	 21,218.00 21,218.00 23,870.25 14,852.60 14,852.60 10,609.00	 4,370.91 4,370.91 4,917.27 7,649.09 7,649.09 5,463.64	 21,854.55 21,854.55 24,586.35 15,298.18 15,298.18 10,927.28
13	INTERNAL MANHOLE CHIMNEY SEAL:	15 each	\$ 450.00	6,750.00	463.50	6,952.50	477.41	7,161.15	491.73	7,375.95
14	EXTERNAL MANHOLE CHIMNEY SEAL:	15 each	\$ 600.00	9,000.00	618.00	9,270.00	636.54	9,548.10	655.64	9,834.60
15	REMOVE AND REPLACE MANHOLE ACCESSORIES: Frame and Cover Cover Adjusting Rings	 5 each 5 each 5 each	 \$ 600.00 \$ 125.00 \$ 75.00	 3,000.00 625.00 375.00	 618.00 128.75 77.25	 3,090.00 643.75 386.25	 636.54 132.61 79.57	 3,182.70 663.05 397.85	 655.64 136.59 81.96	 3,278.20 682.95 409.80

			BID PRICES - 3/15/17		UNIT PRICES - 7/1/18		UNIT PRICES - 7/1/19		UNIT PRICES - 7/1/20	
GREATER OF 3.00% OR 100% OF CHANGE IN CHICAGO AREA CPI-U					3.00%		3.00%		3.00%	
No.	Pay Item	Approximate Quantity	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
16	RAISE MANHOLE FRAME AND COVER:									
	0-12 Inch Dia. Paved Area	5 each	\$ 1,000.00	5,000.00	1,030.00	5,150.00	1,060.90	5,304.50	1,092.73	5,463.65
	0-12 Inch Dia. Non-Paved Area	5 each	\$ 800.00	4,000.00	824.00	4,120.00	848.72	4,243.60	874.18	4,370.90
	12-48 Inch Dia. Paved Area	2 each	\$ 1,300.00	2,600.00	1,339.00	2,678.00	1,379.17	2,758.34	1,420.55	2,841.10
	12-48 Inch Dia. Non-Paved Area	2 each	\$ 1,000.00	2,000.00	1,030.00	2,060.00	1,060.90	2,121.80	1,092.73	2,185.46
17	REPLACEMENT OF EXISTING STORM SEWER:									
	4-inch perforated PVC	20 L.F.	\$ 20.00	400.00	20.60	412.00	21.22	424.40	21.86	437.20
	8-inch PVC	20 L.F.	\$ 20.00	400.00	20.60	412.00	21.22	424.40	21.86	437.20
18	ABANONDMENT OF EXISTING CATCH BASIN:	5 each	\$ 110.00	550.00	113.30	566.50	116.70	583.50	120.20	601.00
19	RESTORATION OF LAWNS AND PARKWAYS:									
	Topsoil and sod	4,700 SY	\$ 15.00	70,500.00	15.45	72,615.00	15.91	74,793.45	16.39	77,033.00
	Topsoil and seed	450 SY	\$ 5.00	2,250.00	5.15	2,317.50	5.30	2,387.04	5.46	2,457.00
	Respread and Fine Grade Topsoil and Mulch	450 SY	\$ 5.00	2,250.00	5.15	2,317.50	5.30	2,387.04	5.46	2,457.00
20	RESTORATION OF STREETS:									
	Bit. Concrete Street	150 SY	\$ 45.00	6,750.00	46.35	6,952.50	47.74	7,161.00	49.17	7,375.50
	Bit. Concrete Driveway	125 SY	\$ 35.00	4,375.00	36.05	4,506.25	37.13	4,641.25	38.24	4,780.00
	PCC Base Course	50 SY	\$ 80.00	4,000.00	82.40	4,120.00	84.87	4,243.50	87.42	4,371.00
	Bituminous Base Course	50 SY	\$ 65.00	3,250.00	66.95	3,347.50	68.96	3,448.00	71.03	3,551.50
	PCC Street	50 SY	\$ 80.00	4,000.00	82.40	4,120.00	84.87	4,243.50	87.42	4,371.00
	PCC Driveway	50 SY	\$ 55.00	2,750.00	56.65	2,832.50	58.35	2,917.50	60.10	3,005.00
	Gravel Driveway	50 SY	\$ 20.00	1,000.00	20.60	1,030.00	21.22	1,061.00	21.86	1,093.00
	PCC Sidewalk	200 SF	\$ 7.00	1,400.00	7.21	1,442.00	7.43	1,486.00	7.65	1,530.00
	PCC Curb and Gutter	50 L.F.	\$ 10.00	500.00	10.30	515.00	10.61	530.50	10.93	546.50
	Gravel Shoulder	50 L.F.	\$ 5.00	250.00	5.15	257.50	5.30	265.00	5.46	273.00
	Temporary Cold Patch	150 SY	\$ 40.00	6,000.00	41.20	6,180.00	42.44	6,366.00	43.71	6,556.50
21	SEWER TESTING FOR FINAL INSPECTION:	5 each	\$ 1,100.00	5,500.00	1,133.00	5,665.00	1,166.99	5,834.95	1,202.00	6,010.00
22	EXPLORATORY EXCAVATION:	15 L.F.	\$ 20.00	300.00	20.60	309.00	21.22	318.30	21.86	327.90
23	EMERGENCY REPAIR AND CLEANOUT INSTALLATION:									
	Mobilization	85 each	\$ 400.00	34,000.00	412.00	35,020.00	424.00	36,070.60	436.72	37,121.20
	Weekends	5 each	\$ 400.00	2,000.00	412.00	2,060.00	424.00	2,121.80	436.72	2,183.60
	Holidays	5 each	\$ 400.00	2,000.00	412.00	2,060.00	424.00	2,121.80	436.72	2,183.60
24	TRAFFIC CONTROL AND PROTECTION:	10 each	\$ 150.00	1,500.00	154.50	1,545.00	159.14	1,591.40	163.91	1,639.10
25	ROD SERVICE:									
	First hour	200 each	\$ 350.00	70,000.00	360.50	72,100.00	371.50	74,263.00	382.65	76,530.00
	Each additional hour	20 each	\$ 240.00	4,800.00	247.20	4,944.00	254.50	5,092.32	262.14	5,242.80
26	BONDING:									
	Payment Bond	1 each	\$ 13,000.00	13,000.00	13,390.00	13,390.00	13,791.70	13,791.70	14,205.45	14,205.45
	Performance Bond	1 each	\$ 13,000.00	13,000.00	13,390.00	13,390.00	13,791.70	13,791.70	14,205.45	14,205.45
	Warranty Bond	1 each	\$ 13,000.00	13,000.00	13,390.00	13,390.00	13,791.70	13,791.70	14,205.45	14,205.45
27	COORDINATION WITH PLUMBER FOR REPAIR OF PIPE SHEAR:	20 each	\$ 100.00	2,000.00	103.00	2,060.00	106.09	2,121.80	109.27	2,185.40
TOTAL AMOUNT OF BID:			\$1,092,200.00		\$1,124,966.00		\$1,158,715.00		\$1,193,470.84	

Board of Trustees
Wallace D. Van Buren
President
Amy E. Sejnost
Vice President
Paul W. Coultrap
Clerk



2710 Curtiss Street
P.O. Box 1412
Downers Grove, IL 60515-0703
Phone: 630-969-0664
Fax: 630-969-0827
www.dgsd.org

General Manager
Amy R. Underwood

Legal Counsel
Michael G. Philipp

Providing a Better Environment for South Central DuPage County

Memo

To: Amy Underwood, General Manager
From: Alex Bielawa, Staff Engineer
Date: May 14, 2020
Subject: Paving Services Contract Award

Bids were opened for the Paving Services Contract project on May 14, 2020. Ten bids were received for this project, as shown in the attached bid tabulation. The lowest responsive, responsible bid was from Meyer Paving, Inc. at \$97,647.70, which is below the Engineer's estimate for this project.

The project scope includes the resurfacing of the main treatment facility road and south asphalt biosolids drying pad as well as repairing portions of the road near the Big Top and Belt Press Building. The low bidder Meyer Paving Inc. of Maple Park, Illinois has previously conducted similar work at other municipalities and based on the list of reference projects provided is well qualified to do this work.

I recommend that we seek approval from the Board of Trustees at the May 19, 2020 meeting to award the Paving Services Contract to Meyer Paving Inc. of Maple Park, Illinois, in the amount of \$97,647.70, authorizing the General Manager and Assistant Clerk to execute the contract.

C: BOLI, WCC, JPB, MRM, MGP

DOWNERS GROVE SANITARY DISTRICT
2020 PAVING SERVICES
BID TABULATION
BID OPENING: THURSDAY, MAY 14, 2020 @ 10:00 AM

No.	Pay Item	Approximate Quantity	Engineer's Estimate		Ingstrup Paving, Inc. Villa Park, IL		Maneval Construction Co, Inc. Ingleside, IL		Tully Brothers Paving Downers Grove, IL		Brothers Asphalt Paving Inc. Addison, IL		M&J Asphalt Paving Company, Inc Cicero, IL		Meyer Paving Maple Park, IL		McGill Construction Co. LLLC Frankfort, IL		Patriot Maintenance Inc. Mundelein, IL		Pavement Systems Inc. Blue Island, IL		Chicagoland Paving Contractors Inc Lake Zurich, IL		
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	
1.0	Main Road Resurfacing																								
1.1	Bituminous Materials, tack coat	210	LB	\$ 0.01	\$ 2.10	\$ 3.00	\$ 630.00	\$ 1.20	\$ 252.00	\$ 4.00	\$ 840.00	\$ 0.30	\$ 63.00	\$ 4.00	\$ 840.00	\$ 0.75	\$ 157.50	\$ 1.00	\$ 210.00	\$ 1.80	\$ 378.00	\$ 1.00	\$ 210.00	\$ 0.01	\$ 2.10
1.2	HMA Level Binder	55	TON	\$ 90.00	\$ 4,950.00	\$ 78.00	\$ 4,290.00	\$ 98.40	\$ 5,412.00	\$ 101.00	\$ 5,555.00	\$ 120.00	\$ 6,600.00	\$ 80.00	\$ 4,400.00	\$ 85.00	\$ 4,675.00	\$ 84.00	\$ 4,620.00	\$ 100.00	\$ 5,500.00	\$ 100.00	\$ 5,500.00	\$ 100.00	\$ 5,500.00
1.3	HMA Surface, 2"	231	TON	\$ 87.50	\$ 20,212.50	\$ 80.00	\$ 18,480.00	\$ 98.40	\$ 22,730.40	\$ 105.00	\$ 24,255.00	\$ 110.00	\$ 25,410.00	\$ 80.00	\$ 18,480.00	\$ 85.00	\$ 19,635.00	\$ 84.00	\$ 19,404.00	\$ 100.00	\$ 23,100.00	\$ 90.00	\$ 20,790.00	\$ 85.00	\$ 19,635.00
1.4	Bituminous Surface Removal, 2 "	400	SY	\$ 1.85	\$ 740.00	\$ 6.50	\$ 2,600.00	\$ 8.14	\$ 3,256.00	\$ 3.07	\$ 1,228.00	\$ 5.00	\$ 2,000.00	\$ 5.25	\$ 2,100.00	\$ 4.62	\$ 1,848.00	\$ 3.50	\$ 1,400.00	\$ 2.00	\$ 800.00	\$ 7.00	\$ 2,800.00	\$ 3.50	\$ 1,400.00
1.5	CL D Patch 6", TY II	14	SY	\$ 52.00	\$ 728.00	\$ 75.00	\$ 1,050.00	\$ 108.00	\$ 1,512.00	\$ 22.00	\$ 308.00	\$ 100.00	\$ 1,400.00	\$ 50.00	\$ 700.00	\$ 34.20	\$ 478.80	\$ 52.50	\$ 735.00	\$ 75.00	\$ 1,050.00	\$ 59.00	\$ 826.00	\$ 45.00	\$ 630.00
1.6	CL D Patch 6", TY IV	139	SY	\$ 52.00	\$ 7,228.00	\$ 55.00	\$ 7,645.00	\$ 93.60	\$ 13,010.40	\$ 22.00	\$ 3,058.00	\$ 100.00	\$ 13,900.00	\$ 47.00	\$ 6,533.00	\$ 34.20	\$ 4,753.80	\$ 52.50	\$ 7,297.50	\$ 50.00	\$ 6,950.00	\$ 45.00	\$ 6,255.00	\$ 40.00	\$ 5,560.00
1.7	Traffic Control & Protection	1	LS	\$ 2,875.00	\$ 2,875.00	\$ 500.00	\$ 500.00	\$ 1,800.00	\$ 1,800.00	\$ 100.00	\$ 100.00	\$ 4,000.00	\$ 4,000.00	\$ 1,200.00	\$ 1,200.00	\$ 150.00	\$ 150.00	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 2,100.00	\$ 2,100.00	\$ 5,234.10	\$ 5,234.10
1.8	Structure Adjustments	2	EACH	\$ 575.00	\$ 1,150.00	\$ 450.00	\$ 900.00	\$ 774.00	\$ 1,548.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ 120.00	\$ 240.00	\$ 500.00	\$ 1,000.00	\$ 600.00	\$ 1,200.00	\$ 1,000.00	\$ 2,000.00	\$ 325.00	\$ 650.00	\$ 350.00	\$ 700.00
2.0	Wash Down Area Resurfacing																								
2.1	Earth Excavation	40	CY	\$ 29.00	\$ 1,160.00	\$ 45.00	\$ 1,800.00	\$ 83.38	\$ 3,335.20	\$ 43.00	\$ 1,720.00	\$ 80.00	\$ 3,200.00	\$ 60.00	\$ 2,400.00	\$ 46.00	\$ 1,840.00	\$ 50.00	\$ 2,000.00	\$ 35.00	\$ 1,400.00	\$ 40.00	\$ 1,600.00	\$ 45.00	\$ 1,800.00
2.2	Aggregate Base 12" (CA-1)	31	CY	\$ 39.00	\$ 1,209.00	\$ 60.00	\$ 1,860.00	\$ 78.98	\$ 2,448.38	\$ 30.00	\$ 930.00	\$ 80.00	\$ 2,480.00	\$ 90.00	\$ 2,790.00	\$ 48.50	\$ 1,503.50	\$ 61.00	\$ 1,891.00	\$ 25.00	\$ 775.00	\$ 74.00	\$ 2,294.00	\$ 55.00	\$ 1,705.00
2.3	CL D Patch 8" TY IV	93	SY	\$ 69.00	\$ 6,417.00	\$ 65.00	\$ 6,045.00	\$ 144.00	\$ 13,392.00	\$ 65.00	\$ 6,045.00	\$ 120.00	\$ 11,160.00	\$ 62.00	\$ 5,766.00	\$ 45.20	\$ 4,203.60	\$ 67.50	\$ 6,277.50	\$ 70.00	\$ 6,510.00	\$ 62.00	\$ 5,766.00	\$ 55.00	\$ 5,115.00
2.4	Aggregate Stone, (CA-6)	8	CY	\$ 35.00	\$ 280.00	\$ 60.00	\$ 480.00	\$ 78.00	\$ 624.00	\$ 25.00	\$ 200.00	\$ 60.00	\$ 480.00	\$ 150.00	\$ 1,200.00	\$ 50.00	\$ 400.00	\$ 50.00	\$ 400.00	\$ 25.00	\$ 200.00	\$ 70.00	\$ 560.00	\$ 50.00	\$ 400.00
3.0	Sludge Drying Pad Resurfacing																								
3.1	Bituminous Materials, tack coat	100	LB	\$ 0.01	\$ 1.00	\$ 3.00	\$ 300.00	\$ 1.20	\$ 120.00	\$ 10.00	\$ 1,000.00	\$ 0.30	\$ 30.00	\$ 4.00	\$ 400.00	\$ 1.50	\$ 150.00	\$ 1.00	\$ 100.00	\$ 1.80	\$ 180.00	\$ 1.00	\$ 100.00	\$ 0.01	\$ 1.00
3.2	HMA Level Binder	65	TON	\$ 90.00	\$ 5,850.00	\$ 78.00	\$ 5,070.00	\$ 98.40	\$ 6,396.00	\$ 100.00	\$ 6,500.00	\$ 120.00	\$ 7,800.00	\$ 80.00	\$ 5,200.00	\$ 91.40	\$ 5,941.00	\$ 84.50	\$ 5,460.00	\$ 100.00	\$ 6,500.00	\$ 100.00	\$ 6,500.00	\$ 100.00	\$ 6,500.00
3.3	HMA Surface, 2"	280	TON	\$ 87.50	\$ 24,500.00	\$ 80.00	\$ 22,400.00	\$ 98.40	\$ 27,552.00	\$ 111.00	\$ 31,080.00	\$ 110.00	\$ 30,800.00	\$ 80.00	\$ 22,400.00	\$ 91.40	\$ 25,592.00	\$ 84.50	\$ 23,660.00	\$ 90.00	\$ 25,200.00	\$ 90.00	\$ 25,200.00	\$ 85.00	\$ 23,800.00
3.4	Bituminous Surface Removal, 2"	2,500	SY	\$ 1.85	\$ 4,625.00	\$ 3.25	\$ 8,125.00	\$ 8.14	\$ 20,350.00	\$ 3.60	\$ 9,000.00	\$ 5.00	\$ 12,500.00	\$ 5.25	\$ 13,125.00	\$ 3.53	\$ 8,825.00	\$ 3.50	\$ 7,500.00	\$ 2.00	\$ 5,000.00	\$ 6.00	\$ 15,000.00	\$ 3.50	\$ 8,750.00
3.5	CL D Patch 6" TY II	10	SY	\$ 52.00	\$ 520.00	\$ 75.00	\$ 750.00	\$ 108.00	\$ 1,080.00	\$ 25.00	\$ 250.00	\$ 100.00	\$ 1,000.00	\$ 50.00	\$ 500.00	\$ 34.20	\$ 342.00	\$ 52.50	\$ 525.00	\$ 75.00	\$ 750.00	\$ 56.00	\$ 560.00	\$ 45.00	\$ 450.00
3.6	CL D Patch 6" TY III	10	SY	\$ 52.00	\$ 520.00	\$ 70.00	\$ 700.00	\$ 102.00	\$ 1,020.00	\$ 25.00	\$ 250.00	\$ 100.00	\$ 1,000.00	\$ 60.00	\$ 600.00	\$ 34.20	\$ 342.00	\$ 52.50	\$ 525.00	\$ 55.00	\$ 550.00	\$ 55.00	\$ 550.00	\$ 40.00	\$ 400.00
3.7	CL D Patch 6" TY IV	180	SY	\$ 52.00	\$ 9,360.00	\$ 45.00	\$ 8,100.00	\$ 93.60	\$ 16,848.00	\$ 25.00	\$ 4,500.00	\$ 100.00	\$ 18,000.00	\$ 47.00	\$ 8,460.00	\$ 34.20	\$ 6,156.00	\$ 52.50	\$ 9,450.00	\$ 50.00	\$ 9,000.00	\$ 45.00	\$ 8,100.00	\$ 40.00	\$ 7,200.00
4.0	Big Top Area Resurfacing																								
4.1	Earth Excavation	25	CY	\$ 29.00	\$ 725.00	\$ 45.00	\$ 1,125.00	\$ 83.38	\$ 2,084.50	\$ 43.00	\$ 1,075.00	\$ 80.00	\$ 2,000.00	\$ 60.00	\$ 1,500.00	\$ 30.00	\$ 750.00	\$ 50.00	\$ 1,250.00	\$ 35.00	\$ 875.00	\$ 40.00	\$ 1,000.00	\$ 45.00	\$ 1,125.00
4.2	Bituminous Materials, tack coat	30	LB	\$ 0.01	\$ 0.30	\$ 5.00	\$ 150.00	\$ 1.20	\$ 36.00	\$ 4.00	\$ 120.00	\$ 0.30	\$ 9.00	\$ 4.00	\$ 120.00	\$ 4.00	\$ 120.00	\$ 1.00	\$ 30.00	\$ 1.80	\$ 54.00	\$ 1.00	\$ 30.00	\$ 0.01	\$ 0.30
4.3	HMA Level Binder	15	TON	\$ 90.00	\$ 1,350.00	\$ 100.00	\$ 1,500.00	\$ 98.40	\$ 1,476.00	\$ 101.00	\$ 1,515.00	\$ 120.00	\$ 1,800.00	\$ 80.00	\$ 1,200.00	\$ 102.00	\$ 1,530.00	\$ 84.50	\$ 1,267.50	\$ 100.00	\$ 1,500.00	\$ 140.00	\$ 2,100.00	\$ 100.00	\$ 1,500.00
4.5	HMA Surface, 2"	30	TON	\$ 87.50	\$ 2,625.00	\$ 110.00	\$ 3,300.00	\$ 98.40	\$ 2,952.00	\$ 319.00	\$ 9,570.00	\$ 120.00	\$ 3,600.00	\$ 80.00	\$ 2,400.00	\$ 102.00	\$ 3,060.00	\$ 84.50	\$ 2,535.00	\$ 100.00	\$ 3,000.00	\$ 135.00	\$ 4,050.00	\$ 85.00	\$ 2,550.00
4.6	Bituminous Surface Removal, 2"	205	SY	\$ 1.85	\$ 379.25	\$ 10.00	\$ 2,050.00	\$ 8.14	\$ 1,668.70	\$ 5.00	\$ 1,025.00	\$ 5.00	\$ 1,025.00	\$ 5.25	\$ 1,076.25	\$ 4.50	\$ 922.50	\$ 3.50	\$ 717.50	\$ 2.00	\$ 410.00	\$ 7.00	\$ 1,435.00	\$ 3.50	\$ 717.50
4.7	CL D Patch 6" TY IV	60	SY	\$ 52.00	\$ 3,120.00	\$ 45.00	\$ 2,700.00	\$ 102.00	\$ 6,120.00	\$ 25.00	\$ 1,500.00	\$ 100.00	\$ 6,000.00	\$ 47.00	\$ 2,820.00	\$ 34.20	\$ 2,052.00	\$ 52.50	\$ 3,150.00	\$ 50.00	\$ 3,000.00	\$ 45.00	\$ 2,700.00	\$ 45.00	\$ 2,700.00
4.8	Aggregate Base 12" (CA-1)	20	CY	\$ 39.00	\$ 780.00	\$ 60.00	\$ 1,200.00	\$ 78.90	\$ 1,579.60	\$ 35.00	\$ 700.00	\$ 80.00	\$ 1,600.00	\$ 90.00	\$ 1,800.00	\$ 48.50	\$ 970.00	\$ 61.00	\$ 1,220.00	\$ 25.00	\$ 500.00	\$ 75.00	\$ 1,500.00	\$ 65.00	\$ 1,300.00
4.9	Aggregate Stone (CA-6)	5	CY	\$ 35.00	\$ 175.00	\$ 60.00	\$ 300.00	\$ 78.90	\$ 394.90	\$ 30.00	\$ 150.00	\$ 60.00	\$ 300.00	\$ 150.00	\$ 750.00	\$ 50.00	\$ 250.00	\$ 50.00	\$ 250.00	\$ 25.00	\$ 125.00	\$ 80.00	\$ 400.00	\$ 65.00	\$ 325.00
Total Amount of Bid					\$ 101,482.15		\$ 104,050.00		\$ 158,998.08		\$ 113,474.00		\$ 160,157.00		\$ 109,000.25		\$ 97,647.70		\$ 104,075.00		\$ 105,807.00		\$ 118,576.00		\$ 105,000.00
Lowest Responsible, Responsive Bidder																									

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Downers Grove Sanitary District

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General Manager
Amy R. Underwood

Legal Counsel
Michael G. Philipp

Providing a Better Environment for South Central DuPage County

Memo

To: Board of Trustees

From: Amy R. Underwood, General Manager

Date: May 15, 2020

Subject: CHP #1 Replacement Project Design-Build Agreement

As presented and discussed during the April 21, 2020 Board meeting, District staff proceeded with negotiating a detailed project scope and guaranteed maximum price with Baxter & Woodman, Inc. & Boller Construction Company LLC Joint Venture to provide Design-Build services for the CHP #1 Replacement Project. Based on the final scope of work, the guaranteed maximum price is \$1,082,575. Please note that \$499,600 of this price is for the Nissen CHP unit and associated appurtenances. The remainder of the price is for engineering, construction management, mechanical work, electrical work, HVAC work, roofing and additional minor work for a complete installation.

District staff have compared the breakdown of the guaranteed maximum price by trade against the construction costs for CHP#2 and determined that this price is reasonable. This cost is also comparable to the total expenses for the original CHP#1 engine generator installation, which was \$1,110,000. The installation of the proposed CHP is a little more complicated than the original CHP #1 due to the equipment being larger. Taking this into account plus inflation, the full project cost for the proposed CHP is competitive in comparison to the cost for the original CHP#1 installation.

The December 2019 FOG Acceptance and CHP Operation Economics report, which recommended moving forward with this project, used \$550,000 for the proposed CHP replacement cost. Please note that a contingency was added to this and \$600,000 was included in the FY 20-21 budget. In order to verify whether the District should proceed with this project, the capital costs for the proposed CHP were updated in the economic analysis. Please note that the capital costs for the WAS thickener project, composting pilot and sludge drying bed cover were also updated in the analysis. The revised thickener and composting pilot costs were based on

actual costs. The revised sludge drying bed cover cost now matches the budgeted expense which includes a project contingency.

Figure 1 shows the revised net cumulative cash of the CHPs over time, including the initial equipment and infrastructure cost, maintenance costs, and electric savings. Replacing CHP #1 with a unit similar to CHP #2 allows for a more rapid recovery of the associated infrastructure. The similar figure in the December 2019 report showed the costs being recovered by 2031. With the revised capital expenses included in the analysis, the cost recovery would be delayed to 2032.

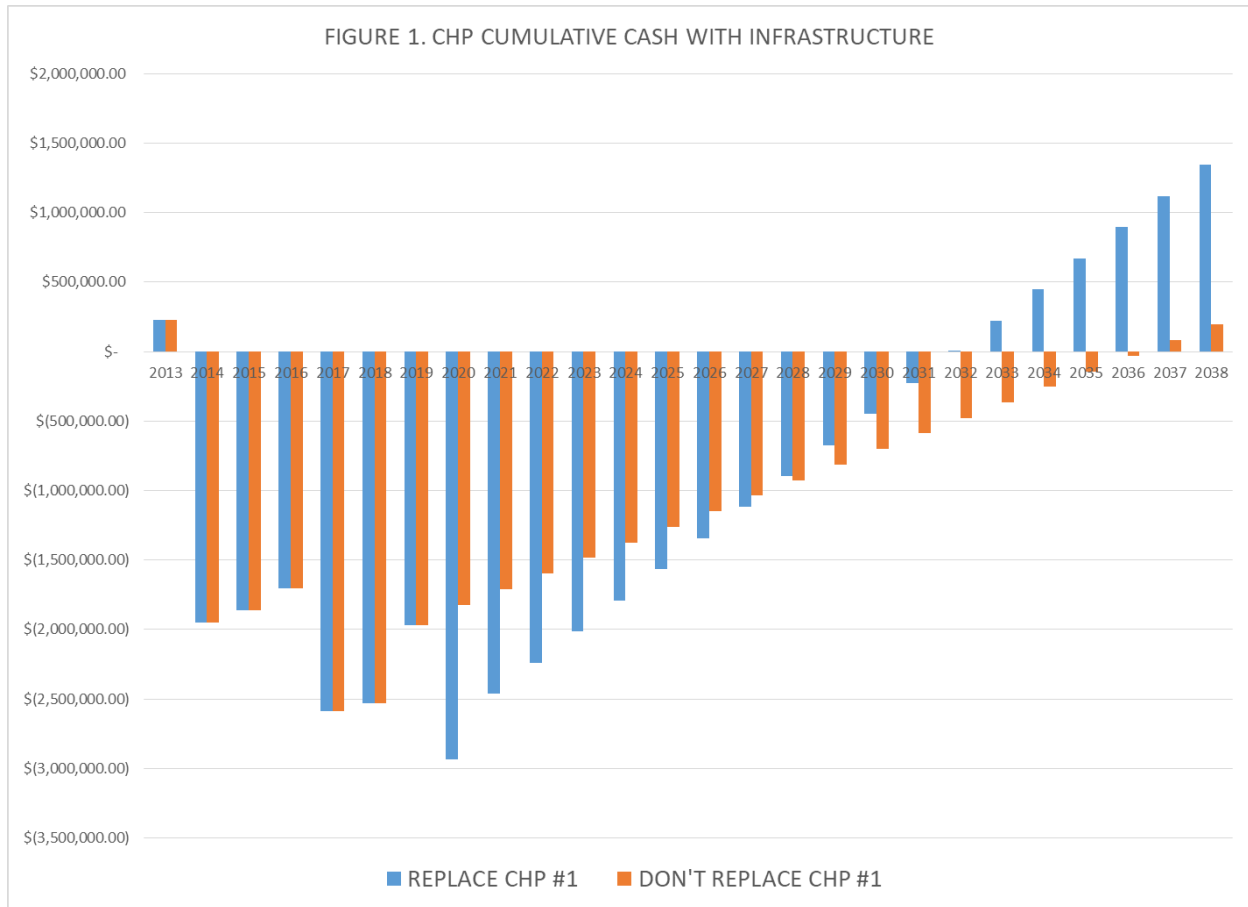
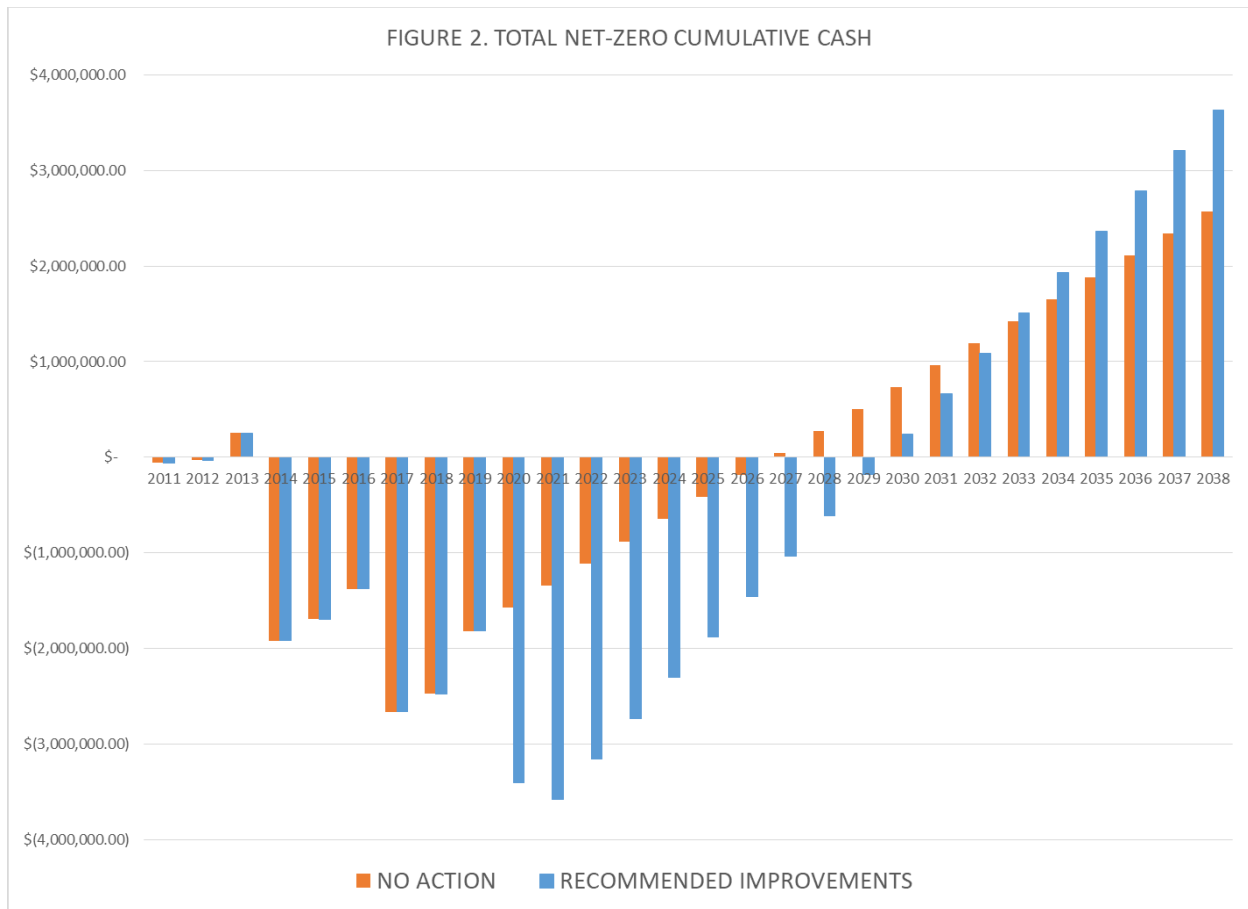


Figure 2 shows the revised total net-zero cumulative cash over time. In addition to the CHP costs and electrical savings, total net-zero cash includes all equipment and infrastructure costs associated with FOG receiving and biosolids treatment improvements as well as revenue from grease haulers and expenses for hauling and land application of Class B biosolids. The similar figure in the December 2019 report showed overall investments in net-zero energy facilities paying for themselves by 2028. With the revised capital expenses included in the analysis, the overall investment would pay for itself by 2030. District staff agree that the overall ten year payback is acceptable, especially given that the District has infrastructure that would be underutilized if this project does not move forward.



The project price is approximately \$500,000 above the budgeted amount. In order to pay for this project within FY 20-21, construction of the sludge drying bed cover, which was budgeted at \$665,950, is proposed to be delayed until FY 21-22. The design of the sludge drying bed cover will continue so that construction may start in May 2021. Should other projects be completed under budget or be delayed, District staff may decide to move the cover project back into this fiscal year.

The District has applied for incentives through the ComEd Energy Efficiency Program. The ComEd engineer reviewing our application provided a preliminary estimate of the reserved incentives at \$244,700 in an April 24, 2020 e-mail message to me. This is the value that was used in the economic analysis presented herein. The District's application is in the final phase of the review, and the reservation letter is expected to be sent out within the next week.

At the May 19, 2020 Board meeting, staff will be seeking approval from the Board for the General Manager to enter into an agreement with Baxter & Woodman, Inc. & Boller Construction Company LLC Joint Venture to provide Design-Build services for the CHP #1 Replacement Project for a guaranteed maximum price of \$1,082,575, pending legal review of the agreement and receipt of an incentives reservation letter from ComEd.

C: BOLI, WCC, MGP

DOWNERS GROVE SANITARY DISTRICT

MEMO

TO: Amy R. Underwood
General Manager

FROM: W. Clay Campbell
Administrative Supervisor

DATE: May 15, 2020

RE: Progress Report – April, 2020

ADMINISTRATIVE

Personnel

The District's Admin Center closure to public foot traffic has been extended until June 1 in accordance with Governor Pritzker's renewed Stay At Home Order through May 30. Administration department staff has continued to effectively work remotely from home starting halfway through March to date. There is a separate memo in this month's packet regarding a recommended Work from Home Reimbursement Allowance policy for consideration by the Board.

Reimbursement Program for Sanitary Sewer Backups Caused by Public Sanitary Sewer Blockages

There have been no new backups resulting from a mainline blockage since the last update, and as a result, I have not included a new summary.

OSHA Log

As required by the Illinois Department of Labor, the OSHA Form 300A for 2019 has been completed and will be posted from February 1 to April 30.

Group Health Insurance and Flexible Spending Arrangement Enrollments

We had a virtual employee open enrollment meeting on Thursday, April 30, at 2:00 p.m. using Zoom to review the benefits plans provided to employees for the coming renewal on June 1 for both the health insurance plans and flex plan. This year all employees were required to go through an online enrollment process using the method designed by staff last year. So far, open enrollment is going very smoothly. A good number of employees have completed their online enrollments for both plans. Amy Abell, of GCG Financial, Inc., was also present during the virtual open enrollment meeting. The meeting was also recorded in the event employees that could not attend wanted to review the presentation at a later time.

Open Meetings Act Compliance

In accordance with Section 7.3 of the Open Meetings Act, staff posted information on the District's website related to the total compensation package for all employees following approval of the

District budget for the next fiscal year.

Safety Committee and Related Safety Matters

The Safety Committee did not meet in April due to the ongoing Stay At Home order from Governor Pritzker. Safety Coordinator Jessie Gwozdz has continued to focus on safety matters for the District as she works remote. She is working on a COVID-19 Preparedness Plan, in conjunction with General Manager Underwood and myself, in anticipation of employees starting to return to the workplace in the coming months.

Technology Update

Staff anticipates holding the May 19 regular board meeting using the Zoom virtual meeting platform again. Staff will be posting a link on its website to allow the public an opportunity to attend the meeting by video and/or audio means in compliance with the Illinois Open Meetings Act. As well, during the public comment portion of the meeting, staff can provide an opportunity for any attending members of the public to be heard.

I have been working with Chris Larsen of Sound, Inc. to investigate the feasibility of a fiber link being installed for both phone service and reliable high-speed data connection all in one for the District's network. AT&T has communicated to all of its customers (the District uses CallOne, but it is merely a reseller of service on AT&T's infrastructure) that it will start pricing customers out of the physical copper lines as it no longer wants to continue supporting or repairing its aging infrastructure. If installed, such a fiber connection would result in the District's Comcast high-speed connection becoming the redundant failover connection in the instance of an outage.

Concentric Integration is continuing to assist the District with upgrading several of its servers to a newer operating system to ensure operability in the future and to continue to have support from Microsoft. This is anticipated to be complete in June.

The following is a detailed summary of the Invoice Cloud portal's utilization in the last month and since the portal's launch in February 2015 through the end of last month:

# of Customers registered in the last month:	50
# of Customers paying their bills online in the last month:	1,198
Amount of Money processed through the Portal in the last month:	\$71,549.46
# of Customers signing up for Autopay through the Portal in the last month:	29
# of Customers enrolled in paperless billing in the last month:	32
# of customers registered for pay by text in the last month:	14
Cost to District for providing Invoice Cloud service in the last month:	\$354.30
Cost to District's customers (convenience fees) in the last month:	\$2,127.00
Estimated Monthly savings from customers enrolled in paperless billing:	\$64.11
# of Customers registered from launch through last month:	4,759
# of Customers signing up for Autopay through the Portal from launch through last month:	1,334
# of Customers enrolled in paperless billing from launch through last month:	2,137
# of customers registered for pay by text from launch through last month:	1,438

FINANCIAL

Annual Audit

Preliminary audit work with Lauterbach & Amen, LLP began on April 28. Fieldwork will be taking place the week of May 18.

Treasurer's Report and Investment Activity

The monthly Treasurer's Report is included separately in the packet each month and detailed investment information (financial institution name, current rate and dollar amount) is provided on the District's Investment Schedule also provided separately in the packet each month.

User Billing

To alleviate potential hardships for the District's customers, Amy and I have decided to waive any penalties for unpaid customer account balances in the month of April. We will continue to monitor the general state of unpaid balances as April continues to determine if additional action should be taken for the month of May.

Detailed billing information is attached to this report.

CODE ENFORCEMENT & UNSEWERED AREAS

Building Sanitary Service Repair Assistance Program; Infiltration and Inflow Removal Program; and Overhead Sewers and Backflow Prevention Devices Reimbursement Program

I have continued to perform the legal review of both Program Agreements and Access Agreements for all of the above programs as prepared by our office prior to execution by the parties.

Sewer Permitting Process

I have continued to perform the legal review of Access Agreements and Annexation Petitions prepared by our office as needed by sewer permit applicants.

cc: WDVb, AES, PWC, KJR, RTJ, MJS, MGP

USER BILLING SUMMARY

User Charge System

Billings for April 2020 were as follows:

User	\$236,565.95
Surcharge	35,036.30
Monthly fees	349,436.73
Total	<u>\$621,038.98</u>
Summer Usage Adjustment	\$0.00
Billable Flow	139,156,441
Budgeted Billable Flow	154,942,271
% Actual/Budgeted Billable Flow	89.81%
YTD Billable Flow	1,802,261,436
YTD Budgeted Billable Flow	1,944,809,917
% Actual/Budgeted Billable Flow	92.67%

The user accounts receivable balance on 4/30/2020 is \$621,181.49 and consists of:

Current charges due 4/15/20	\$509,983.24
Past due charges and penalty	111,198.25
Total	<u>\$621,181.49</u>

The past due charges represent:

<u>Age</u>	<u>User Charges</u>	<u>Penalty</u>	<u>Totals</u>
30 days past due	\$30,628.59	\$0.00 *	\$30,628.59
60 days past due	24,732.69	2,888.41	27,621.10
90 days & greater past due	46,759.51	6,189.05	52,948.56
	<u> </u>	<u> </u>	<u> </u>
Totals	\$102,120.79	\$9,077.46	\$111,198.25

*** No penalty was assessed on User Accounts in the month of April due to the current COVID-19 Pandemic**

Summary of
Past Due Charges
(90 Days and Over)

Five Year Comparison

April

<u>Year</u>	<u>User Charges</u>	<u>Penalty</u>	<u>Total</u>
2020	\$46,759.51	\$6,189.05	\$52,948.56 *****
2019	37,792.28	4,731.80	42,524.08 *****
2018	47,731.52	6,146.82	53,878.34 *****
2017	29,538.80	4,227.20	33,766.00 ***
2016	49,333.27	5,739.53	55,072.80 **

*****Includes \$10,462.28 in sewer disconnection costs on 2 accounts plus late fees

****Includes \$13,020.74 in sewer disconnection costs on 4 accounts plus late fees

***Includes \$17,128.69 in sewer disconnection costs on 6 accounts plus late fees

**Includes \$9,256.59 in sewer disconnection costs on 3 accounts plus late fees

Twelve Months Ending April 2020

<u>Month Ending</u>	<u>User Charges</u>	<u>Penalty</u>	<u>Total</u>
4/30/20	\$46,759.51	\$6,189.05	\$52,948.56
3/31/20	45,678.23	6,089.99	51,768.22
2/29/20	43,332.92	5,779.38	49,112.30
1/31/20	40,668.53	5,110.21	45,778.74
12/31/19	42,249.41	5,545.98	47,795.39
11/30/19	44,865.08	6,235.59	51,100.67
10/31/19	44,946.81	5,708.76	50,655.57
9/30/19	49,629.96	6,354.25	55,984.21
8/31/19	46,041.82	5,990.19	52,032.01
7/31/19	44,335.90	5,529.97	49,865.87
6/30/19	44,551.56	5,596.79	50,148.35
5/31/19	41,508.51	5,098.57	46,607.08

One account from 2012 and another from 2014 are the only two remaining sewer disconnections.

To: Amy Underwood, General Manager
From: Marc Majewski, Operations Supervisor
Re: Month of April, 2020 WWTC Operations Report.
Date: May 13, 2020

Attached please find detailed operating data and our monthly report to Illinois EPA for April. We had no excursions over our permit limit in April.

Certain highlights of operational activities included:

- Monthly flow: Average daily flows to the plant were 11.94 MGD. Total precipitation at the WWTC was 4.40". There were 2 excess flow events during the month of April. There were 16 days of discharge over 11 mgd.
- Activated sludge: Operating performance improved throughout the month of April. Floc formers are predominating leading to good solids settling.
- Anaerobic Digesters: Pumped a total of 1,001,512 gallons of primary sludge, 469,620 gallons of WAS, and 245,890 gallons of waste grease for a total of 1,717,022 gallons pumped to digesters. Total Volatile Solids destruction was calculated at 64.5% for April.
- Digester gas: Total digester gas production was 5,423,536 cubic feet. 161,127 cubic feet of gas was used for anaerobic digestion heat, and 3,323,067 cubic feet was used in the CHP facilities. 1,291,652 cubic feet of flared gas was recorded during the month. The Munters dehumidifier used 647,691 cubic feet of gas.
- Bio-solids: Bio-mechanics have been utilizing the bio-pads for drying when the weather cooperates. Dahm Enterprises was onsite for Class B sludge hauling April 22nd and 23rd. They hauled a total of 2,310 cubic yards off site for land application.
- Miscellaneous Items: Bio-mechanics and maintenance have been working together to get the sodium hypochlorite generation system (OSEC) back in operation. RJ O'Neill completed several connections to various sludge piping throughout the plant for the Waste activated sludge thickener project.
- Electricity: Overall net energy from ComEd was: 91,350 KW-Hrs. Electricity Generated by the CHP system was 250,607 KW-Hrs. Monthly net energy (including natural gas usage) was 103 MW-Hrs for the month of April.

C: WDVb, AES, PWC, KJR, RTJ, MJS, WCC, MGP

Monthly Operations Report Page 1

	WWTC Rainfall	B01 Parshall Flume Flow Max Mgd	B01 Parshall Flume Flow Min Mgd	B01 Parshall Flume Flow Avg Mgd	A01 Parshall Flume Flow Max Mgd	A01 Parshall Flume Flow Avg Mgd	C01 Int Clar #1 Flow Max Mgd	C01 Int Clar #1 Flow Avg Mgd	Outfall 003 Flow Max Mgd	Outfall 003 Flow Avg Mgd	Total Flow Max Mgd	Total Flow Avg Mgd	002 Outfall Flow Avg Mgd
Date	inches	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD
4/1/2020	0.00	16.79	9.94	13.16	0.00	0.00	0.00	0.00	0.00	0.00	16.79	13.16	0.00
4/2/2020	0.00	15.83	9.26	12.06	0.00	0.00	0.00	0.00	0.00	0.00	15.83	12.06	0.00
4/3/2020	0.00	16.02	8.17	11.16	0.00	0.00	0.00	0.00	0.00	0.00	16.02	11.16	0.00
4/4/2020	0.08	15.57	7.71	11.15	0.00	0.00	0.00	0.00	0.00	0.00	15.57	11.15	0.00
4/5/2020	0.00	15.56	7.71	10.67	0.00	0.00	0.00	0.00	0.00	0.00	15.56	10.67	0.00
4/6/2020	0.05	15.37	7.02	10.52	0.00	0.00	0.00	0.00	0.00	0.00	15.37	10.52	0.00
4/7/2020	0.17	16.76	9.72	11.55	0.00	0.00	0.00	0.00	0.00	0.00	16.76	11.55	0.00
4/8/2020	0.12	17.49	9.50	12.24	0.00	0.00	0.00	0.00	0.00	0.00	17.49	12.24	0.00
4/9/2020	0.00	17.30	8.74	11.53	0.00	0.00	0.00	0.00	0.00	0.00	17.30	11.53	0.00
4/10/2020	0.00	12.61	7.61	10.43	0.00	0.00	0.00	0.00	0.00	0.00	12.61	10.43	0.00
4/11/2020	0.19	15.70	7.09	10.29	0.00	0.00	0.00	0.00	0.00	0.00	15.70	10.29	0.00
4/12/2020	0.06	16.17	8.31	11.15	0.00	0.00	0.00	0.00	0.00	0.00	16.17	11.15	0.00
4/13/2020	0.11	15.92	9.66	11.43	0.00	0.00	0.00	0.00	0.00	0.00	15.92	11.43	0.00
4/14/2020	0.00	12.66	7.16	10.30	0.00	0.00	0.00	0.00	0.00	0.00	12.66	10.30	0.00
4/15/2020	0.08	15.22	6.93	10.33	0.00	0.00	0.00	0.00	0.00	0.00	15.22	10.33	0.00
4/16/2020	0.00	12.46	6.75	9.72	0.00	0.00	0.00	0.00	0.00	0.00	12.46	9.72	0.00
4/17/2020	0.41	20.19	6.78	12.81	0.00	0.00	0.00	0.00	0.00	0.00	20.19	12.81	0.00
4/18/2020	0.01	17.12	9.78	12.93	0.00	0.00	0.00	0.00	0.00	0.00	17.12	12.93	0.00
4/19/2020	0.00	14.75	8.15	11.12	0.00	0.00	0.00	0.00	0.00	0.00	14.75	11.12	0.00
4/20/2020	0.03	16.02	7.22	10.57	0.00	0.00	0.00	0.00	0.00	0.00	16.02	10.57	0.00
4/21/2020	0.00	12.29	6.97	10.10	0.00	0.00	0.00	0.00	0.00	0.00	12.29	10.10	0.00
4/22/2020	0.01	12.73	6.73	9.76	0.00	0.00	0.00	0.00	0.00	0.00	12.73	9.76	0.00
4/23/2020	0.00	12.27	6.34	9.45	0.00	0.00	0.00	0.00	0.00	0.00	12.27	9.45	0.00
4/24/2020	0.00	15.19	5.94	9.05	0.00	0.00	0.00	0.00	0.00	0.00	15.19	9.05	0.00
4/25/2020	0.42	18.17	5.98	10.77	0.00	0.00	0.00	0.00	0.00	0.00	18.17	10.77	0.00
4/26/2020	0.00	15.52	9.26	11.56	0.00	0.00	0.00	0.00	0.00	0.00	15.52	11.56	0.00
4/27/2020	0.08	15.81	6.75	10.14	0.00	0.00	0.00	0.00	0.00	0.00	15.81	10.14	0.00
4/28/2020	0.34	26.35	9.47	14.16	0.00	0.00	0.00	0.00	0.00	0.00	26.35	14.16	0.00
4/29/2020	2.07	30.00	19.23	24.93	39.91	19.32	16.00	3.68	0.00	0.00	85.91	47.93	29.77
4/30/2020	0.17	26.86	17.93	23.01	32.44	19.30	16.00	5.38	0.00	0.00	75.30	47.69	31.64
Minimum	0.00	12.27	5.94	9.05	0.00	0.00	0.00	0.00	0.00	0.00	12.27	9.05	0.00
Maximum	2.07	30.00	19.23	24.93	39.91	19.32	16.00	5.38	0.00	0.00	85.91	47.93	31.64
Total	4.40	500.67	257.80	358.04	72.35	38.63	32.00	9.05	0.00	0.00	605.02	405.72	61.41
Average	0.15	16.69	8.59	11.94	2.41	1.29	1.07	0.30	0.00	0.00	20.17	13.52	2.05

Monthly Operations Report Page 2

	Tertiary Flow MGD	MLSS Avg	Activated Sludge Inventory Lbs MLSS	Activated Sludge SRT Days	15 Minutes Aeration Settling %	30 Minutes Aeration Settling %	60 Minutes Aeration Settling %	Sludge Volume Index	System 1 RAS TSS	System 2 RAS TSS	Dupage River Outfall DO
Date	MGD		LBS	DAYS	mL/L	mL/L	mL/L	mL/g	mg/l	mg/l	mg/l
4/1/2020	13.16	2,181	73,516	10.30	49	37	29	168		5,217	8.8
4/2/2020	12.06		73,516	10.49							
4/3/2020	11.16	2,315	78,062	13.10	45	32	25	140		4,692	8.6
4/4/2020	11.15		78,062	13.52							
4/5/2020	10.67		78,062	12.98							
4/6/2020	10.52	2,048	69,046	15.14	42	32	26	154		3,716	8.4
4/7/2020	11.55		69,046	17.06							
4/8/2020	12.24	1,987	66,980	11.78	42	29	24	148		5,286	8.2
4/9/2020	11.53		66,980	13.95							
4/10/2020	10.43		66,980	14.97							8.5
4/11/2020	10.29		66,980	14.95							
4/12/2020	11.15		66,980	15.80							
4/13/2020	11.43	2,339	78,865	19.37	45	34	28	144		4,643	8.7
4/14/2020	10.30		78,865	17.81							
4/15/2020	10.33	2,432	81,982	19.56	54	39	30	160		4,076	8.4
4/16/2020	9.72		81,982	17.59							
4/17/2020	12.81	2,367	79,788	12.80	48	35	28	150		5,546	8.4
4/18/2020	12.93		93,557	12.56							
4/19/2020	11.12		79,788	12.80							
4/20/2020	10.57	2,145	72,321	14.73	37	30	24	139		4,207	8.6
4/21/2020	10.10		72,321	14.87							
4/22/2020	9.76	2,191	73,860	17.12	40	29	23	134		3,863	8.2
4/23/2020	9.45		73,860	17.12	36	28	22				
4/24/2020	9.05	2,166	73,031	14.45	40	29	23	136		4,558	8.1
4/25/2020	10.77		73,031	14.25							
4/26/2020	11.56		73,031	14.11							
4/27/2020	10.14	2,175	73,342	14.12	34	26	22	121		4,556	8.6
4/28/2020	14.16		73,342	14.33							
4/29/2020	24.93		73,342	13.96							6.2
4/30/2020	23.01		73,342	13.97							
Minimum	9.05	1,987	66,980.41	10.30	33.81	26.30	21.70	120.84		3,716	6.2
Maximum	24.93	2,432	93,556.71	19.56	53.57	38.89	30.26	167.92		5,546	8.8
Total	358.04	24,346	2,233,858.25	439.57	510.69	380.92	306.73	1,594.03		50,360	107.7
Average	11.94	2,213	74,462.00	14.65	42.67	31.67	25.33	144.91		4,578	8.3

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	Tertiary Flow MGD	Influent BOD 5	Primary Clarifier BOD 5	Intermediate Clarifier CBOD 5	Tertiary Effluent CBOD 5	Tertiary Effluent CBOD 5 Load	BOD 5 Removal %	Ambient Air Temp Min	Ambient Air Temp Max	Influent Flow Temp
Date	MGD	mg/l	mg/l	mg/l	mg/l		%	Deg F	Deg F	Deg F
4/1/2020	13.16	192			0.7	77	98.3	37	59	52.3
4/2/2020	12.06	205			0.8	80	97.8	31	65	
4/3/2020	11.16							47	73	
4/4/2020	11.15							34	53	
4/5/2020	10.67							35	57	
4/6/2020	10.52	185			1.2	105	96.8	32	65	53.8
4/7/2020	11.55	181			1.4	135	96.6	56	82	54.0
4/8/2020	12.24	184			0.9	92	97.3	49	80	54.1
4/9/2020	11.53	208			1.8	173	96.9	35	50	54.5
4/10/2020	10.43							32	52	
4/11/2020	10.29							39	158	
4/12/2020	11.15							49	176	
4/13/2020	11.43	80			1.2	114	93.8	34	62	54.9
4/14/2020	10.30				1.2	103		28	41	54.1
4/15/2020	10.33	273			1.0	86	98.2	27	41	
4/16/2020	9.72	220			1.4	113	97.1	25	48	54.5
4/17/2020	12.81							33	87	
4/18/2020	12.93							32	59	
4/19/2020	11.12							36	66	
4/20/2020	10.57	200			0.7	62	98.6	30	176	56.5
4/21/2020	10.10	218			0.8	67	97.7	36	54	56.4
4/22/2020	9.76	240			1.0	81	98.4	39	66	55.6
4/23/2020	9.45	240			1.4	110	97.5	44	106	56.1
4/24/2020	9.05							42	139	
4/25/2020	10.77							42	136	
4/26/2020	11.56							40	67	
4/27/2020	10.14	150			1.1	93	98.2	35	69	57.0
4/28/2020	14.16	195			1.7	201	97.3	53	82	57.6
4/29/2020	24.93	92			2.4	499	92.8	44	63	54.4
4/30/2020	23.01	68			2.0	384	94.7	41	62	54.5
Minimum	9.05	68			0.70	62	92.8	25	41	52.3
Maximum	24.93	273			2.40	499	98.6	56	176	57.6
Total	358.04	3,131			22.70	2,577	1,648.0	1,138	2,394	880.3
Average	11.94	184			1.26	143	96.9	38	80	55.0

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	Tertiary Flow MGD	Influent TSS	Primary Clarifier TSS	Intermediate Clarifier TSS	Tertiary Effluent TSS	Tertiary Effluent TSS Load	TSS Removal %	Influent pH	Primary Clarifier pH	Tertiary Effluent pH	Intermediate pH
Date	MGD	mg/l	mg/l	mg/l	mg/l	lbs/day	%	SU	SU	SU	SU
4/1/2020	13.16	172			0.4	44	99.8	7.6	7.7	7.1	7.4
4/2/2020	12.06	184			0.3	30	99.8				
4/3/2020	11.16	140			0.4	37	99.7	7.6	7.7	7.1	7.3
4/4/2020	11.15	136			0.3	28	99.8				
4/5/2020	10.67	162			0.5	44	99.7				
4/6/2020	10.52	200			0.6	53	99.7			7.4	
4/7/2020	11.55	174			0.5	48	99.7				
4/8/2020	12.24	172			0.4	41	99.8			7.2	
4/9/2020	11.53	202			0.6	58	99.7				
4/10/2020	10.43	160			0.5	44	99.7			7.2	
4/11/2020	10.29	132			0.4	34	99.7				
4/12/2020	11.15	144			0.7	65	99.5				
4/13/2020	11.43	84			0.9	86	98.9			7.3	
4/14/2020	10.30				0.8	69					
4/15/2020	10.33	292			0.6	52	99.8	7.1		7.3	
4/16/2020	9.72	252			0.8	65	99.7				
4/17/2020	12.81	180			0.6	64	99.7	7.7		7.2	
4/18/2020	12.93	88			0.8	86	99.1				
4/19/2020	11.12	144			0.4	37	99.7				
4/20/2020	10.57	168			0.4	35	99.8	7.7		7.0	
4/21/2020	10.10	174			0.5	42	99.7				
4/22/2020	9.76	212			0.5	41	99.8	7.6		7.1	
4/23/2020	9.45	218			0.7	55	99.7				
4/24/2020	9.05	256			0.5	38	99.8	7.6		7.0	
4/25/2020	10.77	152			0.7	63	99.5				
4/26/2020	11.56	120			0.5	48	99.6				
4/27/2020	10.14	204			0.5	42	99.8	7.6		7.2	
4/28/2020	14.16	192			0.7	83	99.6				
4/29/2020	24.93	124			2.7	561	97.8	7.7		7.1	
4/30/2020	23.01	60			2.7	518	95.5				
Minimum	9.05	60			0.3	28	95.5	7.1	7.7	7.0	7.3
Maximum	24.93	292			2.7	561	99.8	7.7	7.7	7.4	7.4
Total	358.04	4,898			20.9	2,511	2,884.0	68.2	15.4	93.2	14.7
Average	11.94	169			0.7	84	99.5	7.6	7.7	7.2	7.4

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Date	Tertiary Flow MGD	Influent Ammonia-N mg/l	Tertiary Ammonia-N mg/l	Tertiary Effluent Ammonia-N Load lbs/day	Chlorine Residual mg/l	Fecal Coliform col/100ml
4/1/2020	13.16					
4/2/2020	12.06					
4/3/2020	11.16					
4/4/2020	11.15					
4/5/2020	10.67	13.84	0.35	31.1		
4/6/2020	10.52					
4/7/2020	11.55	11.68	2.27	218.6		
4/8/2020	12.24					
4/9/2020	11.53					
4/10/2020	10.43					
4/11/2020	10.29					
4/12/2020	11.15	11.48	0.04	3.7		
4/13/2020	11.43					
4/14/2020	10.30	11.68	0.92	79.0		
4/15/2020	10.33					
4/16/2020	9.72					
4/17/2020	12.81					
4/18/2020	12.93					
4/19/2020	11.12	12.00	0.03	2.8		
4/20/2020	10.57					
4/21/2020	10.10	15.32	0.52	43.8		
4/22/2020	9.76					
4/23/2020	9.45					
4/24/2020	9.05					
4/25/2020	10.77					
4/26/2020	11.56	11.04	0.03	2.9		
4/27/2020	10.14					
4/28/2020	14.16	14.60	0.76	89.8		
4/29/2020	24.93				0.02	
4/30/2020	23.01					
Minimum	9.05	11.04	0.03	2.8	0.02	
Maximum	24.93	15.32	2.27	218.6	0.02	
Total	358.04	101.64	4.92	471.7	0.02	
Average	11.94	12.71	0.62	59.0	0.02	

SLUDGE DATA

Primary Sludge	TS	3.30 %	1,001,512 Gallons
WAS to Digesters	TS	2.35 %	469,620 Gallons
Hauled Grease to Digs	TS	8.96 %	245,890 Gallons
<u>Anaerobically Digested Sludge Pumping</u>			
Drying Beds	TS	3.07 %	303,236 Gallons
BFP	TS	1.68 %	783,851 Gallons
Lagoons	TS	%	69,720 Gallons
Total			1,156,807 Gallons
VS Destruction			64.5 %

Biosolids Disposal

Class A Distribution	Apr	93 Dry Tons
Class B Hauling	Apr	252 Dry Tons
Total	Apr	345 Dry Tons
Class A Distribution	YTD	101 Dry Tons
Class B Hauling	YTD	448 Dry Tons
Total	YTD	549 Dry Tons

ENERGY DATA

Total Digester Gas Production	5,423,536 SCF
Gas Volume per Volatile Solids Load	11.0 Cu.Ft./Lb.
<u>Digester Gas Utilization</u>	
Heat Exchangers	161,127 SCF
Dehumidification	647,691 SCF
CHP	3,323,067 SCF
Total	4,131,885 SCF
<u>Digester Gas Flared</u>	1,291,652 SCF
<u>Natural Gas Consumed</u>	
WWTC	17,500 SCF
MSB	11,400 SCF
Chemical Feed	8,700 SCF
5006 Walnut	9,300 SCF
Kilowatt-hours Generated CHP	250,607 KWH
Net energy from Comed	91,350 KWH
Monthly net energy	103 MWH

MISCELLANEOUS

Grit Removal	Apr	20 Cu. Yds
Grit Removal	YTD	100 Cu. Yds
Anaerobic Supernate		646,027 Gallons
Waste Activated Sludge		132,612 Gals/Day
City Water Consumed		8,527 Gallons

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	Tertiary Flow MGD	Influent Phosphorus	Tertiary Effluent Phosphorus	Influent Phosphorus Load	Tertiary Effluent Phosphorus Load	Phosphorus Removal %	Influent Nitrogen	Tertiary Effluent Nitrogen	Influent Nitrogen Load	Tertiary Effluent Nitrogen Load	Nitrogen Removal %	Tertiary Effluent Nitrate Grab
Date	MGD	mg/l	mg/l	lbs/day	lbs/day	%	mg/l	mg/l	lbs/day	lbs/day	%	mg/l
4/1/2020	13.16											
4/2/2020	12.06											
4/3/2020	11.16											
4/4/2020	11.15											
4/5/2020	10.67											
4/6/2020	10.52											
4/7/2020	11.55											
4/8/2020	12.24											
4/9/2020	11.53	4.69	2.61	424.6	251.0	44.3						
4/10/2020	10.43											
4/11/2020	10.29											
4/12/2020	11.15											
4/13/2020	11.43											
4/14/2020	10.30						18.2	16.4	1,422.1	1,408.3	1.0	
4/15/2020	10.33											
4/16/2020	9.72											
4/17/2020	12.81											
4/18/2020	12.93											
4/19/2020	11.12											
4/20/2020	10.57											
4/21/2020	10.10											
4/22/2020	9.76											
4/23/2020	9.45											
4/24/2020	9.05											
4/25/2020	10.77											
4/26/2020	11.56											
4/27/2020	10.14											
4/28/2020	14.16											
4/29/2020	24.93											
4/30/2020	23.01											
Minimum	9.05	4.69	2.61	424.6	251.0	44.3	18.2	16.4	1,422.1	1,408.3	1.0	
Maximum	24.93	4.69	2.61	424.6	251.0	44.3	18.2	16.4	1,422.1	1,408.3	1.0	
Total	358.04	4.69	2.61	424.6	251.0	44.3	18.2	16.4	1,422.1	1,408.3	1.0	
Average	11.94	4.69	2.61	424.6	251.0	44.3	18.2	16.4	1,422.1	1,408.3	1.0	

DMR Copy of Record

Permit

Permit #:
Major:

IL0028380
Yes

Permittee:
Permittee Address:

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Facility:
Facility Location:

DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Permitted Feature:

001
External Outfall

Discharge:

001-0
COMBINED DISCHARGE FROM A01, B01, & C01

Report Dates & Status

Monitoring Period:

From 04/01/20 to 04/30/20

DMR Due Date:

05/25/20

Status:

NetDMR Validated

Considerations for Form Completion

NUMBER OF DAYS OF DISCHARGE.COMBINED OUTFALLS: A01-MIXING CHAMBER DISCHARGE TO E BR OF DUPAGE RIVER-EFFECTIVE WHEN FLOWS TO TRT PLT ARE GREATER THAN 22 MGD & EXCESS FLOW FAC IS IN OPERATION. 002 BECOMES OPERATIONAL WHEN 001, A01,& B01 EXCEED 30 MGD.

Principal Executive Officer

First Name:

Amy

Last Name:

Underwood

Title:

General Manager

Telephone:

630-969-0664

No Data Indicator (NODI)

Form NODI: --

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading				Quality or Concentration						# of Ex.	Frequency of Analysis	Sample Type				
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units					
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample						=	8.6		=	8.3		=	8.1	19 - mg/L	0	03/DW - 3 Days Every Week DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.							Req Mon MO AV MN			Req Mon MN WK AV			Req Mon DAILY MN	19 - mg/L			
					Value NODI																	
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample								=	6.2		=	9.3		19 - mg/L	0	03/DW - 3 Days Every Week DL/DS - Daily When Discharging	CP - COMPOS GR - GRAB
					Permit Req.								<=	30.0 MO AVG		<=	45.0 WKLY AVG		19 - mg/L			
					Value NODI																	
00400	pH	1 - Effluent Gross	0	--	Sample						=	7.0			=	7.5		12 - SU	0	03/DW - 3 Days Every Week DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.						>=	6.0 MINIMUM			<=	9.0 MAXIMUM		12 - SU				
					Value NODI																	
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample								=	1.8		=	6.4		19 - mg/L	0	03/DW - 3 Days Every Week DL/DS - Daily When Discharging	CP - COMPOS GR - GRAB
					Permit Req.								<=	30.0 MO AVG		<=	45.0 WKLY AVG		19 - mg/L			
					Value NODI																	
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample								=	0.85		=	2.27		19 - mg/L	0	03/DW - 3 Days Every Week DL/DS - Daily When Discharging	CP - COMPOS GR - GRAB
					Permit Req.									Req Mon MO AVG			Req Mon DAILY MX		19 - mg/L			
					Value NODI																	
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample										=	2.61		19 - mg/L	0	03/30 - Three Per Month DL/DS - Daily When Discharging	CP - COMPOS GR - GRAB	
					Permit Req.											Req Mon DAILY MX		19 - mg/L				
					Value NODI																	
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample								=	0.29				19 - mg/L	0	02/30 - Twice Per Month DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.								<=	0.75 MO AVG				19 - mg/L				
					Value NODI																	
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample										=	8.0		13 - #/100mL	0	02/30 - Twice Per Month DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.										<=	400.0 DAILY MX		13 - #/100mL				
					Value NODI																	
82220	Flow, total	1 - Effluent Gross	0	--	Sample			=	344.32	80 - Mgal/mo									0	99/99 - Continuous 99/99 - Continuous		
					Permit Req.				Req Mon MO TOTAL	80 - Mgal/mo												
					Value NODI																	

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

30 days of discharge, including 2 days combined with A01 and 1 day combined with C01.

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User:	reeseberry
Name:	Dorrance Berry
E-Mail:	rberry@dgsd.org
Date/Time:	2020-05-13 08:06 (Time Zone: -05:00)
<i>Report Last Signed By</i>	
User:	reeseberry
Name:	Dorrance Berry
E-Mail:	rberry@dgsd.org
Date/Time:	2020-05-13 08:53 (Time Zone: -05:00)

DMR Copy of Record

Permit

Permit #:
Major:

IL0028380
Yes

Permittee:
Permittee Address:

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Facility:
Facility Location:

DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Permitted Feature:

002
External Outfall

Discharge:

002-0
MIXING CHMBR OVERFLOW TO ST. JOSEPH CRK

Report Dates & Status

Monitoring Period:

From 04/01/20 to 04/30/20

DMR Due Date:

05/25/20

Status:

NetDMR Validated

Considerations for Form Completion

NUMBER OF DAYS OF DISCHARGE:CS

Principal Executive Officer

First Name:

Amy

Last Name:

Underwood

Title:

General Manager

Telephone:

630-969-0664

No Data Indicator (NODI)

Form NODI: --

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units			
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample										=	9.1	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MN	19 - mg/L			
					Value NODI															
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample								=	12.4		10.3	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.								<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L			
					Value NODI															
00400	pH	1 - Effluent Gross	0	--	Sample						=	7.2			=	7.5	12 - SU	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.						>=	6.0 MINIMUM			<=	9.0 MAXIMUM	12 - SU			
					Value NODI															
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample								=	17.1	=	12.4	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.								<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L			
					Value NODI															
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample										=	2.18	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MX	19 - mg/L			
					Value NODI															
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample										=	1.07	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MX	19 - mg/L			
					Value NODI															
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample								=	0.22			19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.								<=	0.75 MO AVG			19 - mg/L			
					Value NODI															
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample										=	5.0	13 - #/100mL	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.										<=	400.0 DAILY MX	13 - #/100mL			
					Value NODI															
82220	Flow, total	1 - Effluent Gross	0	--	Sample			=	61.41	80 - Mgal/mo								0	DL/DS - Daily When Discharging	
					Permit Req.				Req Mon MO TOTAL	80 - Mgal/mo										
					Value NODI															

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

2 days of discharge.

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User:

reeseberry

Name:	Dorrance Berry
E-Mail:	rberry@dgsd.org
Date/Time:	2020-05-13 08:23 (Time Zone: -05:00)
<i>Report Last Signed By</i>	
User:	reeseberry
Name:	Dorrance Berry
E-Mail:	rberry@dgsd.org
Date/Time:	2020-05-13 08:53 (Time Zone: -05:00)

DMR Copy of Record

Permit

Permit #:
Major:

IL0028380
Yes

Permittee:
Permittee Address:

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Facility:
Facility Location:

DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Permitted Feature:

003
External Outfall

Discharge:

003-0
EXCESS FLOW TO ST. JOSEPH CRK

Report Dates & Status

Monitoring Period:
From 04/01/20 to 04/30/20

DMR Due Date:
05/25/20

Status:
NetDMR Validated

Considerations for Form Completion

NUMBER OF DAYS OF DISCHARGE:CS

Principal Executive Officer

First Name:
Last Name:

Amy
Underwood

Title:
General Manager

Telephone:
630-969-0664

No Data Indicator (NODI)

Form NODI: --

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units			
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MN	19 - mg/L			
					Value NODI											C - No Discharge				
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.								<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L			
					Value NODI									C - No Discharge		C - No Discharge				
00400	pH	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.						>=	6.0 MINIMUM			<=	9.0 MAXIMUM	12 - SU			
					Value NODI							C - No Discharge				C - No Discharge				
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.								<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L			
					Value NODI									C - No Discharge		C - No Discharge				
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MX	19 - mg/L			
					Value NODI											C - No Discharge				
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MX	19 - mg/L			
					Value NODI											C - No Discharge				
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.								<=	0.75 MO AVG			19 - mg/L			
					Value NODI									C - No Discharge						
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.										<=	400.0 DAILY MX	13 - #/100mL			
					Value NODI											C - No Discharge				
82220	Flow, total	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	
					Permit Req.				Req Mon MO TOTAL	80 - Mgal/mo										
					Value NODI				C - No Discharge											

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User:

reeseberry

Name:	Dorrance Berry
E-Mail:	rberry@dgsd.org
Date/Time:	2020-05-13 08:24 (Time Zone: -05:00)
<i>Report Last Signed By</i>	
User:	reeseberry
Name:	Dorrance Berry
E-Mail:	rberry@dgsd.org
Date/Time:	2020-05-13 08:53 (Time Zone: -05:00)

DMR Copy of Record

Permit																						
Permit #:		IL0028380			Permittee:		DOWNERS GROVE SANITARY DISTRICT					Facility:		DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER								
Major:		Yes			Permittee Address:		2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515					Facility Location:		5003 WALNUT AVENUE DOWNERS GROVE, IL 60515								
Permitted Feature:		A01 External Outfall			Discharge:		A01-0 EXCESS FLOW FROM EXCESS FLOW CLARIFIERS															
Report Dates & Status																						
Monitoring Period:		From 04/01/20 to 04/30/20			DMR Due Date:		05/25/20					Status:		NetDMR Validated								
Considerations for Form Completion																						
NUMBER OF DAYS OF DISCHARGE:CS																						
Principal Executive Officer																						
First Name:		Amy			Title:		General Manager					Telephone:		630-969-0664								
Last Name:		Underwood																				
No Data Indicator (NODI)																						
Form NODI:		--																				
Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration						# of Ex.	Frequency of Analysis	Sample Type			
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units					
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample											=	20.0	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																DL/DS - Daily When Discharging	GR - GRAB
					Value NODI																	
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample											=	28.6	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																DL/DS - Daily When Discharging	GR - GRAB
					Value NODI																	
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample											=	3.2	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																DL/DS - Daily When Discharging	GR - GRAB
					Value NODI																	
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample											=	1.11	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																DL/DS - Daily When Discharging	GR - GRAB
					Value NODI																	
82220	Flow, total	1 - Effluent Gross	0	--	Sample			=	38.63	80 - Mgal/mo									0	DL/DS - Daily When Discharging	CN - CONTIN	
					Permit Req.				Req Mon MO TOTAL	80 - Mgal/mo											DL/DS - Daily When Discharging	CN - CONTIN
					Value NODI																	

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

2 days of discharge. Event 1: 4/29/20 to 4/30/20, discharging for 36 hours. 2.58 inches of rain over 36 hours. B01 flow rate at A01 start time: 16,681 gpm.

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User: reeseberry

Name: Dorrance Berry

E-Mail: rberry@dgsd.org

Date/Time: 2020-05-13 08:31 (Time Zone: -05:00)

Report Last Signed By

User: reeseberry

Name: Dorrance Berry

E-Mail: rberry@dgsd.org

Date/Time: 2020-05-13 08:53 (Time Zone: -05:00)

DMR Copy of Record

Permit

Permit #:
Major:

IL0028380
Yes

Permittee:
Permittee Address:

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Facility:
Facility Location:

DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Permitted Feature:

B01
External Outfall

Discharge:

B01-0
INTERNAL MIXING CHMBR - E. BR. DUPAGE RVR

Report Dates & Status

Monitoring Period:

From 04/01/20 to 04/30/20

DMR Due Date:

05/25/20

Status:

NetDMR Validated

Considerations for Form Completion

DMF LOAD LIMITS DISPLAYED.

Principal Executive Officer

First Name:
Last Name:

Amy
Underwood

Title:

General Manager

Telephone:

630-969-0664

No Data Indicator (NODI)

Form NODI: --

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units			
00011	Temperature, water deg. fahrenheit	1 - Effluent Gross	0	--	Sample										=	52.3	15 - deg F	0	01/30 - Monthly	GR - GRAB
					Permit Req.											Req Mon MO MAX	15 - deg F		01/30 - Monthly	GR - GRAB
					Value NODI															
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample							=	7.4	=	6.2	19 - mg/L	0	03/DW - 3 Days Every Week	GR - GRAB	
					Permit Req.							>=	6.0 MN WK AV	>=	5.0 DAILY MN	19 - mg/L		02/DA - 2 Days Every Week	GR - GRAB	
					Value NODI															
00400	pH	1 - Effluent Gross	0	--	Sample					=	7.0			=	7.4	12 - SU	0	03/DW - 3 Days Every Week	GR - GRAB	
					Permit Req.					>=	6.0 MINIMUM			<=	9.0 MAXIMUM	12 - SU		02/DA - 2 Days Every Week	GR - GRAB	
					Value NODI															
00410	Alkalinity, total [as CaCO3]	1 - Effluent Gross	0	--	Sample									=	206.0	19 - mg/L	0	01/30 - Monthly	CP - COMPOS	
					Permit Req.										Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CP - COMPOS	
					Value NODI															
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample	=	83.7	=	561.34	26 - lb/d		=	0.7	=	2.7	19 - mg/L	0	05/DW - 5 Days Every Week	CP - COMPOS	
					Permit Req.	<=	2202.0 MO AVG	<=	4404.0 DAILY MX	26 - lb/d		<=	12.0 MO AVG	<=	24.0 DAILY MX	19 - mg/L		02/DA - 2 Days Every Week	CP - COMPOS	
					Value NODI															
00600	Nitrogen, total [as N]	1 - Effluent Gross	0	--	Sample									=	16.4	19 - mg/L	0	01/30 - Monthly	CP - COMPOS	
					Permit Req.										Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CP - COMPOS	
					Value NODI															
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	3	--	Sample	=	58.96	=	218.59	26 - lb/d		=	0.62	=	2.27	19 - mg/L	0	03/DW - 3 Days Every Week	CP - COMPOS	
					Permit Req.	<=	275.0 MO AVG	<=	550.0 DAILY MX	26 - lb/d		<=	1.5 MO AVG	<=	3.0 DAILY MX	19 - mg/L		02/DA - 2 Days Every Week	CP - COMPOS	
					Value NODI															
00625	Nitrogen, Kjeldahl, total [as N]	1 - Effluent Gross	0	--	Sample									=	1.4	19 - mg/L	0	01/30 - Monthly	CP - COMPOS	
					Permit Req.										Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CP - COMPOS	
					Value NODI															
00630	Nitrite + Nitrate total [as N]	1 - Effluent Gross	0	--	Sample									=	15.0	19 - mg/L	0	01/30 - Monthly	CA - CALCTD	
					Permit Req.										Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CA - CALCTD	
					Value NODI															
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample									=	2.61	19 - mg/L	0	01/30 - Monthly	CP - COMPOS	
					Permit Req.										Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CP - COMPOS	
					Value NODI															
00666	Phosphorus, dissolved	1 - Effluent Gross	0	--	Sample									=	2.58	19 - mg/L	0	01/30 - Monthly	CP - COMPOS	
					Permit Req.										Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CP - COMPOS	
					Value NODI															
00940	Chloride [as Cl]	1 - Effluent Gross	0	--	Sample									=	208.0	19 - mg/L	0	01/30 - Monthly	GR - GRAB	
					Permit Req.										Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	GR - GRAB	
					Value NODI															
50050	Flow, in conduit or thru treatment plant	1 - Effluent Gross	0	--	Sample	=	11.93	=	24.93	03 - MGD							0	99/99 - Continuous		
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX	03 - MGD								99/99 - Continuous		
					Value NODI															

50060	Chlorine, total residual	1 - Effluent Gross	1	--	Sample Permit Req. Value NODI										=	0.02	19 - mg/L	CL/OC - Chlorination/Occurances	GR - GRAB
															<=	0.05 DAILY MX	19 - mg/L	CL/OC - Chlorination/Occurances	GR - GRAB
80082	BOD, carbonaceous [5 day, 20 C]	1 - Effluent Gross	0	--	Sample Permit Req. Value NODI	=	143.16	=	498.96	26 - lb/d			=	1.3	=	2.4	19 - mg/L	04/07 - Four Per Week	CP - COMPOS
						<=	1835.0 MO AVG	<=	3670.0 DAILY MX	26 - lb/d			<=	10.0 MO AVG	<=	20.0 DAILY MX	19 - mg/L	02/DA - 2 Days Every Week	CP - COMPOS
Submission Note																			
If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.																			
Edit Check Errors																			
No errors.																			
Comments																			
Attachments																			
No attachments.																			
Report Last Saved By																			
DOWNERS GROVE SANITARY DISTRICT																			
User:		reeseberry																	
Name:		Dorrance Berry																	
E-Mail:		rberry@dgsd.org																	
Date/Time:		2020-05-13 08:40 (Time Zone: -05:00)																	
Report Last Signed By																			
User:		reeseberry																	
Name:		Dorrance Berry																	
E-Mail:		rberry@dgsd.org																	
Date/Time:		2020-05-13 08:53 (Time Zone: -05:00)																	

DMR Copy of Record

Permit																						
Permit #:		IL0028380			Permittee:		DOWNERS GROVE SANITARY DISTRICT					Facility:		DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER								
Major:		Yes			Permittee Address:		2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515					Facility Location:		5003 WALNUT AVENUE DOWNERS GROVE, IL 60515								
Permitted Feature:		C01 External Outfall			Discharge:		C01-0 EXCESS FLOW FROM CLARIFIER #1															
Report Dates & Status																						
Monitoring Period:		From 04/01/20 to 04/30/20			DMR Due Date:		05/25/20					Status:		NetDMR Validated								
Considerations for Form Completion																						
NUMBER OF DAYS OF DISCHARGE:CS																						
Principal Executive Officer																						
First Name:		Amy			Title:		General Manager					Telephone:		630-969-0664								
Last Name:		Underwood																				
No Data Indicator (NODI)																						
Form NODI:		--																				
Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type				
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units					
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample											=	8.8	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																DL/DS - Daily When Discharging	GR - GRAB
					Value NODI																	
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample											=	23.4	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																DL/DS - Daily When Discharging	GR - GRAB
					Value NODI																	
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample											=	1.54	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																DL/DS - Daily When Discharging	GR - GRAB
					Value NODI																	
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample											=	0.78	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																DL/DS - Daily When Discharging	GR - GRAB
					Value NODI																	
82220	Flow, total	1 - Effluent Gross	0	--	Sample			=	9.05	80 - Mgal/mo									0	DL/DS - Daily When Discharging	CN - CONTIN	
					Permit Req.				Req Mon MO TOTAL	80 - Mgal/mo											DL/DS - Daily When Discharging	CN - CONTIN
					Value NODI																	

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

1 day of discharge. 4/29/20-4/30/20, discharging for 15.3 hours. 2.58 inches of rain over 36 hours. B01 flow rate at C01 start time: 17,993 gpm.

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User: reeseberry

Name: Dorrance Berry

E-Mail: rberry@dgsd.org

Date/Time: 2020-05-13 08:46 (Time Zone: -05:00)

Report Last Signed By

User: reeseberry

Name: Dorrance Berry

E-Mail: rberry@dgsd.org

Date/Time: 2020-05-13 08:53 (Time Zone: -05:00)

DMR Copy of Record

Permit

Permit #:
Major:

IL0028380
Yes

Permittee:
Permittee Address:

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Facility:
Facility Location:

DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Permitted Feature:

INF
Influent Structure

Discharge:

INF-L
INFLUENT MONITORING

Report Dates & Status

Monitoring Period:
From 04/01/20 to 04/30/20

DMR Due Date:
05/25/20

Status:
NetDMR Validated

Considerations for Form Completion

CS

Principal Executive Officer

First Name:
Last Name:

Amy
Underwood

Title:

General Manager

Telephone:

630-969-0664

No Data Indicator (NODI)

Form NODI: --

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units			
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	--	Sample								=	184.0			19 - mg/L	0	09/99 - See Permit	CP - COMPOS
					Permit Req.									Req Mon MO AVG			19 - mg/L		09/99 - See Permit	CP - COMPOS
					Value NODI															
00530	Solids, total suspended	G - Raw Sewage Influent	0	--	Sample								=	169.0			19 - mg/L	0	09/99 - See Permit	CP - COMPOS
					Permit Req.									Req Mon MO AVG			19 - mg/L		09/99 - See Permit	CP - COMPOS
					Value NODI															
00600	Nitrogen, total [as N]	G - Raw Sewage Influent	0	--	Sample										=	18.2	19 - mg/L	0	01/30 - Monthly	CP - COMPOS
					Permit Req.											Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CP - COMPOS
					Value NODI															
00665	Phosphorus, total [as P]	G - Raw Sewage Influent	0	--	Sample										=	4.69	19 - mg/L	0	01/30 - Monthly	CP - COMPOS
					Permit Req.											Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CP - COMPOS
					Value NODI															
50050	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	--	Sample	=	11.15	=	23.2	03 - MGD								0	99/99 - Continuous	
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX	03 - MGD									99/99 - Continuous	
					Value NODI															

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User:
Name:
E-Mail:
Date/Time:

reeseberry
Dorrance Berry
rberry@dgsd.org
2020-05-13 08:52 (Time Zone: -05:00)

Report Last Signed By

User:
Name:
E-Mail:
Date/Time:

reeseberry
Dorrance Berry
rberry@dgsd.org
2020-05-13 08:53 (Time Zone: -05:00)

DOWNERS GROVE SANITARY DISTRICT

M E M O

TO: Amy Underwood, General Manager

FROM: Jeff Barta, Maintenance Supervisor

DATE: May 13, 2020

SUBJECT: April 2020 Maintenance Report

Attached is a work order summary detailing equipment repair and preventive maintenance activities conducted by the maintenance/electrical department and operations during April 2020.

Special projects in April included:

Lift Stations – Additional Monitoring & Maintenance

Since the initial onset of the COVID-19 virus pandemic, we have been closely monitoring all of our lift stations for the expected additional disinfectant wipes and towels that were being disposed of in the sewer system. During our weekly inspections, we always test the operation of each pump to verify that they pumping properly and that they are not clogged with any rags or debris. In addition to our normal weekly inspections, we have also increased our focus on monitoring the conditions of all of the wet wells.

Additional wet well cleaning to remove the additional accumulation of the disinfectant wipe and towels was required at Wroble, Liberty Park and Venard lift stations. System department personnel assisted with the cleaning using the Vac-Con truck. So far, all of the other lift stations have not experienced enough additional buildup that would require additional cleaning. The only lift station that has experienced any pump clogging issues has been at the Hobson lift station. Even with the blast wet well mixing system that is in place in the Hobson wet well, we have had to clean out pump no. 4 twice in the past 6 weeks.

Fortunately, the additional accumulation of the disinfectant wipes in the lift station wet wells seems to be slowing down. I'm sure it's due to the lack of availability of these items at this time. We will continue our additional monitoring of the wet wells in case there is a new surge of "flushable wipes" in the future.

CHP 2 – Turbo Replacement

The turbo charger on the Man engine on our CHP unit is required to be replaced every 12,000 hours of operation to maintain designed performance and engine efficiency. A new turbo charger was purchased from Nissen in the amount of \$9,959.19. The turbo was replaced in-house by District maintenance staff Nick Whitefleet and Bill Smith. The old/original turbo will be sent out to be rebuilt and will be returned to have it available for the next replacement cycle. The cost of the overhaul is estimated to be an additional \$4,500.00 - \$5,000.00.

Stay at Home Order - Preparations for Returning to Work

In addition to the purchase and distribution of hand sanitizers, disinfectants and PPE, I have been working with Jessie and Clay to determine additional items we need to have in place before the Stay at Home order is lifted. Last week a new glass barrier was fabricated and installed on the front counter at the Administration center. It is aluminum framed with acrylic glass panels. The materials were purchased from McMaster-Carr in the amount of \$819.68. This new barrier will help protect both District staff and our customers. New safety mirrors will also be installed at the Administration center and the WWTC in blind corners and hallways to reduce the possibility of close contact and to maintain social distancing. Additional preparation items are still being determined.

cc: WDVb, AES, PWC, KJR, RTJ, MJS, WCC, MGP

Work Order Summary

Work Order Completion Dates from 4/1/2020 to 4/29/2020

Work Assignment	Completion Date	Equipment	NOTATIONS
Repair underground scum drain line piping from excess flow clarifiers.	01-Apr-20	Yard Piping - Liquid Treatment	Uno Construction excavated at teh southwest corner of the excess clarifiers to clear a blockage and upgrade some piping to redue 90 deg. bends and install clean out access point.
6 month state required service contract renewal with Colley Elevator	02-Apr-20	Excess Flow Pump Station	6 month state required service contract renewal with Colley Elevator.
		Raw Sewage Pump Station	
Replace deteriorated overhead door and tracks with new.	13-Apr-20	Bar Screen Building	Received multiple quotes for the job and accepted Allied's proposal.
4 Month Megger Of Submersible And Dry Pit Submersible Pumps		College Pump 1	Megger all pumps, all OK except #2 at College, Monitor.
		College Pump 2	
		College Pump 3	
		Earlston Pump 3	
Due for valve adjustment and set injector timing.		Emergency Generator 2	Altorfer Power Systems removed the valve covers, adjusted valves and reset injector timing. Also replaced the running time meter that was no longer working.
4 Month Megger Of Submersible And Dry Pit Submersible Pumps		Venard Pump #1	Megger all pumps, all OK except #2 at College, Monitor.
		Venard Pump #2	
		Venard Pump #3	
Replace amber strobe light that was no longer working.		WWTC Main Gate	Replace amber strobe light that was no longer working.
Perform Dry weather SWPPP inspection	14-Apr-20	Maintenance Services Building	
3 Months Inspection on Electric Carts and Front End Loader	16-Apr-20	2014 Club Car Carry-all #2	
		2016 Club Car Carryall 300	
		2019 Yamaha UMAX 2 AC (#3)	
11,893/21,529 Hours. Perform 1200 hour maintenance on engine & equipment	17-Apr-20	CHP Engine Genset #2	Perform all required tasks of a 1200 hour maintenance on engine and equipment. Order parts for stock.
Turn on/off heat trace for various equipment	20-Apr-20	Aeration Tank 05	
		Aeration Tank 06	
		Aeration Tank 07	
		CHP Gas Cleaning System	
Operate Relief Valves On Heat Exchangers And Boilers		Digester 1 Heat Exchanger	
		Digester 2 Heat Exchanger	
		Digester 3 Heat Exchanger	
		Digester 4 Heat Exchanger	

Work Assignment	Completion Date	Equipment	NOTATIONS
Monthly Liquid Status of Under Ground Diesel Tank		Digester 5 Heat Exchanger	
Check, Remove,Clean. Grease-debris from wells		Emerg Gen Diesel Storage Tank	
Replace Air Filters On Both Fume Hood Air Make Up Systems		Excess Flow Pump Station	Check and clean level detectors.
Replace Air Filters On Both Maintenance Building Furnaces		Laboratory	Replace filters on both air make up systems for the fume hoods.
Semi-annual Calibration		Maintenance Services Building	Replace filters on both furnaces.
Check, Remove,Clean. Grease-debris from wells		ORP System	Check and calibrate ORP Probes.
Exercise both 24" primary influent ratio valves		Raw Sewage Pump Station	Check and clean level detectors.
		Tunnel From PS to Grit	
		Tunnel/Chan Primary Clarifiers	
12,049/21,650 hours. Change oil & filters. Send oil to lab for analysis	23-Apr-20	CHP Engine Genset #2	Changed oil and filter, sent oil sample to lab for analysis.
Repair oil leak Hypo pump 2		Hypochlorite Feed Pump 2	Disassembled pump in shop and replaced pump seal and motor end seal. Removed and replaced pump tube and reassembled and tested.
By-Weekly Fluid and Misc. Check of Generators	24-Apr-20	Emergency Generator 1	
		Emergency Generator 2	
		Emergency Generator 3	
Procure and replace failed block heater & radiator cap.	29-Apr-20	College Stationary Generator	Replaced block heater from stock and radiator cap with new. Procured new block heater for stock.

Progress Report

To: Amy Underwood, General Manager
From: Reese Berry, Laboratory Supervisor
Date: May 14, 2020
Re: April 2020 Laboratory Report

We had 1 excess rain sampling event, which ran over 2 days at the end of April. We recorded no permit excursions during April 2020.

Surcharge:

Due to Covid19 and the essential staffing mandate, we will not be surcharge sampling until the laboratory is fully staffed.

Pretreatment Activities:

Dental Amalgam Rule:

The second mailing was sent with a due date of April 6th. We still need 16 out of 54 users to complete the form. We are still on track to be in compliance with this federal regulation. Dentists are also closed at this time, so I plan to visit the outstanding users when we get the ability to do so.

IWS (Industrial Waste Survey):

The IWS has been delayed due to Covid19 staffing and working from home at this time. This will be a priority mailing for me to complete as we transition back to normal operations in the coming months. The status of this project hasn't changed from last month.

Annual Pretreatment Report:

This report as required by our permit special conditions was sent to IEPA and USEPA Region V. We are in compliance with our pretreatment reporting requirements.

Personnel:

Malwina Serpa and Kenny Lookingbill continue the laboratory rotation, by working 1 week and are on standby the following week. At this time we are fulfilling compliance requirements by working 1 lab analyst 3 days per week. We will continue with our essential services until we are allowed back full time. If there are permit or plant needs, which require daily staffing we have a plan in place to fulfill those requirements. Disinfection season started May 1st, so the lab analyst on shift does come in for 1-2 hours on Tuesday and Thursday to fulfill required testing.

C: WDVb, AES, PWC, KJR, RTJ, MJS, WCC, MGP

DOWNERS GROVE SANITARY DISTRICT
M E M O

DATE: May 5, 2020

TO: Amy R. Underwood
General Manager

FROM: Ted Cherwak
Sewer Construction Supervisor

Keith Shaffner
Sewer Construction Inspector

RE: Monthly Report: Sewer Construction \ Code Enforcement – April 2020

- | | | | |
|----|-----------------|----------|--------------|
| 1. | Permits issued: | Current | Year to Date |
| a. | Single family | 4 | 14 |
| b. | Multiple family | 0 | 0 |
| c. | Commercial | 0 | 4 |
| d. | Repair | 0 | 2 |
| e. | Disconnection | <u>2</u> | <u>10</u> |
| | Total | 6 | 30 |
-
- | | | | |
|----|------------------------|----------|--------------|
| 2. | Inspections made: | Current | Year to Date |
| a. | Connections | 4 | 22 |
| b. | Finals | 2 | 23 |
| c. | Repairs | 0 | 4 |
| d. | Disconnects | 5 | 11 |
| e. | Groundwork | 1 | 2 |
| f. | Walk-Thru | 0 | 0 |
| g. | Pre-connections | 4 | 6 |
| h. | Overhead Sewer Program | 0 | 0 |
| i. | Code Enforcement | 1 | 7 |
| j. | Lateral testing | <u>6</u> | <u>22</u> |
| | Total | 23 | 97 |
-
3. New Sewer Extension Construction:
- a. 5614 Katrine Sanitary Main Extension
4. New Sewer Extension Testing - air, deflection, manhole, televising and lamping:
- a. None
5. Code Enforcement:
- a. 5617 Katrine – Resident issue with sewer extension done in public right of way

6. Plan & Permit Reviews:
 - a. 416 N. Washington, single family review
 - b. 5616 Katrine, single family septic conversion review
 - c. 5801 Washington, single family review
 - d. 4808 Middaugh, single family review
 - e. 1 W. Quincy, 94 unit apartment building and 3740 square foot retail space review
 - f. 25 N. Lincoln, Village of Westmont commuter parking lot project review
7. Building Sanitary Service Access Agreements:
 - a. 5616 Katrine Avenue, Downers Grove
 - b. 416 N. Washington, Westmont
 - c. 4517 Downers, Downers Grove
8. Illinois EPA Permits:
 - a. None
9. Waste Hauling Permits Issued:
 - a. Eco Partners / Foodliner Inc. Permit #25
10. Miscellaneous:
 - a. Possible special assessment Puffer Road – Because of the Covid 19 Stay-at Home Order, General Manager Underwood was unable to meet with IEPA and our State Representative Anne Stava-Murray to request financial assistance for this project from the IEPA. Clay Campbell is investigating State stimulus money through the Department of Commerce and Economic Opportunity.
 - b. 1K-028 Alley Replacement Repair by Uno Construction – Construction started again in the alley on April 22nd. Uno construction and Inspector Danny Jasso are safely interacting with social distancing and masks.

Permits Issued: APRIL 2020

YEAR	PERMIT #	ADDRESS	STREET	CIT	ISSUE	TYPE	TAP FEE	INSP FEE
2020	23	5801	WASHINGTON	DG	4/9/2020	SF-RB		\$223.00
2020	25	5616	KATRINE	DG	4/15/2020	SF-SC	\$3,248.00	\$223.00
2020	24	416 N	WASHINGTON	W	4/15/2020	SF-RB		\$223.00
2020	26	2725	35TH	OB	4/21/2020	DISCON		
2020	164	4517	DOWNERS	DG	4/22/2020	SF-RB		\$223.00
2020	27	4808	MIDDAUGH	DG	4/24/2020	DISCON		
				TOTAL			\$3,248.00	\$892.00

Permit Final Inspections: APRIL 2020

YEAR	PERMIT #	ADDRESS	STREET	CITY	FINAL
2018	113	4431	WOODWARD	DG	4/2/2020
2020	13	1725	CAROL	DG	4/7/2020

DOWNERS GROVE SANITARY DISTRICT
M E M O

DATE: May 5, 2020

TO: Amy Underwood
General Manager

FROM: Robert Swirsky
Sewer System Maintenance Supervisor

RE: Monthly Report – April, 2020

1.	JULIE Line Markings:	Current	Year to Date
	Received	1289	3025
	In District	1209	2825
	Marked	140	637
	Man Hours	60	283
2.	Building Service:	Current	Year to Date
a.	BSSRAP TV Inspections	06	45
b.	Emergency BSSRAP Repairs	04	23
c.	Total BSSRAP Repairs	08	37
d.	I&I inspections	00	01
e.	I&I C.O. installation	00	02
f.	Replace broken cleanout caps	00	00
g.	OHSP TV Inspections	00	00
h.	Post Rodding TV	01	18
3.	Sewer backups:	Current	Year to Date
a.	Public sewer	0	2
b.	Private sewer	19	56
c.	Surcharged main	1	1
d.	Pump station	<u>0</u>	<u>0</u>
	Total	20	59
		Current	Year to Date
4.	Sewer Cleaning (DGSD personnel):	0	0 Ft.
	a. Sewer Cleaning (outside contractors):	0	0 Ft.
5.	Main Sewer Televising (DGSD personnel):	0	901 Ft.
	a. Sewer Televising (outside contractors):	0	0 Ft.
6.	LETS TV	0	1
7.	Manhole inspections	0	153

8. Sewer and manhole repairs and replacements by Uno Construction: none
9. Miscellaneous: (sewer system personnel)
 - a. Upload Flow-Meters

CC: WDVb, AES, PWC, RTJ, KJR, MS, AU, TTC, WCC, MCW

To: Amy Underwood, General Manager
From: Alex Bielawa, Staff Engineer
Re: Engineering Report for the Month April, 2020
Date: May 13, 2020

I. Planning Projects & Studies

A. Flow Monitoring

Currently the District is monitoring the Cycle “D” group of metering locations. Due to the Pandemic, data is uploaded approximately every three weeks.

B. Composting Pilot

The District and Sustainable Generation held a kickoff meeting to discuss the necessary steps to begin work on setting up the pilot. It can be anticipated the first heap build will be right after the 4th of July holiday.

C. Sewer System Televising

Approximately 61,138 Lineal Feet of Sanitary Sewer, ranging from 8” to 36” as well as 40 hours of heavy cleaning will be advertised for bid on May 21, 2020 with a bid opening scheduled for the second week of June.

II. Design Projects

A. Outfall 001 Sanitary Sewer Pipe Repair

Approximately 100 Lineal Feet of the 001 Discharge Sanitary Sewer that carries our treated Effluent from the Treatment Plant to the East Branch of the St. Joseph’s Creek is sagged. Baxter & Woodman has obtained a Permit from DuPage County to correct this sag. This project will be advertised for bid on May 21, 2020 with a bid opening scheduled

for the second week of June. Please see the attached Client Status Report from Baxter & Woodman for more information.

B. Sludge Storage Beds Cover

Baxter & Woodman has begun to design a fabric cover to cover our three west sludge storage bins. In the previous years, the material inside of the beds has had a hard time shedding the additional moisture from rain, which is causing the beds to not adequately hold the maximum volume they were designed for. The Geotechnical Investigation has begun with the staking of the soil borings to be conducted at a later date. Please see the attached Client Status Report from Baxter & Woodman for more information.

C. Stanley Avenue Sanitary Sewer Rehabilitation

Baxter & Woodman has prepared plans and specifications to line approximately 1,550 lineal feet of pipe on Stanley Avenue. The project will be advertised on May 21, 2020 with a bid opening the second week of June. Please see the attached Client Status Report from Baxter & Woodman for more information.

D. Sherman Street Sanitary Sewer Replacement

Baxter & Woodman has prepared plans and specifications for open cut replacement of approximately 347 feet of 8 inch sanitary sewer pipe with 10 inch sanitary sewer pipe. The project will be advertised on May 21, 2020 with a bid opening the second week of June. Please see the attached Client Status Report from Baxter & Woodman for more information.

III. Construction Projects

A. WWTC WAS Thickener

R.J. O'Neil submitted Payment Request No. 4 for \$19,299.60. The amount applied for is commensurate with work completed through April 30, 2020.

Contract Sum to Date	\$587,700.00
Total Completed to Date	\$150,480.00
Retainage	<u>\$15,048.00</u>
Total Earned Less Retainage	\$135,432.00
Less Previous Payments	<u>\$116,132.40</u>
Current Payment Due	\$19,299.60

Baxter & Woodman continues to provide construction observation services.

R.J. O'Neil has finished relocating the grease grinder and pump from the basement of Digesters 4 & 5. All major equipment shop drawings have been completed and awaiting arrival for installation. Please see the attached Client Status Report from Baxter & Woodman for more information.

B. Flow Basin 1K-028 Sanitary Sewer Replacement

Uno Construction did not submit a Payment Request this month.

Contract Sum to Date	\$1,304,525.00
Total Completed to Date	\$1,135,267.00
Retainage	<u>\$113,526.70</u>
Total Earned Less Retainage	\$1,021,740.30

The District has been on-site with Uno Construction monitoring the work done to correct the sections of new pipe that sagged and did not pass post-construction televising.

C. WWTC Paving

A total of eleven (11) site visits for potential bidders were conducted through the end of April and first week of May. The bid opening was on May 14th, and the apparent low bidder was Meyer Paving Inc. in the amount of \$97,647.70. Work consists of resurfacing the main treatment plant road, the south asphalt drying pad, and patching areas by the Big Top and Belt Press Building.

C: WDVb, AES, PWC, KJR, RTJ, MJS, WCC, MGP

Downers Grove Sanitary District



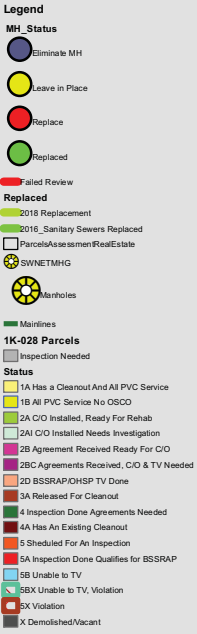
Client Manager:

Derek Wold
dwold@baxterwoodman.com
815-444-3335

Project Status Report Issued On: 5/13/2020

Project Title/Job	Project Manager	Completion Date	Tasks Completed This Period	Tasks Pending This Period	Items Waiting On Client	Status Date
Flow Monitoring Job Number: [050739.90]	Shane Firsching (815) 459-1260 sfirsching@baxterwoodman.com	12/30/2019	None.	Assist District with analysis.	None	4/27/2020
Nutrient Study RAS Denit Job Number: [120501.33]	Derek Wold dwold@baxterwoodman.com	12/31/2020	No work during current period.	Evaluation of scenarios as requested by District.	Results after reinstating ATs 1-3.	4/22/2020
Outfall Sewer Sag Repair Job Number: [180237.40]	Shane Firsching (815) 459-1260 sfirsching@baxterwoodman.com	12/31/2019	Obtain DuPage County Stormwater Permit. Provide project status update. Determine bidding schedule.	Finalize specs. Provide pre-final bid documents for District review. Advertise for bidding.	Review pre-final bid documents.	5/6/2020
WWTC WAS Thickener - Construction Services Job Number: [190153.60]	Ray Koenig (708) 478-2090 rkoenig@baxterwoodman.com	1/31/2020	Shop Drawing submittals and coordination. Major shop drawings are submitted. Methane piping in digester control building relocated. Odor control and ventilation piping on going. Relocating existing grinder and grease pump. Demo of grease pump pad completed. 50% of TWAS piping completed.	GCA, process shop drawings, monitor construction as needed. RJO waiting for additional materials to arrive, including valves, sludge pumping equipment, etc.	none	5/6/2020
2020 Miscellaneous Engineering Services Job Number: [200044.00]	Derek Wold dwold@baxterwoodman.com	12/31/2020	2020 Paving Assistance, including pre-bid meetings.	Assistance as requested.	None	5/6/2020

Project Title/Job	Project Manager	Completion Date	Tasks Completed This Period	Tasks Pending This Period	Items Waiting On Client	Status Date
CHP No. Replacement Job Number: [200328.10]	Derek Wold dwold@baxterwoodman.com	9/30/2020	Submitted Technical Memo to the District. Attended review meetings to discuss District's questions and comments. Provided design/build information and attended Virtual Board Meeting. Provided draft design/build proposal and met with District to discuss.	Finalize drawings.	Direction on procurement method.	5/13/2020
Sludge Storage Building Job Number: [200381.40]	Chuck Brunner (815) 459-1260 cbrunner@baxterwoodman.com	12/31/2020	Prepare Work Order and submitted to subconsultant for geotechnical investigation, preliminary plan revisions and coordination with alternate fabric building manufacturer	Continue coordination with alternate fabric building manufacturer, determine minimum staging area requirements, complete preliminary site and structure plans.	None	5/6/2020
Stanley Avenue Sanitary Sewer Rehabilitation Job Number: [200410.40]	Shane Firsching (815) 459-1260 sfirsching@baxterwoodman.com	12/31/2020	Prepare project manual. Prepare exhibit. Prepare constructability review.	Revise bid documents per District and Village review comments. Prepare EOPC. Perform internal QA/QC review. Advertise for bidding.	Review bid documents and provide comments.	5/6/2020
Sherman Street Sanitary Sewer Replacement Job Number: [200411.40]	Shane Firsching (815) 459-1260 sfirsching@baxterwoodman.com	12/31/2020	Prepare project manual. Prepare drawings. Prepare permits.	Prepare project manual. Prepare drawings. Prepare EOPC. Prepare permits. Coordinate with utilities. Perform internal QA/QC and constructability reviews. Attend progress meeting.	Review and provide comments on project manual and design drawings.	5/6/2020



STATUS OF 1K-028 INSPECTIONS AND AGREEMENT ACQUISITIONS

Category	Inspections Scheduled	Inspections Completed	Application Received	Agreements Signed	Cleanout Installed	Service Rehab Done	Totals	Total as Percentage
1A	Y	Y	N	Y	Y	N/A	19	8%
1B	Y	Y	N	N	N	N/A	1	0%
2A	Y	Y	Y	Y	Y	N	81	36%
2B	Y	Y	Y	Y	Y	N	17	7%
2D	Y	Y	Y	N	N	N	3	1%
3A	Y	Y	Y	Y	N	N	4	2%
4	Y	Y	N	N	N	N	38	17%
4A	N	N	N	N	N/A	N	4	2%
5	Y	N	N	N	N	N	0	0%
5A	Y	Y	N	N	N	N	12	5%
5AX	Y	Y	N	N	N	N	0	0%
5B	Y	N	N	N	N	N	12	5%
5BX	Y	N	N	N	N	N	1	0%
0	N	N	N	N	N	N	30	13%
X	-	-	-	-	-	-	5	2%
5X	-	-	-	-	-	-	1	0%

Category Description:

- 1A - PVC service with cleanout(may need to be sealed at the main)
- 1B - All PVC no Cleanout
- 2A - Cleanout installed, ready for rehab
- 2B - Ready for rehab
- 2D - BSSRAP/OHSP TV done
- 3A - Released to contractor for cleanout installation
- 4 - Inspection completed (Program application needed)
- 4A - Has an existing cleanout
- 5 - Inspections scheduled
- 5A - Inspection done - BSSRAP needed (qualifying defects or obstructions seen during TV)
- 5AX - Violation, BSSRAP needed
- 5B - Unable to TV
- 5BX - Unable to TV Violation
- 0 - Inspection Needed
- X - Demolished
- 5X - Inspection done - Violation not corrected

228 100%

11% Complete

2015 Basin I&I Ranking = 1
2016 Basin I&I Ranking = 27
2018 Basin I&I Ranking = 6

Combined pit violations found and corrected to date - 0
Storm pit violations found and corrected to date - 2

DOWNERS GROVE SANITARY DISTRICT CASH BALANCES AND INVESTMENT SCHEDULE

DATE 4/30/2020

CASH BALANCES

			PREVIOUS MONTH		
ACCOUNT NAME	ACCOUNT NUMBER	BALANCE PER BANK STATEMENT	TOTAL BALANCE PER BANK STATEMENTS	MONTHLY EARNINGS CREDIT	EARNINGS CREDIT PERCENTAGE
DEPOSIT	XXXXXXXX1116	\$819,122.17			
DISBURSEMENT	XXXXXXXX1111	142,688.19			
FLEXIBLE BENEFITS	XXXXXXXX6025	6,599.47			
PAYROLL	XXXXXXXX1117	144,961.17			
PETTY CASH	XXXXXXXX1112	3,448.68			
USER REFUNDS	XXXXXXXX1114	5,181.65			
TOTAL - CASH AT BANK		\$1,122,001.33	\$1,220,869.89	\$162.09	0.0133%

INVESTMENTS

TYPE	FINANCIAL INSTITUTION	TERM	MATURITY	AMOUNT	ANNUAL INT. RATE	GENERAL CORPORATE FUND (01)	IMPROVEMENT FUND (02)	CONSTRUCTION FUND (03)	PUBLIC BENEFIT FUND (05)	SEWER EXTENSION FUND (71)	INTEREST EARNED AT MATURITY
CD	FIRST INTERNET BANK	12 MOS	5/13/2020	\$250,000.00	2.750%		\$250,000.00				\$6,875.00
CD	BMO HARRIS BANK	11 MOS	5/17/2020	\$250,000.00	2.469%	\$250,000.00					\$5,658.13
CD	TAB BANK	12 MOS	5/23/2020	\$250,000.00	2.470%	\$100,000.00	\$150,000.00				\$6,175.00
CD	LISLE SAVINGS BANK	12 MOS	11/7/2020	\$249,000.00	1.990%	\$249,000.00					\$4,955.10
CD	CIT BANK	14 MOS	1/9/2021	\$245,000.00	1.700%	\$245,000.00					\$4,859.17
CD	EVERGREEN BANK GROUP	12 MOS	2/13/2021	\$250,000.00	1.990%	\$250,000.00					\$4,975.00
CD	FIRST MIDWEST BANK	13 MOS	3/15/2021	\$250,000.00	1.490%	\$100,000.00	\$107,719.45		\$35,260.73	\$7,019.82	\$4,035.42
CD	TRISTATE CAPITAL	12 MOS	4/9/2021	\$249,990.00	1.100%		\$249,990.00				\$2,749.89
TOTAL CDs				\$1,993,990.00	2.020%	\$1,194,000.00	\$757,709.45	\$0.00	\$35,260.73	\$7,019.82	\$40,282.70

					CURRENT					ESTIMATED	
TYPE	FINANCIAL INSTITUTION	TERM	LAST ACTION DATE	AMOUNT*	RATE OF RETURN					ANNUAL RETURN	
MM	AXOS BANK	ONGOING	2/15/2019	\$1,181.72	0.300%	\$1,181.72				\$3.55	
MM	BANKFINANCIAL	ONGOING	3/13/2013	\$15,533.37	0.400%	\$15,533.37				\$62.13	
MM	CIT BANK	ONGOING	11/9/2016	\$5,000.00	0.450%	\$5,000.00				\$22.50	
MM	LIMESTONE BANK	ONGOING	9/9/2013	\$1,077.54	0.100%	\$1,077.54				\$1.08	
MM	LISLE SAVINGS BANK	ONGOING	9/2/2015	\$1,002.83	0.300%	\$1,002.83				\$3.01	
MM	LUANA SAVINGS BANK	ONGOING	2/15/2019	\$2,516.60	0.520%	\$2,516.60				\$13.09	
MM	ROYAL BANK	ONGOING	12/4/2012	\$1,153.06	0.040%	\$1,153.06				\$0.46	
MM	STEARNS BANK	ONGOING	9/1/2015	\$250,000.00	0.750%	\$250,000.00				\$1,875.00	
MM	TRISTATE CAPITAL BANK	ONGOING	11/9/2016	\$10.00	0.000%		\$10.00			\$0.00	
MM	WEST SUBURBAN BANK	ONGOING	11/20/2012	\$5,144.09	0.000%		\$5,144.09			\$0.00	
TOTAL MM ACCOUNTS				\$282,619.21	0.701%	\$277,465.12	\$5,154.09	\$0.00	\$0.00	\$0.00	\$1,980.81
ILLINOIS FUNDS - MONEY MARKET				\$2,996,046.38	1.004%	\$1,828,856.96	\$356,516.46	\$810,672.96	\$0.00	\$0.00	\$30,080.31
TOTAL - ALL INVESTMENTS				\$5,272,655.59	1.372%	\$3,300,322.08	\$1,119,380.00	\$810,672.96	\$35,260.73	\$7,019.82	\$72,343.82

TOTAL CASH AND INVESTMENTS \$6,394,656.92

*INVESTMENT ACCOUNT BALANCES ARE UPDATED QUARTERLY FOR THESE MONEY MARKET ACCOUNTS TO REFLECT NOMINAL INTEREST AMOUNTS EARNED EACH MONTH AND POSTED DIRECTLY TO THE INVESTMENT.

Board of Trustees
Wallace D. Van Buren
President
Amy E. Sejnost
Vice President
Paul W. Coultrap
Clerk



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General Manager
Amy R. Underwood

Legal Counsel
Michael G. Philipp

Providing a Better Environment for South Central DuPage County

Memo

To: Board of Trustees
From: Amy R. Underwood, General Manager
Date: May 15, 2020
Subject: Treasurer's Report for April 2020

Attached please find the subject report that tracks income and expenses for the entire Fiscal Year 19-20.

Totals of expenses and income are shown on the following table:

Year-to-date	Income	Expense
General Fund	\$ 9,265,198.16 (page 1)	\$ 8,304,935.21 (page 6)
Improvement Fund	\$ 82,128.16 (page 7)	\$ 104,561.04 (page 7)
Construction Fund	\$ 746,345.89 (page 8)	\$ 28,807.28 (page 9)
Public Benefit Fund	\$ 856.19 (page 10)	\$ 0.00 (page 10)
TOTAL	\$10,094,528.40	\$ 8,438,303.53

C: BOLI, WCC, MGP


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Fund number & Description	Ending Fund Balance

Fund 01 : GENERAL FUND	\$4,237,908.07
Fund 02 : IMPROVEMENT FUND	\$1,139,196.00
Fund 03 : CONSTRUCTION FUND	\$1,032,909.76
Fund 05 : PUBLIC BENEFIT FUND	\$37,324.98
	<hr/>
Recap Totals	\$6,447,338.81

TREASURER'S REPORT

DATE 05/15/20
FUND 01 GENERAL FUND

MONTH ENDED 04/30/20

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NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	ACTUAL- BUDGET VARIANCE	VAR %	TOTAL BUDGET
=====									
DEPT 05	REVENUES								
3000	PROPERTY TAXES		.00	0	1,219,195.83-	1,188,550-	30,645.83-	2.6	1,188,550-
3001	USER RECEIPTS		226,791.31-	240,361-	3,097,563.72-	3,315,400-	217,836.28	6.6-	3,315,400-
3002	SURCHARGES		18,922.72-	27,087-	343,451.62-	325,000-	18,451.62-	5.7	325,000-
3004	PLAN REVIEW FEES		.00	0	417.66-	1,000-	582.34	58.2-	1,000-
3005	CONSTRUCTION INSPECTION FEES		.00	0	.00	500-	500.00	100.0-	500-
3006	PERMIT INSPECTION FEES		892.00-	1,837-	24,728.00-	22,000-	2,728.00-	12.4	22,000-
3007	INTEREST ON INVESTMENTS		3,838.64-	2,913-	51,924.53-	35,000-	16,924.53-	48.4	35,000-
3013	SAMPLING AND MONITORING		6,715.40-	5,837-	103,234.94-	70,000-	33,234.94-	47.5	70,000-
3014	REPLACEMENT TAXES		18,821.71-	15,800-	98,082.93-	75,000-	23,082.93-	30.8	75,000-
3015	MISCELLANEOUS INCOME		115.00-	837-	13,502.43-	10,000-	3,502.43-	35.0	10,000-
3021	TELEVISION INSPECTION		.00	0	.00	150-	150.00	100.0-	150-
3023	PROPERTY LEASE PAYMENTS		5,757.56-	2,788-	34,455.51-	33,500-	955.51-	2.9	33,500-
3024	MONTHLY SERVICE FEES		310,078.00-	337,734-	4,068,677.42-	4,069,100-	422.58	.0	4,069,100-
3027	GREASE WASTE		17,674.65-	18,337-	186,142.05-	220,000-	33,857.95	15.4-	220,000-
3040	RENEWABLE ENERGY CREDITS		.00	750-	3,722.10-	3,000-	722.10-	24.1	3,000-
3050	TRANSFER FROM SA FUNDS		.00	0	20,099.42-	0	20,099.42-	.0	0
=====									
DEPT 05 TOTALS			609,606.99-	654,281-	9,265,198.16-	9,368,200-	103,001.84	1.1-	9,368,200-
=====									
FUND REVENUE TOTAL			609,606.99-	654,281-	9,265,198.16-	9,368,200-	103,001.84	1.1-	9,368,200-
=====									
DEPT 11	O & M EXPENSES - ADMINISTRATION								
SECT A	SALARIES AND WAGES								
A001	TRUSTEES		.00	0	18,000.00	18,000	.00	.0	18,000
A002	BOLI		.00	0	.00	900	900.00-	100.0-	900
A003	GENERAL MANAGEMENT		36,031.98	18,519	345,560.40	463,000	117,439.60-	25.4-	463,000
A004	FINANCIAL RECORDS		6,814.31	7,735	203,038.82	193,400	9,638.82	5.0	193,400
A005	ADMINISTRATIVE RECORDS		1,271.64	2,460	28,342.96	61,500	33,157.04-	53.9-	61,500
A006	ENGINEERING		.00	0	7,066.85	0	7,066.85	.0	0
A007	CODE ENFORCEMENT		29,547.92	14,172	420,276.56	354,300	65,976.56	18.6	354,300
A008	SAFETY ACTIVITIES		911.26	102	11,895.20	2,550	9,345.20	366.5	2,550
A030	BUILDING AND GROUNDS		57.72	0	605.40	0	605.40	.0	0
=====									
SECT A TOTALS			74,634.83	42,988	1,034,786.19	1,093,650	58,863.81-	5.4-	1,093,650
=====									
SECT B	OPERATIONS AND MAINTENANCE								
B100	ELECTRICITY		124.47	250	3,172.45	4,000	827.55-	20.7-	4,000
B101	NATURAL GAS		144.47	200	1,240.12	3,000	1,759.88-	58.7-	3,000
B102	WATER, GARBAGE AND OTHER UTILITIES		.00	0	741.34	1,150	408.66-	35.5-	1,150
B110	BANK CHARGES		1,790.52	1,549	15,157.70	18,500	3,342.30-	18.1-	18,500
B112	COMMUNICATION		1,540.07	1,337	16,562.23	16,000	562.23	3.5	16,000
B115	EQUIPMENT/EQUIPMENT REPAIR		18,187.42	5,100	92,596.34	81,500	11,096.34	13.6	81,500
B116	SUPPLIES		379.79	612	7,109.16	7,300	190.84-	2.6-	7,300
B117	EMPLOYEE/DUTY COSTS		548.49	1,087	19,256.37	13,000	6,256.37	48.1	13,000
B118	BUILDING AND GROUNDS		350.00	1,000	20,156.63	24,000	3,843.37-	16.0-	24,000
B119	POSTAGE		7.65	962	4,225.20	11,500	7,274.80-	63.3-	11,500

TREASURER'S REPORT

DATE 05/15/20
FUND 01 GENERAL FUND

MONTH ENDED 04/30/20

PAGE 2

NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	ACTUAL- BUDGET VARIANCE	VAR %	TOTAL BUDGET
=====									
B120	PRINTING/PHOTOGRAPHY		.00	300	8,120.63	11,400	3,279.37-	28.8-	11,400
B121	USER BILLING MATERIALS		4,395.64	6,212	63,830.92	74,500	10,669.08-	14.3-	74,500
B124	CONTRACT SERVICES		4,412.80	9,975	70,219.65	119,700	49,480.35-	41.3-	119,700
B137	MEMBERSHIPS/SUBSCRIPTIONS		425.00	210	8,468.88	10,700	2,231.12-	20.9-	10,700
=====									
SECT B TOTALS			32,306.32	28,794	330,857.62	396,250	65,392.38-	16.5-	396,250
=====									
SECT C VEHICLES									
C222	GAS/FUEL		150.64	175	1,113.83	1,800	686.17-	38.1-	1,800
C225	OPERATION/REPAIR		.00	0	2,216.75	1,400	816.75	58.3	1,400
=====									
SECT C TOTALS			150.64	175	3,330.58	3,200	130.58	4.1	3,200
=====									
DEPT 11 TOTALS			107,091.79	71,957	1,368,974.39	1,493,100	124,125.61-	8.3-	1,493,100
=====									
DEPT 12 O & M EXPENSES - WWTC									
SECT A SALARIES AND WAGES									
A006	ENGINEERING		2,046.89	0	29,472.59	0	29,472.59	.0	0
A009	OPERATIONS MANAGEMENT		8,594.03	938	107,667.22	23,450	84,217.22	359.1	23,450
A010	MAINTENANCE - BUDGET		.00	23,303	.00	582,600	57,848.51-	9.9-	582,600
A011	MAINTENANCE - WWTC		17,699.42	0	395,454.40	0	.00	.0	0
A012	MAINTENANCE - VEHICLES		.00	0	3,460.92	0	.00	.0	0
A013	MAINTENANCE - ENERGY RECOVERY		67.58	0	16,404.66	0	.00	.0	0
A014	MAINTENANCE - ELECTRICAL		6,708.76	0	109,431.51	0	.00	.0	0
A020	WWTC - BUDGET		.00	24,695	.00	617,400	81,020.98-	13.1-	617,400
A021	WWTC - OPERATIONS		14,935.10	0	360,011.24	0	.00	.0	0
A022	WWTC - SLUDGE HANDLING		5,806.74	0	165,851.81	0	.00	.0	0
A023	WWTC - ENERGY RECOVERY		257.14	0	10,515.97	0	.00	.0	0
A030	BUILDING AND GROUNDS		4,298.42	2,020	87,810.14	50,500	37,310.14	73.9	50,500
=====									
SECT A TOTALS			60,414.08	50,956	1,286,080.46	1,273,950	12,130.46	1.0	1,273,950
=====									
SECT B OPERATIONS AND MAINTENANCE									
B100	ELECTRICITY		3,917.71	6,000	80,975.07	72,000	8,975.07	12.5	72,000
B101	NATURAL GAS		794.93	800	6,345.95	12,000	5,654.05-	47.1-	12,000
B102	WATER, GARBAGE AND OTHER UTILITIES		1,218.97	900	17,838.02	33,000	15,161.98-	46.0-	33,000
B103	ODOR CONTROL		.00	300	39,194.96	30,000	9,194.96	30.7	30,000
B104	FUEL - GENERATORS		.00	0	3,382.48	15,500	12,117.52-	78.2-	15,500
B112	COMMUNICATION		1,438.15	1,462	17,690.00	17,500	190.00	1.1	17,500
B113	EMERGENCY/SAFETY EQUIPMENT		1,323.77	1,437	13,018.29	17,200	4,181.71-	24.3-	17,200
B116	SUPPLIES		2,006.48	2,481	31,799.41	29,750	2,049.41	6.9	29,750
B117	EMPLOYEE/DUTY COSTS		1,438.41	1,000	20,038.80	25,000	4,961.20-	19.8-	25,000
B124	CONTRACT SERVICES		.00	0	203,705.00	203,700	5.00	.0	203,700
B130	NPDES PERMIT FEES		.00	0	53,000.00	53,000	.00	.0	53,000
B131	SLUDGE HAULING/DISPOSAL SERVICES		.00	0	134,615.25	80,000	54,615.25	68.3	80,000
B400	CHEMICALS - BUDGET		.00	9,312	.00	111,700	14,159.11	12.7	111,700
B401	CHEMICALS - DISINFECTION		7,853.39	0	65,820.87	0	.00	.0	0
B402	CHEMICALS - SLUDGE DEWATERING		4,285.08	0	45,770.08	0	.00	.0	0

TREASURER'S REPORT

DATE 05/15/20

MONTH ENDED 04/30/20

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FUND 01 GENERAL FUND

NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	ACTUAL- BUDGET VARIANCE	VAR %	TOTAL BUDGET
=====									
B403	CHEMICALS - TERTIARY TREATMENT		.00	0	3,855.78	0	.00	.0	0
B404	CHEMICALS - OTHER		833.00	0	10,412.38	0	.00	.0	0
B501	EQPT/EQPT REPAIR - BIOSOLIDS AGING & DISPOS		15,846.32	7,648	79,844.20	91,809	11,964.80-	13.0-	91,809
B502	EQPT/EQPT REPAIR - DISINFECTION		433.82	1,113	40,945.06	13,301	27,644.06	207.8	13,301
B503	EQPT/EQPT REPAIR - EXCESS FLOW		21,837.99	4,021	69,458.11	48,241	21,217.11	44.0	48,241
B504	EQPT/EQPT REPAIR - GRIT REMOVAL		1,289.00	3,208	36,274.88	38,551	2,276.12-	5.9-	38,551
B505	EQPT/EQPT REPAIR - INFLUENT PUMPING		.00	2,751	37,477.26	51,051	13,573.74-	26.6-	51,051
B506	EQPT/EQPT REPAIR - PRIMARY TREATMENT		2,176.87	3,645	40,414.20	43,751	3,336.80-	7.6-	43,751
B507	EQPT/EQPT REPAIR - SECONDARY TREATMENT		119.92	3,676	177,186.40	85,176	92,010.40	108.0	85,176
B508	EQPT/EQPT REPAIR - SLUDGE CONCENTRATION		79,361.71	63,132	206,666.03	757,606	550,939.97-	72.7-	757,606
B509	EQPT/EQPT REPAIR - SLUDGE DEWATERING		2,557.11	2,089	62,582.44	25,101	37,481.44	149.3	25,101
B510	EQPT/EQPT REPAIR - SLUDGE DIGESTION		.00	5,101	44,829.49	61,201	16,371.51-	26.8-	61,201
B511	EQPT/EQPT REPAIR - TERTIARY TREATMENT		89.84	2,033	1,517.75	24,451	22,933.25-	93.8-	24,451
B512	EQPT/EQPT REPAIR - WWTC GENERAL		13,614.86	2,744	35,468.87	32,961	2,507.87	7.6	32,961
B513	EQPT/EQPT REPAIR - WWTC UTILITIES		48,274.92	11,162	164,913.83	133,900	31,013.83	23.2	133,900
B802	BLDG AND GROUNDS - DISINFECTION		.00	41	11,758.23	514	11,244.23	2,187.6	514
B803	BLDG AND GROUNDS - EXCESS FLOW		.00	83	392.00	1,029	637.00-	61.9-	1,029
B804	BLDG AND GROUNDS - GRIT REMOVAL		2,373.84	420	13,373.84	5,029	8,344.84	165.9	5,029
B805	BLDG AND GROUNDS - INFLUENT PUMPING		9,520.05	1,019	17,384.24	12,239	5,145.24	42.0	12,239
B806	BLDG AND GROUNDS - PRIMARY TREATMENT		.00	430	1,726.00	5,149	3,423.00-	66.5-	5,149
B807	BLDG AND GROUNDS - SECONDARY TREATMENT		.00	83	670.07	1,029	358.93-	34.9-	1,029
B809	BLDG AND GROUNDS - SLUDGE DEWATERING		.00	1,045	64.10	12,529	12,464.90-	99.5-	12,529
B810	BLDG AND GROUNDS - SLUDGE DIGESTION		1,450.00	678	14,082.92	8,103	5,979.92	73.8	8,103
B811	BLDG AND GROUNDS - TERTIARY TREATMENT		139.94	4,179	41,585.85	50,148	8,562.15-	17.1-	50,148
B812	BLDG AND GROUNDS - WWTC GENERAL		504.26	10,388	130,593.47	160,388	29,794.53-	18.6-	160,388
B813	BLDG AND GROUNDS - WWTC UTILITIES		.00	124	.00	1,543	1,543.00-	100.0-	1,543
=====									
SECT B TOTALS			224,700.34	154,505	1,976,671.58	2,365,150	388,478.42-	16.4-	2,365,150
=====									
SECT C VEHICLES									
C222	GAS/FUEL		1,831.42	2,500	16,359.83	30,000	13,640.17-	45.5-	30,000
C225	OPERATION/REPAIR		319.43	625	5,065.32	7,500	2,434.68-	32.5-	7,500
C226	VEHICLE PURCHASES		.00	0	64,060.36	41,000	23,060.36	56.2	41,000
=====									
SECT C TOTALS			2,150.85	3,125	85,485.51	78,500	6,985.51	8.9	78,500
=====									
DEPT 12 TOTALS			287,265.27	208,586	3,348,237.55	3,717,600	369,362.45-	9.9-	3,717,600
=====									
DEPT 13 O & M EXPENSES - LABORATORY									
=====									
SECT A SALARIES AND WAGES									
A009	OPERATIONS MANAGEMENT		6,890.25	2,583	75,903.16	64,600	11,303.16	17.5	64,600
A040	LABORATORY - BUDGET		.00	6,834	.00	170,850	12,393.22-	7.3-	170,850
A041	LAB - WWTC		5,645.79	0	137,301.29	0	.00	.0	0
A042	LAB - PRETREATMENT		499.09	0	10,570.18	0	.00	.0	0
A043	LAB - SURCHARGE PROGRAM		.00	0	5,240.75	0	.00	.0	0
A044	LAB - BOD		.00	0	280.59	0	.00	.0	0
A047	LAB - MICRO		.00	0	43.34	0	.00	.0	0
A048	LAB - ENERGY RECOVERY		.00	0	5,020.63	0	.00	.0	0
=====									
SECT A TOTALS			13,035.13	9,417	234,359.94	235,450	1,090.06-	.5-	235,450
=====									

TREASURER'S REPORT

DATE 05/15/20

MONTH ENDED 04/30/20

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FUND 01 GENERAL FUND

NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	ACTUAL- BUDGET VARIANCE	VAR %	TOTAL BUDGET
=====									
SECT B OPERATIONS AND MAINTENANCE									
B114	CHEMICALS		1,239.58	1,437	16,703.54	17,200	496.46-	2.9-	17,200
B115	EQUIPMENT/EQUIPMENT REPAIR		.00	1,350	12,531.55	16,200	3,668.45-	22.6-	16,200
B116	SUPPLIES		910.85	1,731	13,206.83	20,750	7,543.17-	36.4-	20,750
B117	EMPLOYEE/DUTY COSTS		258.24	462	2,265.39	5,500	3,234.61-	58.8-	5,500
B122	MONITORING EQUIPMENT		.00	0	1,507.89	9,000	7,492.11-	83.3-	9,000
B123	OUTSIDE LAB SERVICES		4,086.89	1,582	18,498.03	19,050	551.97-	2.9-	19,050
=====									
SECT B TOTALS			6,495.56	6,562	64,713.23	87,700	22,986.77-	26.2-	87,700
=====									
SECT C VEHICLES									
C222	GAS/FUEL		56.23	38	444.25	500	55.75-	11.2-	500
C225	OPERATION/REPAIR		.00	50	1,244.81	200	1,044.81	522.4	200
=====									
SECT C TOTALS			56.23	88	1,689.06	700	989.06	141.3	700
=====									
DEPT 13 TOTALS			19,586.92	16,067	300,762.23	323,850	23,087.77-	7.1-	323,850
=====									
DEPT 14 O & M EXPENSES - SEWER SYSTEM									
SECT A SALARIES AND WAGES									
A006	ENGINEERING		25.91	0	8,323.87	0	8,323.87	.0	0
A050	SEWER MAINTENANCE - BUDGET		.00	6,534	.00	163,350	26,339.30	16.1	163,350
A051	SEWER MAINTENANCE		7,827.18	0	176,661.21	0	.00	.0	0
A054	SEWER MAINTENANCE - BACKUPS AND HIGH FLOWS		246.88	0	13,028.09	0	.00	.0	0
A060	INSPECTION - BUDGET		.00	10,852	.00	271,300	75,874.48-	28.0-	271,300
A061	INSPECTION - NEW CONSTRUCTION		.00	0	1,162.38	0	.00	.0	0
A062	INSPECTION - CONSTRUCTION OF DGSD PROJECTS		2,183.27	0	43,513.18	0	.00	.0	0
A063	INSPECTION - PERMIT INSPECTIONS		287.57	0	12,283.41	0	.00	.0	0
A064	INSPECTION - MISCELLANEOUS		859.59	0	50,991.11	0	.00	.0	0
A065	INSPECTION - CONSTR BY VILLAGES, UTILITIES		24.71	0	69,085.66	0	.00	.0	0
A066	INSPECTION - CODE ENFORCEMENT		3,143.40	0	18,389.78	0	.00	.0	0
A070	SEWER INVESTIGATIONS - BUDGET		.00	486	.00	12,150	7,904.62-	65.1-	12,150
A072	SEWER INVESTIGATIONS		.00	0	4,245.38	0	.00	.0	0
=====									
SECT A TOTALS			14,598.51	17,872	397,684.07	446,800	49,115.93-	11.0-	446,800
=====									
SECT B OPERATIONS AND MAINTENANCE									
B112	COMMUNICATION		568.28	875	7,827.79	10,500	2,672.21-	25.5-	10,500
B113	EMERGENCY/SAFETY EQUIPMENT		.00	375	958.38	5,050	4,091.62-	81.0-	5,050
B115	EQUIPMENT/EQUIPMENT REPAIR		6,638.91	3,782	50,497.00	45,450	5,047.00	11.1	45,450
B116	SUPPLIES		174.85	462	3,076.93	5,500	2,423.07-	44.1-	5,500
B117	EMPLOYEE/DUTY COSTS		914.77	1,125	9,315.16	13,500	4,184.84-	31.0-	13,500
B124	CONTRACT SERVICES		429.30	11,012	120,839.84	132,100	11,260.16-	8.5-	132,100
B127	JULIE SYSTEM		4,185.36	1,412	16,488.60	16,900	411.40-	2.4-	16,900
B128	OVERHEAD SEWER/BACKFLOW PREVENTION PROGRAM		.00	1,250	6,088.00	15,000	8,912.00-	59.4-	15,000
B129	REIMBURSEMENT PROGRAM/PUBLIC SEWER BLOCKAGE		.00	1,000	501.70	12,000	11,498.30-	95.8-	12,000
B900	SEWER SYSTEM REPAIRS - BUDGET		.00	101,600	.00	1,481,600	426,649.44-	28.8-	1,481,600
B901	SEWER SYSTEM REPAIRS - I/I PROGRAM		.00	0	1,648.00	0	.00	.0	0

TREASURER'S REPORT

DATE 05/15/20
FUND 01 GENERAL FUND

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NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	ACTUAL- BUDGET VARIANCE	VAR %	TOTAL BUDGET
=====									
B902	SEWER SYSTEM REPAIRS - REPLACEMENT		12,801.08	0	46,572.25	0	.00	.0	0
B903	SEWER SYSTEM REPAIRS - REHABILITATION		4,540.00	0	256,190.46	0	.00	.0	0
B910	SEWER SYSTEM REPAIRS - BSSRAP PROGRAM		51,356.69	0	564,679.71	0	.00	.0	0
B913	SEWER SYSTEM REPAIRS - BSSRAP-REPAIR/REPL/R		736.00	0	4,268.96	0	.00	.0	0
B929	ARRA LOAN PRINCIPAL REPAYMENT		90,795.59	0	181,591.18	0	.00	.0	0
=====									
SECT B TOTALS			173,140.83	122,893	1,270,543.96	1,737,600	467,056.04-	26.9-	1,737,600
=====									
SECT C VEHICLES									
C222	GAS/FUEL		1,846.49	2,212	12,253.36	26,500	14,246.64-	53.8-	26,500
C225	OPERATION/REPAIR		59.00	538	12,175.37	6,500	5,675.37	87.3	6,500
C226	VEHICLE PURCHASES		.00	0	25,720.00	20,000	5,720.00	28.6	20,000
=====									
SECT C TOTALS			1,905.49	2,750	50,148.73	53,000	2,851.27-	5.4-	53,000
=====									
DEPT 14 TOTALS			189,644.83	143,515	1,718,376.76	2,237,400	519,023.24-	23.2-	2,237,400
=====									
DEPT 15 O & M EXPENSES - LIFT STATIONS									
SECT A SALARIES AND WAGES									
A006	ENGINEERING		.00	0	1,361.05	0	1,361.05	.0	0
A009	OPERATIONS MANAGEMENT		.00	18	3,997.95	450	3,547.95	788.4	450
A030	BUILDING AND GROUNDS		.00	0	3,393.75	0	3,393.75	.0	0
A080	LIFT STATION MAINTENANCE		1,290.27	2,802	53,858.48	70,050	16,191.52-	23.1-	70,050
=====									
SECT A TOTALS			1,290.27	2,820	62,611.23	70,500	7,888.77-	11.2-	70,500
=====									
SECT B OPERATIONS AND MAINTENANCE									
B100	ELECTRICITY		7,273.94	10,282	119,635.49	123,450	3,814.51-	3.1-	123,450
B104	FUEL - GENERATORS		.00	0	2,789.43	5,000	2,210.57-	44.2-	5,000
B112	COMMUNICATION		359.77	462	4,395.84	5,500	1,104.16-	20.1-	5,500
B113	EMERGENCY/SAFETY EQUIPMENT		.00	0	273.73	250	23.73	9.5	250
B116	SUPPLIES		.00	40	73.38	400	326.62-	81.7-	400
B520	EQPT/EQPT REPAIR - BUTTERFIELD		.00	166	1,029.99	1,981	951.01-	48.0-	1,981
B521	EQPT/EQPT REPAIR - CENTEX		.00	382	1,586.96	4,551	2,964.04-	65.1-	4,551
B522	EQPT/EQPT REPAIR - COLLEGE		.00	269	12,156.36	3,283	8,873.36	270.3	3,283
B523	EQPT/EQPT REPAIR - EARLSTON		.00	6,007	34,583.69	72,051	37,467.31-	52.0-	72,051
B524	EQPT/EQPT REPAIR - HOBSON		965.91	346	3,538.00	4,119	581.00-	14.1-	4,119
B525	EQPT/EQPT REPAIR - LIBERTY PARK		1,212.06	329	5,158.05	4,014	1,144.05	28.5	4,014
B526	EQPT/EQPT REPAIR - NORTHWEST		.00	2,249	19,255.35	27,021	7,765.65-	28.7-	27,021
B527	EQPT/EQPT REPAIR - VENARD		.00	269	3,612.04	3,217	395.04	12.3	3,217
B528	EQPT/EQPT REPAIR - WROBLE		.00	174	17,441.88	2,033	15,408.88	757.9	2,033
B529	EQPT/EQPT REPAIR - LIFT STATIONS GENERAL		3,083.24	4,072	14,156.51	48,930	34,773.49-	71.1-	48,930
B820	BLDG AND GROUNDS - BUTTERFIELD		.00	0	1,094.30	0	1,094.30	.0	0
B821	BLDG AND GROUNDS - CENTEX		.00	0	1,110.30	0	1,110.30	.0	0
B823	BLDG AND GROUNDS - EARLSTON		.00	0	1,246.50	0	1,246.50	.0	0
B824	BLDG AND GROUNDS - HOBSON		1,468.00	0	8,835.30	0	8,835.30	.0	0
B825	BLDG AND GROUNDS - LIBERTY PARK		.00	0	1,124.30	0	1,124.30	.0	0
B826	BLDG AND GROUNDS - NORTHWEST		.00	1,250	18,593.34	15,000	3,593.34	24.0	15,000

TREASURER'S REPORT

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FUND 01 GENERAL FUND

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NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	ACTUAL- BUDGET VARIANCE	VAR %	TOTAL BUDGET
=====									
B827	BLDG AND GROUNDS - VENARD		.00	0	1,110.30	0	1,110.30	.0	0
B828	BLDG AND GROUNDS - WROBLE		.00	0	55,222.72	17,500	37,722.72	215.6	17,500
B829	BLDG AND GROUNDS - LIFT STATIONS GENERAL		.00	1,200	124.41	14,400	14,275.59-	99.1-	14,400
=====									
SECT B TOTALS			14,362.92	27,497	328,148.17	352,700	24,551.83-	7.0-	352,700
=====									
DEPT 15 TOTALS			15,653.19	30,317	390,759.40	423,200	32,440.60-	7.7-	423,200
=====									
DEPT 17 O & M EXPENSES - INSURANCE & EMPLOYEE BENEFITS									
SECT E INSURANCE AND EMPLOYEE BENEFITS									
E452	LIABILITY/PROPERTY		10.00	0	190,590.95	192,500	1,909.05-	1.0-	192,500
E455	EMPLOYEE GROUP HEALTH		39,596.50	44,106	472,701.26	529,250	56,548.74-	10.7-	529,250
E460	IMRF		25,385.77	20,250	275,719.09	277,350	1,630.91-	.6-	277,350
E461	SOCIAL SECURITY		12,382.55	18,907	218,714.16	235,150	16,435.84-	7.0-	235,150
=====									
SECT E TOTALS			77,374.82	83,263	1,157,725.46	1,234,250	76,524.54-	6.2-	1,234,250
=====									
DEPT 17 TOTALS			77,374.82	83,263	1,157,725.46	1,234,250	76,524.54-	6.2-	1,234,250
=====									
DEPT 91 SA EXPENSE									
0660 SA REBATES									
			.00	0	20,099.42	0	20,099.42	.0	0
=====									
DEPT 91 TOTALS			.00	0	20,099.42	0	20,099.42	0	
=====									
FUND EXPENSE TOTAL			696,616.82	553,705	8,304,935.21	9,429,400	1,124,464.79-	11.9-	9,429,400
=====									
FUND 01 TOTALS			87,009.83	100,576-	960,262.95-	61,200	1,021,462.95-	1,669.1-	61,200
=====									

TREASURER'S REPORT

DATE 05/15/20 MONTH ENDED 04/30/20
 FUND 02 IMPROVEMENT FUND

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NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	TOTAL BUDGET
=====							
DEPT 05	REVENUES						
3007	INTEREST ON INVESTMENTS		1,708.96-	1,431-	24,628.47-	17,150-	17,150-
3010	TRUNK SEWER SERVICE CHARGES		4,372.00-	7,500-	48,980.69-	90,000-	90,000-
3019	LATERAL SEWER CHARGE		.00	0	8,519.00-	0	0
=====							
DEPT 05	TOTALS		6,080.96-	8,931-	82,128.16-	107,150-	107,150-
=====							
DEPT 30	CAPITAL EXP - ARRA - LOAN REPAYMENTS						
0500	PROJECT BUDGET		.00	46,600	.00	93,200	93,200
0515	PAYMENT ON LOAN PRINCIPAL		46,595.52	0	93,191.04	0	0
=====							
DEPT 30	TOTALS		46,595.52	46,600	93,191.04	93,200	93,200
=====							
DEPT 36	CAPITAL EXP - LIBERTY PARK LIFT STATION UPGRADE						
=====							
DEPT 36	TOTALS		.00	0	.00	0	0
=====							
DEPT 74	CAPITAL EXP - SEWER - UNSEWERED AREAS						
0500	PROJECT BUDGET		.00	0	.00	7,500	7,500
0501	REPORT ENGINEERING/ARCHITECTURAL		8,502.50	0	11,370.00	0	0
=====							
DEPT 74	TOTALS		8,502.50	0	11,370.00	7,500	7,500
=====							
FUND EXPENSE TOTAL			55,098.02	46,600	104,561.04	100,700	100,700
=====							
FUND 02	TOTALS		49,017.06	37,669	22,432.88	6,450-	6,450-
=====							

TREASURER'S REPORT

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FUND 03 CONSTRUCTION FUND

NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	TOTAL BUDGET
=====							
DEPT 05	REVENUES						
3007	INTEREST ON INVESTMENTS		677.48-	837-	9,114.19-	10,000-	10,000-
3009	SEWER PERMIT FEES		3,248.00-	20,837-	237,231.70-	250,000-	250,000-
3093	GRANT FUNDING		.00	0	500,000.00-	500,000-	500,000-
=====							
DEPT 05	TOTALS		3,925.48-	21,674-	746,345.89-	760,000-	760,000-
=====							
DEPT 30	CAPITAL EXP - ARRA - LOAN REPAYMENTS						
0500	PROJECT BUDGET		.00	14,450	.00	28,900	28,900
0515	PAYMENT ON LOAN PRINCIPAL		14,403.64	0	28,807.28	0	0
=====							
DEPT 30	TOTALS		14,403.64	14,450	28,807.28	28,900	28,900
=====							
DEPT 31	CAPITAL EXP - WWTC - CHP BIOGAS						
=====							
DEPT 31	TOTALS		.00	0	.00	0	0
=====							
DEPT 32	CAPITAL EXP - WWTC - SECOND TURBOBLOWER						
=====							
DEPT 32	TOTALS		.00	0	.00	0	0
=====							
DEPT 33	CAPITAL EXP - WWTC - DIGESTER MIXING/GAS PIPING						
=====							
DEPT 33	TOTALS		.00	0	.00	0	0
=====							
DEPT 34	CAPITAL EXP - WWTC - GREASE WASTE DELIVERY RAMP						
=====							
DEPT 34	TOTALS		.00	0	.00	0	0
=====							
DEPT 35	CAPITAL EXP - WWTC - CHP BIOGAS PHASE 2						
=====							
DEPT 35	TOTALS		.00	0	.00	0	0
=====							
DEPT 37	CAPITAL EXP - WWTC - GREASE RECEIVING STATN NO2						
=====							
DEPT 37	TOTALS		.00	0	.00	0	0
=====							
DEPT 38	CAPITAL EXP - WWTC - PROPERTY ACQUISITION						
=====							
DEPT 38	TOTALS		.00	0	.00	0	0
=====							

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FUND 03 CONSTRUCTION FUND

		ACTUAL	BUDGET			
	COST	CURRENT	CURRENT	ACTUAL	BUDGET	TOTAL
NUMBER	DESCRIPTION	MONTH	MONTH	Y-T-D	Y-T-D	BUDGET
DEPT 39	CAPITAL EXP - WWTC - GRIT BLOWER REPLACEMENT					
DEPT 39 TOTALS		.00	0	.00	0	0
DEPT 40	CAPITAL EXP - WWTC - LOAN REPAYMENT					
DEPT 40 TOTALS		.00	0	.00	0	0
FUND EXPENSE TOTAL		14,403.64	14,450	28,807.28	28,900	28,900
FUND 03 TOTALS		10,478.16	7,224-	717,538.61-	731,100-	731,100-

TREASURER'S REPORT

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FUND 05 PUBLIC BENEFIT FUND

NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	TOTAL BUDGET
=====							
DEPT 05	REVENUES						
3007	INTEREST ON INVESTMENTS		44.90-	44-	856.19-	550-	550-
=====							
DEPT 05	TOTALS		44.90-	44-	856.19-	550-	550-
=====							
DEPT 59	CAPITAL EXP - SEWER - SEWER EXTENSIONS						
=====							
DEPT 59	TOTALS		.00	0	.00	0	0
=====							
DEPT 65	CAPITAL EXP - SEWER - REIMB FOR ADDED DEPTH						
=====							
DEPT 65	TOTALS		.00	0	.00	0	0
=====							
FUND	EXPENSE TOTAL		.00	0	.00	0	0
=====							
FUND 05	TOTALS		44.90-	44-	856.19-	550-	550-
=====							

TREASURER'S REPORT

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FUND 58 SPECIAL ASSESSMENT NO. 58

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NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	TOTAL BUDGET
=====							
DEPT 05	REVENUES						
3008	INTEREST ON ASSESSMENTS		.00	0	327.46-	0	0
=====							
DEPT 05	TOTALS		.00	0	327.46-	0	0
=====							
DEPT 91	SA EXPENSE						
0650	TRANSFER TO GENERAL FUND		.00	0	20,099.42	0	0
=====							
DEPT 91	TOTALS		.00	0	20,099.42	0	0
=====							
FUND	EXPENSE TOTAL		.00	0	20,099.42	0	0
=====							
FUND 58	TOTALS		.00	0	19,771.96	0	0
=====							

TREASURER'S REPORT

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 FUND 71 SEWER EXTENSIONS ESCROW

NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	TOTAL BUDGET
=====							
DEPT 05	REVENUES						
3007	INTEREST ON INVESTMENTS		8.92-	0	170.04-	0	0
=====							
DEPT 05	TOTALS		8.92-	0	170.04-	0	0
=====							
DEPT 92	SEWER EXPENSE						
=====							
DEPT 92	TOTALS		.00	0	.00	0	0
=====							
FUND	EXPENSE TOTAL		.00	0	.00	0	0
=====							
FUND 71	TOTALS		8.92-	0	170.04-	0	0
=====							

GENERAL MANAGER'S REPORT TO EMPLOYEES

April 24, 2020

COVID-19 Response

During the April 21, 2020 Board meeting, the Trustees stated how proud they are of the District and thanked all District employees for being able to operate smoothly and continue to do your jobs in spite of the current situation this virus has caused.

During this time, we continue to monitor health and safety guidance from public health officials as well as guidance from the Governor. The Centers for Disease Control (CDC) has expanded the list of COVID-19 symptoms from the list that was provided in the March 13th Coronavirus Response Measures memo to employees. COVID-19 symptoms include the following:

- Fever
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

It is critical that employees do not report to work if they are experiencing or have experienced any of these symptoms in the last fourteen days and if they develop any of these symptoms while at work, they go home immediately.

Please note that the COVID-19 Testing Guidance testing which was issued by the Illinois Department of Public Health yesterday includes public utility workers on the list of people that are eligible to be tested for COVID-19 without a doctor's note and with or without symptoms.

As you are all likely already aware, the Governor's Stay-at-Home Order will be extended to May 30th and the expected May 1st Executive Order will require face masks to be worn where social distancing cannot be maintained. The District has ordered washable cloth masks for all employees.

Starting next week, the District is requiring visitors to our facilities to fill out an online form indicating that they have been symptom free for last fourteen days and have not been diagnosed or been in contact with someone who has been diagnosed with COVID-19 in the last fourteen days. Visitors will be required to wear face masks.

Group Health Insurance

Employees should note that the District's group health insurance renewal information will be available in the Electronic Employee Acknowledgement section of the DGSD Employee Portal starting on Thursday, April 30th. This section will be labeled as "Group Health Insurance Plan" and will contain an enrollment kit from GCG Financial as well as the traditional open enrollment memo from Clay and Summary of Benefits & Coverage for each of the plans offered this year.

This section also contains the electronic enrollment process that employees must complete regardless of whether or not they wish to be covered by the District's group health insurance.

Employees can access this area using the same District-issued login and password that they use to access their workstation on the District's network. If you need assistance accessing this area or with your login credentials, contact Clay.

We will be having an enrollment meeting for all employees regarding this upcoming plan year on Thursday, April 30. Clay will be emailing all employees with meeting information – this meeting will be provided as a Zoom virtual meeting with presentations by Amy Abel of GCG Financial and Clay. Call-in information will also be provided in case employees do not wish to attend the meeting using a computer. The meeting will be recorded and a link to the video will be provided to everyone afterwards.

TopHealth

The May issue of TopHealth is enclosed.

Newsletter

The annual newsletter was presented to the Board on April 21. The newsletter was approved and will be mailed with sewer bills during May, June and July. A copy of the newsletter is enclosed.

DuPage County River Sweep

DuPage County River Sweep 2020 has been cancelled. They do ask that individuals and families pick up trash along watersheds during the month of May on their own. A social media site will be provided at a later time so that you may share pictures of your own efforts. We will pass that site on to you as soon as we receive that information.

Sewer Rehabilitation/Infiltration and Inflow Removal

We are targeting the 1-K-028 area for private property inspections and I/I removal. We are also monitoring the area around the 1-M-049 manhole to evaluate flows in the vicinity and impacts of the installation of a bolt-down cover at 1-M-049. Data collected shows that the local system containing 1-M-049 appears to be operating satisfactorily. Regular flow monitoring continues.

Status of Projects

1) Westmont Alley Sewer Replacement

The project consists of alley sewer replacement work in the 1-K-028 drainage area, in the vicinity of Lincoln St and Grant St between Naperville Rd and Burlington Ave. Uno Construction is currently correcting sagged sections of new pipe.

2) 001 Outfall Pipe Repair

Baxter & Woodman has completed the design of the repairs needed for the sagged section of the outfall pipe that carries effluent flow to the East Branch of the DuPage River. They are coordinating with DuPage County Stormwater to address their permit review comments.

3) WWTC WAS Mechanical Thickening

R.J. O'Neil is currently waiting for materials and equipment to arrive so that they may continue the work.

4) Composting Pilot

The Board of Trustees gave approval at the April 21, 2020 Board meeting for the District to enter into a service agreement with Sustainable Generation (SG) for a composting pilot. The pilot kickoff meeting is planned for May. Staff is working with SG to determine if this can be done effectively through a virtual meeting.

5) Paving Contract

Staff Engineer, Alex Bielawa, has prepared contract documents for the 2020 wastewater treatment center paving project. The main road into the plant and the south half of the sludge drying pad are proposed to be repaved. The project has been advertised, and bids are scheduled to be opened on Thursday, May 14.

GENERAL MANAGER'S REPORT TO EMPLOYEES

May 8, 2020

COVID-19 Response

The dedication and patience of all staff in dealing with the COVID-19 response measures the District has in place continues to be appreciated. To everyone who is using the VPN to work from home, thank you for your patience over the past couple weeks while the connectivity and speed issues were investigated and corrected.

Our Safety Coordinator is preparing a more comprehensive document to summarize the District's current COVID-19 response measures as well as additional measures that will need to be in place based on evolving guidance from public health officials. Please note that this will include requiring masks be worn when inside buildings. If you are not already doing this, please start. Everyone should have been provided five washable cloth face masks. Please let your supervisor know if you did not receive them.

Group Health Insurance and Flexible Savings Arrangement

Please note that Amy Abell is still generally available to answer any questions you may have regarding either the group health and flex open enrollment. Please submit any enrollments electronically if you have not done so already. The deadline for open enrollment is as follows – Flexible Savings Plan (May 21) and Group Health Insurance Plan (May 31).

DuPage County River Sweep

DuPage County River Sweep 2020 has been cancelled. They do ask that individuals and families pick up trash along watersheds during the month of May on their own. A social media site will be provided at a later time so that you may share pictures of your own efforts. We will pass that site on to you as soon as we receive that information.

Sewer Rehabilitation/Infiltration and Inflow Removal

We are targeting the 1-K-028 area for private property inspections and I/I removal. We are also monitoring the area around the 1-M-049 manhole to evaluate flows in the vicinity and impacts of the installation of a bolt-down cover at 1-M-049. Data collected shows that the local system containing 1-M-049 appears to be operating satisfactorily. Regular flow monitoring continues.

Status of Projects

1) Westmont Alley Sewer Replacement

The project consists of alley sewer replacement work in the 1-K-028 drainage area, in the vicinity of Lincoln St and Grant St between Naperville Rd and Burlington Ave. Uno Construction is currently correcting sagged sections of new pipe.

2) 001 Outfall Pipe Repair

Baxter & Woodman has completed the design of the repairs needed for the sagged section of the outfall pipe that carries effluent flow to the East Branch of the DuPage River. We have received the permit for this project from DuPage County Stormwater. The project will be advertised on May 21st with a bid opening the second week of June.

3) WWTC WAS Mechanical Thickening

R.J. O'Neil modified the WAS piping in the tunnel and added isolation valves. All the prep work for installation of the new thickener is completed. The contractor is waiting for the thickener to arrive so that they may continue the work.

4) Composting Pilot

The Board of Trustees gave approval at the April 21, 2020 Board meeting for the District to enter into a service agreement with Sustainable Generation (SG) for a composting pilot. The pilot kickoff meeting will be held using Zoom on May 13th.

5) Paving Contract

Staff Engineer, Alex Bielawa, has prepared contract documents for the 2020 wastewater treatment center paving project. The main road into the plant and the south half of the sludge drying pad are proposed to be repaved. The project has been advertised, and bids are scheduled to be opened on Thursday, May 14.

6) Sludge Drying Beds Cover

Baxter & Woodman is currently preparing plans and specifications for a cover over the Sludge Drying Beds. TSC has been hired by Baxter & Woodman to do soil borings for the project.

7) Stanley Avenue Sanitary Sewer Rehabilitation

Baxter & Woodman has prepared plans and specifications to line approximately 1,550 lineal feet of pipe on Stanley Avenue. The project will be advertised on May 21st with a bid opening the second week of June.

8) Sherman Street Sanitary Sewer Replacement

Baxter & Woodman has prepared plans and specifications for open cut replacement of 347 feet of 8 inch sewer pipe with 10 inch pipe. The project will be advertised on May 21st with a bid opening the second week of June.