

**MINUTES**

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, September 21, 2021, convening at 7:10 p.m. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were Trustees Wally D. Van Buren and Amy E. Sejnost, General Manager Amy R. Underwood, Administrative Supervisor W. Clay Campbell, Sewer Construction Supervisor Keith W. Shaffner, and Attorney Michael G. Philipp. Veronica Dzekciorius of Lauterbach & Amen, LLP also attended. Trustee Paul W. Coultrap was absent. Due to the absence of Trustee Coultrap, Clerk of the District, Trustee Sejnost served as the Acting Clerk for this meeting.

Minutes of Regular Meeting – August 17, 2021

A motion was made by Trustee Sejnost seconded by Trustee Van Buren approving the minutes of the regular meeting held on August 17, 2021, and authorizing the President and Acting Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren and Sejnost.)

Claim Ordinance No. 1905

A motion was made by Trustee Sejnost seconded by Trustee Van Buren adopting Claim Ordinance No. 1905 in the total amount of \$896,409.23 as presented and authorizing the President and Acting Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren and Sejnost.)

Public Comment – None

New Business

Audit Report for Fiscal Year 2020-2021

Veronica Dzekciorius (Fairbairn), auditor with the firm of Lauterbach & Amen, LLP, presented the Annual Financial Report for Fiscal Year 2020-2021. She reviewed the report, the notes to the financial statements and the supplemental information. Administrative Supervisor Campbell noted for the Board that as of December 31, 2020 the District's Illinois Municipal Retirement Fund account was funded at more than 100% (102%) on an actuarial basis for the first time in the last decade or more. A motion was made by Trustee Sejnost seconded by Trustee Van Buren accepting the Annual Financial Report for Fiscal Year 2020-2021 as presented. The motion carried. (Votes recorded: Ayes–Van Buren and Sejnost.)

100 Year Anniversary

Staff presented a special presentation on the District's history in honor of our 100-year anniversary this year. The Trustees commended staff for contributing to the success of our organization over so many years and congratulated staff on the preparation of the presentation.

### Approval of Intergovernmental Agreement – Village of Downers Grove – Repair and/or Maintenance of Public Improvements

General Manager Underwood presented an Intergovernmental Agreement with the Village of Downers Grove for Repairs and/or Maintenance of Public Improvements. The agreement allows for the District and Village to coordinate efforts and take advantage of economies of scale by joining together on certain contracts. A motion was made by Trustee Sejnost seconded by Trustee Van Buren approving the Intergovernmental Agreement between the District and the Village of Downers Grove as presented and authorizing the General Manager and Assistant Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren and Sejnost.)

### Approval of Intergovernmental Agreement – DuPage County – Low-Income Household Water Assistance Program

Administrative Supervisor Campbell presented an Intergovernmental Agreement (IGA) with DuPage County offering residents the Low-Income Household Water Assistance Program (LIHWAP) as a resource. DuPage County’s Department of Community Services has been identified as the Local Administering Agency (LAA) for District residents that may qualify for federal grant funding from the U.S. Department of Health and Human Services that are having a difficult time paying their bills for drinking water and wastewater service, under the Illinois Public Law No: 116-260. This intergovernmental agreement will allow the District to promptly receive payments on behalf of low-income residents with delinquent balances that would otherwise put them at risk of water shut-off or sanitary sewer disconnection by following the District’s delinquent balance enforcement procedures. A motion was made by Trustee Sejnost seconded by Trustee Van Buren approving the intergovernmental agreement titled as a “Vendor Agreement” between the District and the DuPage County Department of Community Services as presented and authorizing the General Manager to sign same. The motion carried. (Votes recorded: Ayes–Van Buren and Sejnost.)

### Other New Business

Trustee Van Buren expressed his appreciation to staff for all of the work that went into the 100-year anniversary presentation. He noted that General Manager Underwood was elected to the Illinois Association of Wastewater Agencies (IAWA) Executive Board as a Member-at-Large. He congratulated Senior Mechanic Frank Furtak on his transfer to the Maintenance department from Operations and Angel Lozada, Clay Campbell and Marc Majewski on their anniversaries with the District. Trustee Van Buren asked further about the eligibility provisions under LIHWAP and safeguards against abuse. Staff explained that it was anticipated that some of the delinquent customer accounts could be eligible for these funds, that there was cap on the amount of benefit and that DuPage County would be assessing and determining eligibility under the federal rules related to these funds. He also inquired about the construction work at Fairview and the BNSF railroad line and the progress with the contractor on the Westmont alley sewer project. Trustee Van Buren commented on the 2020 Cost of Clean Water Index study from NACWA. Lastly, he inquired if there were any additional concerns regarding the property at 4513 Elm Street, Downers Grove. Staff responded that there were none.

Trustee Sejnost congratulated Angel Lozada for five years of service with the District, Clay Campbell for 15 years and Marc Majewski for 15 years as a full-time employee. She also noted General Manager Underwood was elected to the IAWA Executive Board and that Senior Mechanic

Frank Furtak transferred to the Maintenance department from Operations. She expressed her appreciation to staff for the 100-year anniversary presentation. Trustee Sejnost inquired about the status of hiring a new Operator. She inquired about the technology update as noted in Administrative Supervisor Campbell's monthly report and the ComEd power feed issues, as noted in Maintenance Supervisor Barta's monthly report. She commended sewer inspection staff for their continued hard work, as noted in Sewer Construction Supervisor Shaffner's monthly report. Trustee Sejnost asked how the WWTC phosphorus removal pilot was performing and how its performance may inform the District's approach to phosphorus removal when a future NPDES permit limit is implemented. She requested an update on the COVID-19 wastewater sampling. She thanked Staff Engineer Bielawa for his photos in his monthly report. Lastly, she complimented this year's IAWA annual conference/webinar.

A motion was made by Trustee Sejnost seconded by Trustee Van Buren to adjourn the regular meeting at 8:43 p.m. The motion carried.

Approved: October 19, 2021

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

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