

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, June 14, 2022, convening at 7:00 p.m. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were Trustees Wally D. Van Buren, Amy E. Sejnost, Jeremy M. Wang, General Manager Amy R. Underwood, Administrative Supervisor Carly S. Shaw, Staff Engineer Alex M. Bielawa and Information Coordinator Alyssa J. Caballero and Attorney Michael G. Philipp.

Minutes of Regular Meeting – June 14, 2022

A motion was made by Trustee Wang seconded by Trustee Sejnost approving the minutes of the regular meeting held on June 14, 2022 and authorizing the President and Clerk to sign same. The motion carried.

Claim Ordinance No. 1915

A motion was made by Trustee Sejnost seconded by Trustee Wang adopting Claim Ordinance No. 1915 in the total amount of \$1,039,598.03 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Wang.)

Public Comment – None

New Business

Contract Award – Administrative Center Remodel

General Manager Underwood reviewed the bids received on June 30 for Admin Center Remodel project. Four bids were received. She recommended that the contract be awarded to the lowest responsible, responsive bidder Yad Construction LLC of Oak Park, Illinois in the amount of \$131,500. A motion was made by Trustee Wang seconded by Trustee Sejnost to award the contract for Admin Center Remodel project to the lowest responsible, responsive bidder, Yad Construction LLC, in the amount of \$131,500 and to authorize the General Manager and Assistant Clerk to sign the same. The motion carried. (Votes recorded: Ayes—Van Buren, Sejnost and Wang.)

Contract Award – 2022 Painting Services

General Manager Underwood reviewed the bids received on June 30 for 2022 painting services. Three bids were received. She recommended that the contract be awarded to the lowest responsible, responsive bidder G.P. Maintenance, Inc. of Palos Hills, Illinois in the amount of \$109,000. A motion was made by Trustee Sejnost seconded by Trustee Wang to award the contract for 2022 painting services to the lowest responsible, responsive bidder, G.P. Maintenance Inc., in the amount of \$109,000 and to authorize the General Manager and Assistant Clerk to sign the same. The motion carried. (Votes recorded: Ayes—Van Buren, Sejnost and Wang.)

Operations Report – DuPage River Salt Creek Workgroup

General Manager Underwood presented an operations report reviewing the DuPage River Salt Creek Workgroup, a local nonprofit organization that the District is a member of. She discussed the role of the workgroup in the community including the projects they have completed and are currently working towards to improve environmental conditions in local waterways. She also discussed the NDPEs permit requirements that the District is meeting through participation in the workgroup and the associated cost to the District.

Other New Business

Trustee Van Buren noted the annual dues and special assessment payment to the DuPage River Salt Creek Workgroup. He congratulated Adrienne Kasper on her promotion to Senior Billing Coordinator. He noted there was a decrease in past due charges for user billing. He inquired on the progress on the new customer billing portal. He commended the maintenance and WWTC staff for their team effort to fix the breaker which had failed during the power curtailment test and noted the transformer relocation and upgrade at Venard Lift Station, both noted in Maintenance Supervisor Barta’s report. He noted there were no excess flows in June and the amount digester gas produced versus how much was flared, both noted in the Operation Supervisor Majewski’s report. He also commented on biosolids being well under the Class A limits during the sampling event in May, noted in Lab Supervisor Berry’s report. Trustee Van Buren noted the delay in the outfall repair project due to the union strike, noted in Staff Engineer Bielawa’s report. Lastly, he congratulated Jose Roche and Sam Tatulli for their anniversaries with the District.

Trustee Sejnost congratulated Adrienne Kasper on her promotion to Senior Billing Coordinator and Jose Roche and Sam Tatulli for their anniversaries with the District. She thanked staff for their hard work and dedication during the June 23-24 power failure event. She also inquired about the Hepatitis A and B vaccines being offered to employees. Trustee Sejnost also commended the maintenance and WWTC staff for their team effort to fix the breaker failure after the power curtailment test and noted the transformer relocation and upgrade at Venard Lift Station, noted in Maintenance Supervisor Barta’s report. Lastly, she also noted the social media trend “Audit the Auditor” and the KnowBe4 Training employees completed for cyber security awareness.

Trustee Wang thanked General Manager Underwood for her presentation and leadership with the DuPage River Salt Creek Workgroup. He commended maintenance staff for their work to repair the force main break at College Lift Station, noted in Maintenance Supervisor Barta’s report. Lastly, Trustee Wang noted that he is looking for to seeing the results from the dewatering press pilot, noted in Staff Engineer Bielawa’s report.

A motion was made by Trustee Wang seconded by Trustee Sejnost to adjourn the regular meeting at 8:19 p.m. The motion carried.

Approved: August 16, 2022

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

Attest: /s/Jeremy M. Wang/s/
Clerk