

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, August 15, 2023, 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, Information Coordinator Alyssa J. Caballero and Attorney Dan McCormick. Courtney Mohr of Lauterbach & Amen, LLP also attended.

Minutes of Regular Meeting – July 18, 2023

A motion was made by Trustee Sejnost seconded by Trustee Wang approving the minutes of the regular meeting held on July 18, 2023 and authorizing the President and Clerk to sign same. The motion carried.

Claim Ordinance No. 1928

A motion was made by Trustee Wang seconded by Trustee Sejnost adopting Claim Ordinance No. 1928 in the total amount of \$774,415.86 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

Audit Report for Fiscal Year 2022-2023

Courtney Mohr, auditor with the firm of Lauterbach & Amen, LLP, presented the Annual Financial Report for Fiscal Year 2022-2023. She reviewed the report, the notes to the financial statements and the supplemental information. A motion was made by Trustee Sejnost seconded by Trustee Wang accepting the Annual Financial Report for Fiscal Year 2022-2023 as presented. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Wang.)

Resolution of Appreciation for Employee Service

General Manager Underwood presented a Resolution of Appreciation for Robert P. Swirksy for 24 years of dedicated service to the District. A motion was made by Trustee Sejnost seconded by Trustee Wang to pass the resolution. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Wang.)

Open House Arrangements

Staff presented the invitation, map, invitation list and press release for the annual Open House to be held on October 7, 2023 focusing on the District's construction projects. The invitations will be mailed and emailed August 28, and press releases will be distributed to local papers shortly thereafter. The Board concurred with staff's recommendation.

Annexation Ordinance AO 2023-03 – 6120 Fairview Avenue, Downers Grove

Staff presented Annexation Ordinance No. AO 2023-03 for the annexation of a single-family lot located at 6120 Fairview Avenue, Downers Grove. A motion was made by Trustee Wang seconded by Trustee Sejnost accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2023-03 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Wang.).

Review of Prior Executive Session Minutes

The Board reviewed the minutes of executive sessions held on January 17, 2023 and February 14, 2023, which have not previously been made available for public inspection or not previously reviewed. A motion was made by Trustee Sejnost seconded by Trustee Wang determining that the need for confidentiality no longer exists as to the executive session minutes of January 17, 2023 and February 14, 2023. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Wang.) A motion was made by Trustee Sejnost seconded by Trustee Van Buren approving destruction of the verbatim record of the executive session held on December 21, 2021, January 18, 2022, and February 8, 2022 as provided by state statute. The motion carried. (Votes recorded: Ayes–Van Buren and Sejnost. Abstain-Wang.)

Other New Business

Trustee Van Buren inquired about the hiring status of the Sewer System Engineering Technician position. He noted the launch of the new customer billing portal and the decrease in past due user billing charges. He noted the operation status of CHP 1 and the replacement of the primary sludge pump 2, noted in Maintenance Supervisor Whitefleet's report. Lastly, Trustee Van Buren commented on the bid opening for the Curtiss Street trunk sewer project and the outfall pipe delivery date.

Trustee Sejnost inquired about the hiring status of the Sewer System Engineering Technician position. She inquired about the operation status of CHP 1. She noted she appreciated the safety equipment purchases and Staff's proactiveness regarding safety measures. Lastly, she noted she received a compliment from a homeowner regarding the BSSRAP program.

Trustee Wang expressed his appreciation for the annual audit, particularly to Administrative Supervisor Shaw and General Manager Underwood. He noted the recent slip, trip, and fall safety training employees participated in. Trustee Wang noted the repairs to raw sewage pump #5, noted in Maintenance Supervisor Whitefleet's report. He noted the Huber demonstration of the dewatering press held at the WWTC recently. He appreciated seeing new ideas for the upcoming annual open house. Lastly, Trustee Wang noted the change in the SARS-CoV-2 concentration levels in the recent wastewater sampling.

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

Approved: September 26, 2023

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

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