

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, June 17, 2025, 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 S. Shaw, Information Coordinator Alyssa J. Caballero and Attorney Dan McCormick.

Minutes of Regular Meeting – May 20, 2025

A motion was made by Trustee Eddington seconded by Trustee Wang approving the minutes of the regular meeting held on May 20, 2025 and authorizing the President and Clerk to sign same. The motion carried.

Claim Ordinance No. 1950

A motion was made by Trustee Wang seconded by Trustee Eddington adopting Claim Ordinance No. 1950 in the total amount of \$776,544.44 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

2025 Tax Levy Ordinance

Administrative Supervisor Shaw presented a memo reviewing the calculation and application of the Levy Ordinance for Fiscal Year 2024-2025 reflected in real estate tax bills owed for 2024. This item was for informational purposes only.

Administrative Supervisor Shaw presented the proposed Levy Ordinance for Fiscal Year 25-26 in the amount of \$1,649,386 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 owed for 2025 (due in 2026). A motion was made by Trustee Wang seconded by Trustee Eddington adopting the Levy Ordinance for Fiscal Year 2025-2026 in the amount of \$1,649,386 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 Clerk to sign same, adopting the Certificate of Levy and authorizing the Clerk to sign same, and authorizing Assistant Clerk Shaw to sign the Certificate of Inapplicability. The motion carried. (Votes recorded: Ayes–Sejnost, Wang and Eddington.)

Intergovernmental Agreement with Forest Preserve District of DuPage County

General Manager Underwood presented the intergovernmental agreement with the Forest Preserve District of DuPage County for design engineering (Phase 1 and Phase 2) for the Maple Grove Bridge and Sanitary Sewer Replacement project. A motion was made by Trustee Eddington seconded by Trustee Wang to approve the Intergovernmental Agreement with the Forest Preserve District of DuPage County as presented and authorizing the President and Clerk sign the same. The motion carried. (Votes recorded: Ayes-Sejnost, Wang and Eddington.)

Annexation Ordinance AO 2025-02 – 2300 Warrenville Road, Downers Grove

Staff presented Annexation Ordinance No. AO 2025-02 for the annexation of one commercial lot located at 2300 Warrenville Road, Downers Grove. A motion was made by Trustee Wang seconded by Trustee Eddington accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2025-02 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Sejnost, Wang and Eddington.)

Change Order No. 2 – Venard Road Force Main Replacement

A motion was made by Trustee Wang seconded by Trustee Eddington approving Change Order No. 2 for the Venard Road force main replacement project with Swallow Construction Corp. for a net decrease in the contract price of \$41,865.96 and a net increase in contract time of 14 days and authorizing the General Manager to sign the same. The motion carried. (Votes recorded: Ayes-Sejnost, Wang and Eddington.)

Facility Plan Update

General Manager Underwood reviewed the Facility Plan progress for May.

Questions and Comments

Trustee Wang thanked Administrative Supervisor Shaw for her work on the tax levy memo. He also thanked General Manager Underwood for her work on the facility plan. He expressed his appreciation after receiving his annual newsletter in the mail. Trustee Wang noted the issues on CHP 1 and the plan to get it running again, as well as the repairs done on CHP 2. He inquired about the Operator and Maintenance Mechanic job openings. He noted the launch of the new billing portal and accounting software, indicating that he appreciated the detail on the new claim ordinance format. Lastly, Trustee Wang noted the District's participation in the upcoming Downers Grove Fourth of July parade.

Trustee Eddington inquired about where the Class A biosolids are normally distributed. He noted that no bids were received for the Rogers Street mainline sewer replacement project. He congratulated General Manager Underwood for completing her tenure on the CSWEA Executive Committee. Trustee Eddington commended Administrative Supervisor Shaw for her work with the launch of the new accounting software and billing portal, noting that the new claim ordinance and new treasurer's report are easier to read. He asked that staff verify whether there are any properties which the District currently serves that have not been annexed and if so, that we annex them as required.

Trustee Sejnost noted the Operator position has been filled and inquired about the Electrical Technician and Maintenance Mechanic job openings. She noted the recent safety training some employees attended. She commented on CHP 1 being out of service and inquired about the maintenance cost for CHP 2. Lastly, she wished employees a safe summer season.

A motion was made by Trustee Wang seconded by Trustee Eddington to adjourn the regular meeting at 8:23 p.m. The motion carried.

Approved: July 15, 2025

/s/Amy E. Sejnost/s/
President

Attest: /s/Mark Eddington/s/
Clerk