

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, August 16, 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 Attorney Michael G. Philipp.

Minutes of Regular Meeting – July 19, 2022

A motion was made by Trustee Wang seconded by Trustee Sejnost approving the minutes of the regular meeting held on July 19, 2022 and authorizing the President and Clerk to sign same. The motion carried.

Change Order No. 1 – 2022 Sewer Televising Contract

General Manager Underwood presented a memo recommending to the Board of Trustees approval of a change order for the District's 2022 Sewer Televising Contract with SEWERTECH, LLC for a net decrease in contract cost of \$12,748.90. Approval of Change Order No. 1 would bring the total contract amount to \$126,724.40. A motion was made by Trustee Sejnost seconded by Trustee Wang approving the 2022 Sewer Televising Contract Change Order No. 1 for a net decrease in the amount of \$12,748.90 and for the General Manager to sign the same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Wang.)

Travel Reimbursement – Stephanie Cioni

General Manager Underwood presented a memo recommending to the Board of Trustees approval of reimbursement for Stephanie Cioni's lodging expenses for the Central States Water Environment Association (CSWEA) Central States Exchange (CSX) in the amount of \$290.74. A motion was made by Trustee Sejnost seconded by Trustee Wang approving the full reimbursement of Stephanie Cioni's lodging expenses for the CSWEA CSX '22 in the amount of \$290.74. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Wang.)

Claim Ordinance No. 1916

A motion was made by Trustee Wang seconded by Trustee Sejnost adopting Claim Ordinance No. 1916 in the total amount of \$732,495.27 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

Operations Report – User Charge Collection Procedures

Administrative Supervisor Shaw presented an operations report reviewing the user charge

collection procedures. She reviewed each step for past due accounts from reminder notices through show cause hearings.

Open House Arrangements

Staff presented the invitation, map, invitation list and press release for the annual Open House to be held on October 1, 2022 focusing on the District's maintenance department. The invitations will be mailed and emailed August 29, and press releases will be distributed to local papers shortly thereafter. The Board concurred with staff's recommendation.

Review of Prior Executive Session Minutes

The Board reviewed the minutes of executive sessions held on January 18, 2022 and February 8, 2022, which have not previously been made available for public inspection or not previously reviewed. A motion was made by Trustee Sejnost seconded by Trustee Van Buren determining that the need for confidentiality no longer exists as to the executive session minutes of January 18, 2022 and February 8, 2022. The motion carried. (Votes recorded: Ayes–Van Buren, and Sejnost. Abstain-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 August 18, 2020, January 19, 2021, and February 9, 2021 as provided by state statute. The motion carried. (Votes recorded: Ayes–Van Buren and Sejnost. Abstain-Wang.)

Investment in Certificate of Deposit – TriState Capital Bank

General Manager Underwood reviewed staff's purchase on August 9, 2022 of a twelve-month Certificate of Deposit with TriState Capital Bank in the amount of \$250,000 with an annual interest rate of 3.29 percent. The Certificate of Deposit is secured by the FDIC. A motion by Trustee Sejnost seconded by Trustee Wang was made ratifying the actions of staff on behalf of the District to open a Certificate of Deposit on August 9, 2022 in the amount of \$250,000 with TriState Capital Bank at an interest rate of 3.29 percent and a term of twelve months. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Wang.)

Renewable Energy Credits Purchase and Sale Agreement

General Manager Underwood presented an agreement with Blue Delta Energy LLC to lock-in the purchase price for Renewable Energy Credits (RECs) for Reporting Year 2022-23 at \$24.25/REC. A motion was made by Trustee Van Buren seconded by Trustee Sejnost approving the Renewable Energy Credits Purchase and Sale Agreement with Blue Delta Energy LLC for FY 22-23 and permission for the General manager to sign the same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Wang.)

Other New Business

Trustee Wang thanked Administrative Supervisor Shaw for her presentation on user charge collection procedures. He noted the automatic transfer switch repair at Liberty Park Lift Station by District employees, noted in Maintenance Supervisor Barta's report. He also commended Inspectors Danny Jasso and Oscar Avila's work inspecting manhole adjustments on the Village of Downers Grove paving job, noted in Sewer Construction Supervisor Shaffner's report.

Trustee Sejnost noted that Lab Analyst Malwina Serpa left the District for a new opportunity. She noted that July was a wet month with eight days over 11 MGD and commended staff for their hard work. Trustee Sejnost commented on the detailed monthly report from Maintenance Supervisor Barta. She also commended Inspectors Danny Jasso and Oscar Avila's work inspecting manhole adjustments on the Village of Downers Grove paving job. Lastly, she thanked Staff Engineer Bielawa for his detailed monthly report.

Trustee Van Buren commended Maintenance Supervisor Barta's for his monthly report. He commended the in-house work staff was able to do on the Cross Collector Drive replacement and it's cost savings, noted in Maintenance Supervisor Barta's report. Trustee Van Buren noted that five sanitary districts are seeking American Rescue Plan Act funds from DuPage County. Lastly, he commented on an article he read which indicated the Inflation Reduction Act may consider CHP engines, like the District's, a renewable energy source.

A motion was made by Trustee Wang seconded by Trustee Sejnost to adjourn the regular meeting at 7:49 p.m. The motion carried.

Approved: September 27, 2022

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

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