

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, May 21, 2024, convening at 7:00 p.m. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were Trustees Amy E. Sejnost, Jeremy M. Wang and Mark Eddington, General Manager Amy R. Underwood, Administrative Supervisor Carly Shaw, Lab Supervisor Reese Berry, Information Coordinator Alyssa J. Caballero and Attorney Dan McCormick.

Minutes of Regular Meeting – April 16, 2024

A motion was made by Trustee Wang seconded by Trustee Eddington approving the minutes of the regular meeting held on April 16, 2024 and authorizing the President and Clerk to sign same. The motion carried.

Minutes of Special Meeting – May 7, 2024

A motion was made by Trustee Eddington seconded by Trustee Wang approving the minutes of the special meeting held on May 7, 2024 and authorizing the President and Clerk to sign same. The motion carried.

Claim Ordinance No. 1937

A motion was made by Trustee Wang seconded by Trustee Eddington adopting Claim Ordinance No. 1937 in the total amount of \$1,439,580.26 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Sejnost, Wang and Eddington.)

Public Comment – None

New Business

Elections and Appointments

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

Sejnost, Wang and Eddington.) A motion was made by Trustee Eddington seconded by Trustee Wang appointing Carly Shaw as Treasurer. The motion carried. (Votes recorded: Ayes–Sejnost, Wang, and Eddington.) A motion was made by Trustee Eddington seconded by Trustee Sejnost appointing Baxter and Woodman, Inc. as engineers for the District sewer system and Wastewater Treatment Center. The motion carried. (Votes recorded: Ayes–Sejnost and Eddington. Abstain–Wang.) A motion was made by Trustee Wang seconded by Trustee Eddington appointing Daniel McCormick, P.C. as attorney for the District. The motion carried. (Votes recorded: Ayes–Sejnost, Wang and Eddington.) A motion was made by Trustee Sejnost seconded by Trustee Wang 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–Sejnost, Wang and Eddington.)

Renewal of BSSRAP Contract

General Manager Underwood presented a memo regarding proposed Amendment No. 2 to the Sanitary Service Repairs Agreement with Uno Construction Company, Inc. This contract was awarded in 2022 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 3.33%. This year’s annual increase in the contractor’s unit prices will be 3.33% bringing the contract price for this work to \$1,588,943.73 for the period from July 1, 2024 through June 30, 2025. A motion by Trustee Eddington seconded by Trustee Wang 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–Sejnost, Wang and Eddington.)

Contract Award - WWTC Gas Detection System

General Manager Underwood reviewed the bid opening on May 17 for the Wastewater Treatment System Gas Detection System project. Three bids were received for this project. Staff recommends that the District award the project to the lowest responsive, responsible bidder, Connelly Electric Co., in the amount of \$312,000. A motion was made by Trustee Eddington seconded by Trustee Wang awarding the contract for the Wastewater Treatment System Gas Detection System project to the lowest responsive, responsible bidder, Connelly Electric Co. in the amount of \$312,000 and authorizing the General Manager and Assistant Clerk to sign the same. The motion carried. (Votes recorded: Ayes–Sejnost, Wang and Eddington.)

Operations Report – Laboratory

Laboratory Supervisor Berry presented an operations report reviewing the laboratory. He reviewed NPDES permit limits, outfalls, lab activities, contract lab services and sampling programs.

Other New Business

Trustee Eddington congratulated General Manager Underwood for finishing her year serving as President of Central States Water Environment Association.

Trustee Wang thanked Laboratory Supervisor Berry for his operations report. He congratulated Sue Testin for her 5 years of service with the District and Alan Hartigan for his 15 years of service. He noted that the District operated at net-zero this month. He inquired about the summer clerical position. Trustee Wang noted the quote received for the first responder radio enhancement. Lastly, he asked about the time keeping system update and the progress of the accounting software replacement.

Trustee Sejnost congratulated Sue Testin for her 5 years of service with the District and Alan Hartigan for his 15 years of service. She thanked Amy, Todd, Marc, and Brandon for attending the CSWEA Annual Meeting. She noted the upcoming workshops on Team Effectiveness that all employees will be attending. She acknowledge the semi-annual report on the Curtiss Street trunk sewer rehab project. Trustee Sejnost noted the belt filter press building overhead door replacement and primary effluent channel railing installation, both noted in Maintenance Supervisor Whitefleet's report. She noted that CHP 1 and 2 have been operating well and that the District operated at net-zero this month. Lastly, she inquired about the status of Arrowgear's industrial use permit and noted that the grant payments were received from EPA for the Curtiss Street Lining project.

A motion was made by Trustee Eddington seconded by Trustee Wang to adjourn the regular meeting at 8:09 p.m. The motion carried.

Approved: June 18, 2024

/s/Amy E. Sejnost/s/
President

Attest: /s/Mark Eddington/s/
Clerk