

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, June 18, 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, and Trustee Paul W. Coultrap, General Manager Nicholas J. Menninga, Administrative Supervisor W. Clay Campbell, Sewer Construction Supervisor Ted Cherwak, Information Coordinator Alyssa J. Caballero and Attorney Michael G. Philipp.

Minutes of Regular Meeting – May 21, 2019

A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the minutes of the regular meeting held on May 21, 2019 as presented and authorizing the President and Clerk to sign same. The motion carried.

Claim Ordinance No. 1878

A motion was made by Trustee Sejnost seconded by Trustee Coultrap adopting Claim Ordinance No. 1878 in the total amount of \$666,521.28 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

Trustee Sejnost inquired about vehicle sales/purchases discussed at the May meeting.

New Business:

2019 Levy Ordinance

Administrative Supervisor Campbell presented the proposed Levy Ordinance for Fiscal Year 2019-2020 in the amount of \$1,282,600 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 2020. A motion was made by Trustee Coultrap seconded by Trustee Sejnost adopting the Levy Ordinance for Fiscal Year 2019-2020 in the amount of \$1,282,600 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 Campbell to sign the Certificate of Inapplicability. The motion carried. (Votes recorded: Ayes-Van Buren, Sejnost and Coultrap.)

Contract Award – Paving Services

General Manager Menninga reviewed the bid opening on June 5 for the 2019 Painting Services project. This project consists of painting services at a few locations at the Wastewater Treatment Center and the floor and entry tube at Wroble Lift Station. Three bids were received. He

recommended that the District award the project to the lowest responsive, responsible bidder, G.P. Maintenance Services, Inc., in the amount of \$107,500.00. A motion was made by Trustee Coultrap seconded by Trustee Sejnost awarding the contract for the 2019 Painting Services project to the lowest responsive, responsible bidder, G.P. Maintenance Services, Inc., in the amount of \$107,500.00 and authorizing the General Manager and Assistant Clerk to execute the contract documents. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

#### Resolution of Appreciation for Employee Service

General Manager Menninga presented a Resolution of Appreciation for Irene Taylor for more than 26 years of dedicated service to the District. A motion was made by Trustee Coultrap seconded by Trustee Sejnost to pass the resolution. The motion carried.

#### Investment in Certificate of Deposit – First Internet Bank

Administrative Supervisor Campbell reviewed staff's purchase on May 14, 2019 of a twelve-month Certificate of Deposit with First Internet Bank in the amount of \$250,000 with an annual interest rate of 2.75 percent. The Certificate of Deposit is secured by the FDIC. A motion by Trustee Coultrap seconded by Trustee Sejnost was made ratifying the actions of staff on behalf of the District to open a Certificate of Deposit on May 14, 2019 in the amount of \$250,000 with First Internet Bank at an interest rate of 2.75 percent and a term of twelve months. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

#### Investment in Certificate of Deposit – Transportation Alliance Bank

Administrative Supervisor Campbell reviewed staff's renewal on May 23, 2019 of a twelve-month Certificate of Deposit with Transportation Alliance Bank in the amount of \$250,000 with an annual interest rate of 2.47 percent. The Certificate of Deposit is secured by the FDIC. A motion was made by Trustee Sejnost seconded by Trustee Coultrap ratifying the actions of staff on behalf of the District to open a Certificate of Deposit on May 23, 2019 in the amount of \$250,000 with Transportation Alliance Bank at an interest rate of 2.47 percent and a term of twelve months. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

#### Operations Report – Wastewater Treatment Center Data Management

General Manager Menninga presented a report reviewing the District's data management software applications for operations and asset management at the District's Wastewater Treatment Center. His report included a review of the software which provides data tracking used to evaluate and control operations over the District's wastewater treatment processes, and the software package for managing the District's non-sewer assets.

#### Other New Business

Trustee Van Buren welcomed Alex Bielawa, District engineer, to the District. He also congratulated Irene Taylor on her retirement after 26 years with the District. He inquired about the automobile crash at Wroble Lift Station noted in Maintenance Supervisor Barta's report. Trustee Van Buren commended laboratory staff for their hard work during the recent excess flow events and congratulated Alan Hartigan for 10 years of service to the District. Lastly, he commented on the TPO magazine article and commended General Manager Menninga for his work with PBS NewsHour on their segment featuring the District's net-zero operations.

Trustee Coultrap congratulated Irene Taylor on her retirement after 26 years with the District and welcomed Alex Bielawa, District engineer, to the District. He commended General Manager Menninga for his work with PBS NewsHour on their segment featuring the District's net-zero operations. Trustee Coultrap also commended staff for their hard work during the recent excess flow events and congratulated Alan Hartigan for 10 years of service to the District. Lastly, he inquired about the District's safety committee.

Trustee Sejnost welcomed Alex Bielawa, District engineer, to the District. She also congratulated Irene Taylor on her retirement after 26 years with the District. She also congratulated Alan Hartigan for 10 years of service to the District. She commented on the one excursion that occurred in May and the WWTC's net energy usage during May, both noted in Operations Supervisor Majewski's report. Trustee Sejnost also thanked Maintenance Supervisor Barta for his detailed and informative monthly report on the District's maintenance operations. Lastly, she commended General Manager Menninga for his work with PBS NewsHour on their segment featuring the District's net-zero operations and commended staff for their hard work during the recent excess flow events.

A motion was made by Trustee Sejnost seconded by Trustee Coultrap to recess the regular meeting and convene an executive session at 7:47 p.m. under exception 2(c)1 of the Open Meetings Act to discuss personnel matters. The motion carried. (Votes recorded: Ayes-Van Buren, Sejnost and Coultrap.)

A motion was made by Trustee Coultrap seconded by Trustee Sejnost to reconvene the regular meeting at 8:16 p.m. The motion carried. (Votes recorded: Ayes- Van Buren, Sejnost and Coultrap.)

The Trustees and General Manager Menninga discussed timing, potential salary and benefits associated with an Assistant General Manager position at the District.

A motion was made by Trustee Coultrap seconded by Trustee Sejnost to adjourn the regular meeting at 8:40 p.m. The motion carried.

Approved: July 16, 2019

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

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