

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, September 23, 2025, convening at 7:00 p.m. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were Trustees Amy E. Sejnost, Jeremy M. Wang, and Mark Eddington, General Manager Amy R. Underwood, Administrative Supervisor Carly S. Shaw, Sewer Construction Supervisor Keith W. Shaffner, Information Coordinator Alyssa J. Caballero and Attorney Dan McCormick.

Minutes of Regular Meeting – August 19, 2025

A motion was made by Trustee Eddington seconded by Trustee Wang approving the minutes of the regular meeting held on August 19, 2025 and authorizing the President and Clerk to sign same. The motion carried.

Change Order No. 1 – Wroble Force Main Replacement

A motion was made by Trustee Eddington seconded by Trustee Wang approving Change Order No. 1 for the Wroble Force Main Replacement agreement with Uno Construction, Co. for a net increase in the contract price of \$1,900.00 and for the General Manager to sign the same. The motion carried. (Votes recorded: Ayes-Sejnost, Wang, and Eddington.)

Claim Ordinance No. 1953

A motion was made by Trustee Wang seconded by Trustee Eddington adopting Claim Ordinance No. 1953 in the total amount of \$1,240,390.51 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Sejnost, Wang, and Eddington)

Public Comment - None

New Business

Annexation Ordinance AO 2025-04 – 1118 Palmer, Downers Grove

Staff presented Annexation Ordinance No. AO 2025-04 for the annexation of a single-family lot located at 1118 Palmer, Downers Grove. A motion was made by Trustee Eddington seconded by Trustee Wang accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2025-04 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Sejnost, Wang and Eddington).

Annexation Ordinance AO 2025-05 – 100 39th Street, Downers Grove

Staff presented Annexation Ordinance No. AO 2025-05 for the annexation of a single-family lot located at 100 39th Street, Downers Grove. A motion was made by Trustee Wang seconded by Trustee Eddington accepting the Petition for Annexation, adopting Annexation Ordinance No. AO

2025-05 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Sejnost, Wang and Eddington).

Repeal of Confined Space Entry Policy

General Manager Underwood presented a memo recommending changing the Confined Space Entry Policy to a program, as policies require Board approval, allowing Staff to update the program as OSHA modifies their standards and guidance and as our facilities are modified. A motion was made by Trustee Eddington seconded by Trustee Wang Board to repeal the DGSD Confined Space Entry Policy, dated February 2011, giving the General Manager the authority to approve the DGSD Confined Space Entry Program and all future revisions. (Votes recorded: Ayes–Sejnost, Wang and Eddington).

Operations Report – Accounting Software Demonstration

Administrative Supervisor Shaw provided the Board with a demonstration of the District’s new account software with BS&A.

Facility Plan Update

General Manager Underwood reviewed the Facility Plan progress for August.

Questions and Comments

Trustee Wang thanked Administrative Supervisor Shaw for her presentation on the accounting system. He also thanked staff for their work regarding the updates to the Confined Space Entry program. He noted that CHP 1 remained off during August and CHP 2 is operating well. Lastly, he stated he is looking forward to the District’s upcoming annual open house.

General Manager Underwood provided an update regarding the operations and repairs to the CHP system.

Trustee Eddington welcomed Fabian Ramirez, the new Maintenance Mechanic, to the District. He congratulated the District on receiving the Silver Award from NACWA. Lastly, he commended Administrative Supervisor Shaw for her work upgrading the accounting software and thanked her for her presentation.

Trustee Sejnost also welcomed Fabian Ramirez, the new Maintenance Mechanic, to the District. She inquired about the candidate for the Electrical Technician position. She also commended Administrative Supervisor Shaw for her work upgrading the accounting software and thanked her for her presentation. She noted that CHP 1 remained off during August and CHP 2 is operating well. Trustee Sejnost noted the high levels of rainfall and number excess flow events during August. She noted pretreatment customers, Lovejoy, LLC. and Pepperidge Farm are both back in compliance at this time, as noted in Lab Supervisor Berry’s report. Lastly, she also congratulated the District on receiving the Silver Award from NACWA.

A motion was made by Trustee Eddington seconded by Trustee Wang to adjourn the regular meeting at 8:33 p.m. The motion carried.

Approved: October 14, 2025

/s/Amy E. Sejnost/s/
President

Attest: /s/Mark Eddington/s/
Clerk