

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, June 15, 2021, convening at 7:00 p.m. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were President Wallace D. Van Buren, Trustees Amy E. Sejnost and Paul W. Coultrap, General Manager Amy R. Underwood, Administrative Supervisor W. Clay Campbell and Attorney Michael G. Philipp. Information Coordinator Alyssa J. Caballero was not physically present but did attend the meeting by electronic means using Zoom.

Minutes of Regular Meeting – May 18, 2021

A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the minutes of the regular meeting held on May 18, 2021, and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Claim Ordinance No. 1902

A motion was made by Trustee Sejnost seconded by Trustee Coultrap adopting Claim Ordinance No. 1902 in the total amount of \$1,079,214.01 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Public Comment – None

Old Business

General Manager Underwood updated the Board of Trustees on the status of the Northwest Lift Station - Solar Power Purchase Agreement. The lender for the solar project partners requested that the Power Purchase Agreement between the District and TCA Microgrid Energy, LLC be amended requiring the District to ensure that TCA Microgrid Energy, LLC has access to the site for the entire 25-year term of the Agreement. Since the District does not own the access roads to the Northwest Lift Station, the District was unable to agree to the requested amendment. As a result, the District issued a Notice of Termination due to the installation not being completed within the contract time.

New Business

2021 Levy Ordinance

A motion was made by Trustee Van Buren seconded by Trustee Sejnost nominating and electing Amy E. Sejnost as the Acting Clerk of the Downers Grove Sanitary District. The motion carried. (Votes recorded: Ayes-Van Buren and Sejnost. Abstentions-Coultrap.)

Administrative Supervisor Campbell presented the proposed Levy Ordinance for Fiscal Year 21-22 in the amount of \$1,369,200 for sanitary sewer repairs and replacements and repayments of loans under the American Recovery and Reinvestment Act of 2009 / Illinois Environmental Protection Agency's Water Pollution Control Loan Program. This levy will be reflected in real

estate tax bills due in 2021. A motion was made by Trustee Sejnost seconded by Trustee Van Buren adopting the Levy Ordinance for Fiscal Year 2021-2022 in the amount of \$1,369,200 for sanitary sewer repairs and replacements and repayments of loans under the American Recovery and Reinvestment Act of 2009 / Illinois Environmental Protection Agency's Water Pollution Control Loan Program and authorizing the President and Acting Clerk to sign same, adopting the Certificate of Levy and authorizing the Acting Clerk to sign same, and authorizing Assistant Clerk Campbell to sign the Certificate of Inapplicability. The motion carried. (Votes recorded: Ayes-Van Buren and Sejnost. Abstentions-Coultrap.)

Administrative Supervisor Campbell presented a memo reviewing the calculation and application of the Levy Ordinance for Fiscal Year 2020-2021 reflected in real estate tax bills paid in 2020. This item was for informational purposes only.

A motion was made by Trustee Van Buren seconded by Trustee Sejnost removing Amy E. Sejnost as the Acting Clerk of the Downers Grove Sanitary District and thereby reinstating Paul W. Coultrap as the duly elected Clerk. The motion carried. (Votes recorded: Ayes-Van Buren and Sejnost. Abstentions-Coultrap.)

Planned Retirement Preparation Approval

Administrative Supervisor Campbell presented a memo identifying Operator Mike Hayward's anticipated retirement from the District, the related additional payouts to him anticipated under the District's vacation leave payout policy contained in the Employee Policy Manual, and compliance with statutory requirements under Public Act 99-0646 (the Illinois Local Government Wage Increase Transparency Act). In compliance with Public Act 99-0646 (the Illinois Local Government Wage Increase Transparency Act), a motion was made by Trustee Sejnost seconded by Trustee Coultrap to permit additional wage payments to Mike Hayward spreading 300 hours of vacation over his last 6 months of employment, consistent with the District's Employee Policy Manual, in the amount of \$11,156.96, in anticipation of his announced retirement date of March 31, 2022, increasing his retirement monthly pension amount by \$64.77, and increasing the cost of his pension annuity and DGSD's pension cost by \$9,776.00. The motion carried. (Votes recorded: Ayes-Van Buren, Sejnost and Coultrap.) General Manager Underwood explained to the Board that with the anticipated retirement of one of its operators, the District was now planning on hiring an additional Operator on staff in the fall to provide for transition and training.

Other New Business

Trustee Van Buren congratulated General Manager Underwood on being elected Second Vice President of the Central States Water Environment Association during the Annual Meeting in May. He asked Administrative Supervisor Campbell if the District's Group Health Insurance enrollment process worked out how staff had anticipated when going through the renewal process back in April. Staff acknowledged that the actual enrollment numbers were very in line with what was anticipated and that the District's share of premiums would be consistent with the anticipated increase. He commended the Safety Committee on the hazard mitigation methods. He commended the Maintenance department staff on replacing the starter on one of the District's Honda Civic CNG sedans and completing a full brake replacement on one of the District's Ford F-150 trucks. As well, Trustee Van Buren acknowledged the District's 100 year anniversary.

Trustee Coultrap also congratulated General Manager Underwood on being elected Second Vice President of the Central States Water Environment Association. He also congratulated the District on its 100 year anniversary. As well, he asked Administrative Supervisor Campbell if the District had experienced any issues with BlueCross BlueShield of Illinois as a Group Health Insurance carrier over the last several years and staff identified that there were no issues worth noting and that generally reported employee experience was positive. Trustee Coultrap also noted how beneficial it was for our employee group that we continued to offer multiple plan options for employees to choose from in the District's Group Health Insurance benefit and that employees could select the best tailored plan for their needs.

Trustee Sejnost also congratulated General Manager Underwood on being elected Second Vice President of the Central States Water Environment Association. She congratulated the District on 100 years and suggested that the District advertise it on our website and social media. She also suggested when staff is researching information to celebrate the District's 100 year Anniversary that the local historical societies might be a valuable resource. She noted that the District wastewater treatment center has been running at net-zero energy. She noted the seemingly higher than normal volume of equipment maintenance completed in the last month. She inquired if the Maintenance department staff that were performing repairs on District vehicles were ASE certified. Trustee Sejnost also inquired if the District was making Biosolids deliveries to the park districts and others that had typically taken deliveries prior to the COVID-19 pandemic. As well, Trustee Sejnost and General Manager Underwood discussed the District's recent COVID-19 sampling data conducted in conjunction with the United States Health and Human Services Protect Program.

A motion was made by Trustee Coultrap seconded by Trustee Sejnost to adjourn the regular meeting at 7:38 p.m. The motion carried.

Approved: July 20, 2021

 /s/ Amy E. Sejnost /s/
Acting President

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