

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

Amendment No. 2 to the Sanitary Service Repairs Agreement with Uno Construction Company, Inc. and authorizing the General Manager and Assistant Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Recapture Agreement - 217 60th Street Sewer Extension

Sewer Construction Supervisor Cherwak presented a Recapture Agreement between the District and property owners, ArLu Properties Inc. The Agreement is for a sanitary sewer extension on 60th Street between Cumnor Road and Fairview Avenue in Downers Grove. A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the Recapture Agreement for the sanitary sewer extension on 60th Street between Cumnor Road and Fairview Avenue in Downers Grove and authorizing the General Manager and Assistant Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Annexation Ordinance No. AO 2019-02 – 6007 Woodward Ave., Downers Grove

Sewer Construction Supervisor Cherwak presented Annexation Ordinance No. AO 2019-02 for the annexation of one lot located at 6007 Woodward Ave., Downers Grove. A motion was made by Trustee Coultrap seconded by Trustee Sejnost accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2019-02 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Annexation Ordinance No. AO 2019-03 – 5701 Walnut Ave., Downers Grove

Sewer Construction Supervisor Cherwak presented Annexation Ordinance No. AO 2019-03 for the annexation of one lot located at 5701 Walnut Ave., Downers Grove. A motion was made by Trustee Sejnost seconded by Trustee Coultrap accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2019-03 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Other New Business

Trustee Van Buren inquired if the building and grounds summer position has been filled. He commended staff for their work on the online health insurance enrollment form. He also commended maintenance staff for their work to replace the hypochlorite feed piping noted in Maintenance Supervisor Barta's report. Lastly, Trustee Van Buren inquired about the heavy rain event during the week of April 28th and the recent DuPage River Sweep event the District hosted.

Trustee Coultrap commended maintenance staff for their work to replace the hypochlorite feed piping noted in Maintenance Supervisor Barta's report. He also inquired about the building and grounds summer position and the recent employee bowling function. He commended staff for their work on the online health insurance enrollment form for employees. Lastly, he congratulated the District for participating in the recent DuPage River Sweep event.

Trustee Sejnost commended maintenance staff for their work to replace the hypochlorite feed piping. She congratulated the District for participating in the recent DuPage River Sweep event and commended staff for their hard work during the heavy rain event at the end of April. Lastly, she commented on the WWTC's net energy usage during April noted in Operation Supervisor Majewski's monthly report.

A motion was made by Trustee Coultrap seconded by Trustee Sejnost to adjourn the regular meeting at 7:48 p.m. The motion carried.

Approved: June 18, 2019

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

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