

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, September 18, 2018, 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. Kovacevic, Trustee Paul W. Coultrap, General Manager Nicholas J. Menninga, Administrative Supervisor W. Clay Campbell, Information Coordinator Alyssa J. Caballero and Attorney Michael G. Philipp.

Minutes of Regular Meeting – August 21, 2018

A motion was made by Trustee Coultrap seconded by Trustee Kovacevic approving the minutes of the regular meeting held on August 21, 2018 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

Minutes of Special Meeting – September 10, 2018

A motion was made by Trustee Coultrap seconded by Trustee Kovacevic approving the minutes of the special meeting held on September 10, 2018 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

Minutes of Executive Session – September 10, 2018

A motion was made by Trustee Coultrap seconded by Trustee Kovacevic approving the minutes of the executive session held on September 10, 2018 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

FY18-19 Budget Adjustment – Overhead Sewer Program

General Manager Menninga explained that the District's current fiscal year line item budget for its Cost Reimbursement Program for the Installation of Overhead Sewers or Backflow Prevention Devices was going to be exhausted due to an uptick in the number of residents participating in the program as compared to the previous fiscal year. General Manager Menninga recommended the District increase the budget line item for the Program by \$21,000 in order to predictably cover anticipated program participants through the remainder of the current fiscal year. A motion was made by Trustee Kovacevic seconded by Trustee Coultrap approving of the budget line item increase for budget code 01-14.B128 (Fund 01, Cost Reimbursement Program for the Installation of Overhead Sewers or Backflow Prevention Devices) from the original budgeted amount of \$15,000 to \$36,000 for Fiscal Year 18-19 and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

Claim Ordinance No. 1869

A motion was made by Trustee Kovacevic seconded by Trustee Coultrap adopting Claim Ordinance No. 1869 in the total amount of \$550,468.31 as presented and authorizing the President

and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

Public Comment - None

Old Business

General Manager Menninga discussed recent issues with one of the Combined Heat and Power engines.

New Business:

Annexation Ordinance AO 2018-03, 1129-1141 Crystal Ave, Downers Grove

General Manager Menninga presented Annexation Ordinance No. AO 2018-03 for the annexation of one lot located at 1129-1141 Crystal Ave, Downers Grove. Trustee Coultrap abstained from both discussion and voting on the matter due to a conflict of interest. A motion was made by Trustee Kovacevic seconded by Trustee Van Buren accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2018-03 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren and Kovacevic. Abstentions–Coultrap.).

Annexation Ordinance AO 2018-04, 6005 Woodward, Downers Grove

General Manager Menninga presented Annexation Ordinance No. AO 2018-04 for the annexation of one lot located at 6005 Woodward, Downers Grove. A motion was made by Trustee Coultrap seconded by Trustee Kovacevic accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2018-04 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.).

Operations Report - Sewer System Asset Management

General Manager Menninga presented an operations report covering the District's collection system which consists of 252 miles of sewer. The report discussed asset value and replacement costs, asset management, condition assessment data handling, and long term and short term priorities.

Other New Business

Trustee Kovacevic congratulated Keith Shaffner on his 10 year anniversary with the District. She commended staff on the savings on the paving & concrete replacement contract noted in Maintenance Supervisor Barta's report. She also inquired about PMDR (Prohibited Materials Discharge Report) customers noted in Lab Supervisor Berry's report, the status of Liberty Park Lift Station replacement project and the forcemain break at 63rd and Fairview on September 4.

Trustee Coultrap congratulated Keith Shaffner on his 10 year anniversary with the District and commended staff on the savings on the paving & concrete replacement contract noted in Maintenance Supervisor Barta's report. He also inquired about upcoming employee flu shots, the status of Liberty Park Lift Station replacement project and BNSF Railroad permits status.

Trustee Van Buren inquired about the forcemain break at 63rd and Fairview on September 4, the status of the Westmont alley sewer replacement project and the FY 19-20 budget preparation schedule.

A motion was made by Trustee Coultrap seconded by Trustee Kovacevic to adjourn the regular meeting at 7:56 p.m. The motion carried.

Approved: October 16, 2018

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

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