

DOWNERS GROVE SANITARY DISTRICT
GENERAL MANAGER'S REPORT
September 19, 2025

September Board Meeting

Copies of documentation for the following agenda items are enclosed for the September 23, 2025, meeting:

- 1) Proposed Agenda
- 2) Minutes of August 19, 2025, regular meeting
- 3) Change Order No. 1 – Wroble Force Main Replacement
- 4) Claim Ordinance 1953
- 5) Annexation Ordinance 2025-04 – 1118 Palmer St, DG
- 6) Annexation Ordinance 2025-05 – 100 39th St, DG
- 7) Memo regarding Confined Space Entry Policy
- 8) Operations Report: Accounting Software
- 9) Progress Report on Facility Plan

BOLI Meeting

There is a BOLI meeting scheduled for 6:30 pm on September 23, 2025. The meeting will be at the District Admin Center in the Board Room. The packet for that meeting is enclosed.

Operations Reports

Copies of the following are enclosed for August operations:

- 1) Progress Report from Carly on Administrative Services activities.
- 2) The WWTC Operations Report from Marc.
- 3) The WWTC/Lift Station Maintenance Report from Nick.
- 4) Progress Report from Todd on Sewer System Maintenance activities.
- 5) Progress Report from Keith on Sewer System Construction and Code Enforcement activities.
- 6) Progress Report from Reese on Laboratory activities.
- 7) Engineering Report

Safety

The Safety Committee met on August 19. They reviewed near miss reports and incident reports. They also finalized the Milwaukee helmet order.

The revised Confined Space Entry Program document has been approved by the District's labor attorney and DGSD supervisory team. District staff will be trained on the new program in October.

Financial

A copy of the Investment Schedule as of August 31, 2025, is enclosed.

The Treasurer's Report for August 2025 covering the first four months of FY 25-26 is included herein, along with a summary cover memo.

Meetings

I attended the following meetings since the August 15, 2025, General Manager's report:

- August 18 – IAWA Executive Committee meeting with IEPA
- August 19 – Ribbon-Cutting Ceremony for the Salt Creek Restoration project in Fullersburg Woods Forest Preserve. Larry also attended.
- August 27 – DRSCW General Membership meeting. Larry also attended.
- August 28 – CSWEA IL Section meeting at Glenbard Wastewater Authority in Lombard
- August 29 – Downers Grove Economic Development Commission meeting in Downers Grove
- September 5 – IWSS monthly meeting
- September 11 – MBA webinar: Land Application of Biosolids, Trends and Perspectives
- September 15 – CSWEA YP Summit brainstorming meeting
- September 16-18 – IAWA Annual Conference in Champaign. Carly also attended.

Miscellaneous

Copies of the following items are enclosed:

- 1) 2024 Silver Peak Performance Award from NACWA
- 2) Sewer Overflow and Bypass Event Report for the August 18-19 wet weather event
- 3) General Manager's Report to the Employees dated August 22 and September 5 and 19
- 4) NACWA 2025 Annual Report Snapshot



The DRSCW Executive Board, MWRD Commissioner Sharon Waller, U.S. Representative Sean Casten, and Forest Preserve of DuPage County President Daniel Hebreard at the Salt Creek Restoration project ribbon-cutting on August 19, 2025.

cc: AES, JMW, ME, BOLI, DM, CS

**DOWNERS GROVE SANITARY DISTRICT
BOARD OF TRUSTEES MEETING
SEPTEMBER 23, 2025 – 7:00 PM
BOARD ROOM**

PROPOSED AGENDA

- I. APPROVAL OF MINUTES
 - A. REGULAR MEETING – AUGUST 19, 2025
- II. APPROVAL OF CHANGE ORDERS
 - A. WROBLE FORCE MAIN REPLACEMENT
- III. APPROVAL OF CLAIM ORDINANCE NO. 1953
- IV. PUBLIC COMMENT
- V. OLD BUSINESS
- VI. NEW BUSINESS
 - A. ANNEXATION ORDINANCES
 - 1. AO 2025-04 – 1118 PALMER ST, DG
 - 2. AO 2025-05 – 100 39TH ST, DG
 - B. REPEAL OF CONFINED SPACE ENTRY POLICY
 - C. OPERATIONS REPORT: ACCOUNTING SOFTWARE
- VII. FACILITY PLAN UPDATE
- VIII. BOARD PACKET QUESTIONS AND COMMENTS

PUBLIC COMMENT:

The District has an online form for the Public who cannot attend the meeting to submit public comment. District staff shall read aloud any received public comments during the Public Comment portion of the meeting. Public comments for Public not attending the meeting in person need to be submitted before 4:00 p.m. on September 23, 2025. The form can be found here:
<https://www.dgsd.org/government/public-comment/>



MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, August 19, 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. Also present were Derek Wold and Amanda Streicher with Baxter & Woodman.

Minutes of Regular Meeting – July 15, 2025

A motion was made by Trustee Wang seconded by Trustee Eddington approving the minutes of the regular meeting held on July 15, 2025 and authorizing the President and Clerk to sign same. The motion carried.

Claim Ordinance No. 1952

A motion was made by Trustee Eddington seconded by Trustee Wang adopting Claim Ordinance No. 1952 in the total amount of \$666,767.13 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Sejnost, Wang, and Eddington)

Public Comment

General Manager Underwood read a public comment received from resident Patrick J. Kenny regarding reconsideration of the District's BURP program. The Board concurred with staff's decision to formally deny his request. A motion was made by Trustee Eddington seconded by Trustee Wang to deny Mr. Kenny's request to be reimbursed by the BURP program. (Votes recorded: Ayes–Sejnost, Wang, and Eddington)

New Business

Contract Award – 2025 Sewer Rehabilitation

A motion was made by Trustee Wang seconded by Trustee Eddington awarding the contract for the 2025 sewer rehabilitation project to Hoerr Construction, Inc., the lowest responsive and responsible bidder, in the amount of \$580,978 and for the General Manager and Assistant Clerk to sign the same. The motion carried. (Votes recorded: Ayes–Sejnost, Wang, and Eddington)

Open House Arrangements

Staff presented the invitation, map, invitation list and press release for the annual Open House to be held on October 4, 2025 focusing on the District's safety department. The invitations will be mailed and emailed August 25 and press releases will be distributed to local papers shortly thereafter. The Board concurred with staff's recommendation.

Annexation Ordinance AO 2025-03 – 2119 63rd Street, Downers Grove

Staff presented Annexation Ordinance No. AO 2025-03 for the annexation of one commercial lot located at 2119 63rd Street, Downers Grove. A motion was made by Trustee Eddington seconded by Trustee Wang accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2025-03 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Sejnost, Wang and Eddington).

Review of Prior Executive Session Minutes

The Board reviewed the minutes of executive sessions held on January 21, 2025, which have not previously been made available for public inspection or not previously reviewed. A motion was made by Trustee Wang seconded by Trustee Eddington determining that the need for confidentiality no longer exists as to the executive session minutes of January 21, 2025. The motion carried. (Votes recorded: Ayes–Sejnost, Wang and Eddington.) A motion was made by Trustee Wang seconded by Trustee Sejnost approving destruction of the verbatim record of the executive sessions held on January 16, 2024 as provided by state statute. The motion carried. (Votes recorded: Ayes–Sejnost and Wang. Abstain–Eddington.)

Facility Plan Update

Amanda Streicher and Derek Wold from Baxter & Woodman gave a presentation to the Board regarding the facility plan approach highlighting the recommended process modifications at the District’s Wastewater Treatment Center.

Questions and Comments

General Manager Underwood provided an update regarding the design engineering fees for the Rogers Street Sewer Replacement.

Trustee Eddington asked if a graph of electricity use and production could be included in the monthly operations report. He welcomed the new Operator, Jason Herrell, to the District. He expressed his gratitude to General Manager Underwood and Baxter & Woodman for their partnership and cooperation to resolve the Rogers Street Sewer Replacement design fee issue.

Trustee Wang thanked Amanda and Derek from Baxter & Woodman for their presentation regarding the facility plan.

Trustee Sejnost also thanked Amanda and Derek from Baxter & Woodman for their presentation regarding the facility plan. She also welcomed Jason Herrell, the District’s new Operator and inquired about the open Maintenance Mechanic and Electrical Technician positions. She inquired about the three near misses and confined space entry program, noted in the safety report. She noted that CHP 1 remained off during July. She also noted CHP 2 required several repairs in July. Trustee Sejnost noted there were zero excess flow events during July. She inquired about the notice of violations issued to pretreatment customers, noted in Laboratory Supervisor Berry’s report. Lastly, she expressed her excitement about the upcoming annual open house.

A motion was made by Trustee Eddington seconded by Trustee Wang to adjourn the regular meeting at 9:28 p.m. The motion carried.

Approved: September 23, 2025

President

Attest: _____
Clerk

Board of Trustees

Amy E. Sejnost
President

Jeremy M. Wang
Vice President

Mark Eddington, P.E.
Clerk



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General Manager
Amy R. Underwood, P.E.

Legal Counsel
Daniel McCormick, PC

Providing a Better Environment for South Central DuPage County

MEMORANDUM

To: Board of Trustees

From: Amy R. Underwood, General Manager

Date: September 19, 2025

Subject: Change Order No. 1 – Wroble Force Main Replacement

An asphalt apron to a business on Fairview Ave was damaged during a previous force main repair. District staff asked Uno Construction Co. Inc. to replace the apron under this project. The apron has been replaced and payment for this item is included in Uno's payment request that is in the September Claim Ordinance.

At the September 23 Board meeting, I will be requesting approval from the Board for Change Order No. 1 to the Wroble Force Main Replacement agreement with Uno Construction Co. Inc. for a net increase in the contract price of \$1,900.00 and for the General Manager to sign same.

C: BOLI, CS, DM

CHANGE ORDER NO. 1

DATE OF ISSUANCE: 09-23-2025

PROJECT: Wroble Force Main Replacement

OWNER: Downers Grove Sanitary District

CONTRACTOR: UNO CONSTRUCTION CO., INC.

The following changes are hereby made to the Contract Documents:

Description:

Remove and repave the section of damaged asphalt apron for bank entrance.

Purpose of Change Order:

Bank apron had been damaged during a previous force main repair at that same location earlier in the year.

CHANGE IN CONTRACT PRICE:

Original Contract Price: \$ 408,880.00

Current Contract Price: \$ 408,880.00

Net increase of this Change Order: \$1,900.00

Contract Price with this Change Order: \$ 410,780.00

PREPARED BY: _____

Keith Shaffner, Sewer Construction Supervisor
DOWNERS GROVE SANITARY DISTRICT

APPROVED: _____

Amy R. Underwood, P.E., General Manager
DOWNERS GROVE SANITARY DISTRICT

ACCEPTED: _____

Alberto Garcia, President
UNO CONSTRUCTION CO., INC.

Downers Grove, Illinois

Date: September 23, 2025

Claim Ordinance No. 1953

An Ordinance Providing for the Payment of Certain Claims.

WHEREAS, it appears to the Board of Trustees of the Downers Grove Sanitary District that there are certain claims against said District which would be allowed and paid therefore,

BE IT ORDAINED, by the Board of Trustees of the Downers Grove Sanitary District

That the following claims be and they are hereby approved and ordered paid and that an order be drawn on the Treasurer of said District out of the funds shown below. Said claims, totaling **\$1,240,390.51** being in words and figures as follows:

PAYROLL JOURNAL REPORT FOR DOWNERS GROVE SANITARY DISTRICT
For Payroll: 00000008 Check Post Date: 08/22/2025 Period End Date: 08/16/2025

Post Date	Journal	Description	GL Number	Grant	GL Description	DR Amount	CR Amount
Totals For Payroll Checks							
			01-000-1001		CASH - PAYROLL ACCOUN		82,861.13
			01-000-2000		FEDERAL TAX WITHHELD		12,878.72
			01-000-2001		STATE TAX WITHHELD		5,956.38
			01-000-2002		SOCIAL SECURITY WITHH		19,505.66
			01-000-2003		IMRF WITHHELD		5,691.11
			01-000-2012		WAGE DEDUCTION ORDER		333.46
			01-000-2014		VOLUNTARY ADDITIONAL		6,336.72
			01-000-2020		DEFERRED COMPENSATION		150.00
			01-000-2021		FLEXIBLE ACCOUNT WITH		590.83
			01-000-2022		FLEXIBLE ACCOUNT WITH		250.00
			01-000-2024		FLEXIBLE ACCOUNT WITH		1,829.48
			01-000-2025		EMPLOYEE INS PREM CON		184.01
			01-000-2026		DEFERRED COMPENSATION		1,016.52
			01-000-2027		DEFERRED COMPENSATION		1,800.64
			01-000-2028		DC PLAN LOAN REPAYMEN		390.96
			01-011-A003		GENERAL MANAGEMENT	12,824.40	
			01-011-A004		FINANCIAL RECORDS	8,597.11	
			01-011-A005		ADMINISTRATIVE RECORD	2,996.90	
			01-011-A007		CODE ENFORCEMENT	9,784.27	
			01-011-A008		SAFETY ACTIVITIES	1,827.29	
			01-012-A009		OPERATIONS MANAGEMENT	8,988.53	
			01-012-A011		MAINTENANCE - WWTC	15,996.50	
			01-012-A013		MAINTENANCE - ENERGY	41.71	
			01-012-A014		MAINTENANCE - ELECTRI	4,232.73	
			01-012-A020		WWTC - BUDGET	5,140.10	
			01-012-A021		WWTC - OPERATIONS	18,152.25	
			01-012-A022		WWTC - SLUDGE HANDLIN	6,715.20	
			01-013-A009		OPERATIONS MANAGEMENT	3,255.83	
			01-013-A041		LAB - WWTC	5,930.28	
			01-013-A042		LAB - PRETREATMENT	367.61	
			01-013-A043		LAB - SURCHARGE PROGR	1,514.10	
			01-013-A048		LAB - ENERGY RECOVERY	78.96	
			01-014-A051		SEWER MAINTENANCE	15,269.00	
			01-014-A054		SEWER MAINTENANCE - B	400.00	
			01-014-A066		INSPECTION - CODE ENF	6,583.42	
			01-015-A080		LIFT STATION MAINTENA	1,326.60	
			01-017-E461		SOCIAL SECURITY	9,752.83	
						139,775.62	139,775.62

TOTAL: \$256,292.38

PAYROLL JOURNAL PROOFING REPORT FOR DOWNERS GROVE SANITARY DISTRICT
For Payroll: 00000010 Check Post Date: 09/05/2025 Period End Date: 08/30/2025

Post Date	Journal	Description	GL Number	Grant	GL Description	DR Amount	CR Amount
Totals For Payroll Checks							
			01-000-1001		CASH - PAYROLL ACCOUN		87,991.14
			01-000-2000		FEDERAL TAX WITHHELD		13,692.69
			01-000-2001		STATE TAX WITHHELD		6,284.73
			01-000-2002		SOCIAL SECURITY WITHH		20,531.90
			01-000-2003		IMRF WITHHELD		5,646.91
			01-000-2012		WAGE DEDUCTION ORDER		333.46
			01-000-2014		VOLUNTARY ADDITIONAL		6,142.94
			01-000-2017		VOLUNTARY GROUP LIFE		192.00
			01-000-2020		DEFERRED COMPENSATION		150.00
			01-000-2021		FLEXIBLE ACCOUNT WITH		590.83
			01-000-2022		FLEXIBLE ACCOUNT WITH		250.00
			01-000-2024		FLEXIBLE ACCOUNT WITH		1,829.48
			01-000-2025		EMPLOYEE INS PREM CON		184.01
			01-000-2026		DEFERRED COMPENSATION		1,025.90
			01-000-2027		DEFERRED COMPENSATION		1,807.69
			01-000-2028		DC PLAN LOAN REPAYMEN		332.96
			01-011-A003		GENERAL MANAGEMENT	12,925.53	
			01-011-A004		FINANCIAL RECORDS	8,692.19	
			01-011-A005		ADMINISTRATIVE RECORD	2,992.40	
			01-011-A007		CODE ENFORCEMENT	13,842.91	
			01-011-A008		SAFETY ACTIVITIES	1,827.28	
			01-012-A009		OPERATIONS MANAGEMENT	5,000.38	
			01-012-A011		MAINTENANCE - WWTC	18,593.20	
			01-012-A014		MAINTENANCE - ELECTRI	3,135.63	
			01-012-A020		WWTC - BUDGET	5,040.36	
			01-012-A021		WWTC - OPERATIONS	20,473.26	
			01-012-A022		WWTC - SLUDGE HANDLIN	6,715.21	
			01-013-A009		OPERATIONS MANAGEMENT	3,898.02	
			01-013-A041		LAB - WWTC	7,070.27	
			01-013-A042		LAB - PRETREATMENT	881.17	
			01-013-A048		LAB - ENERGY RECOVERY	101.64	
			01-014-A051		SEWER MAINTENANCE	15,710.79	
			01-014-A054		SEWER MAINTENANCE - B	400.00	
			01-014-A066		INSPECTION - CODE ENF	6,503.45	
			01-015-A080		LIFT STATION MAINTENA	2,917.00	
			01-017-E461		SOCIAL SECURITY	10,265.95	
						146,986.64	146,986.64

PAYROLL JOURNAL PROOFING REPORT FOR DOWNERS GROVE SANITARY DISTRICT
For Payroll: 00000011 Check Post Date: 09/19/2025 Period End Date: 09/13/2025

Post Date	Journal	Description	GL Number	Grant	GL Description	DR Amount	CR Amount
Totals For Payroll Checks							
			01-000-1001		CASH - PAYROLL ACCOUN		85,440.11
			01-000-2000		FEDERAL TAX WITHHELD		13,204.68
			01-000-2001		STATE TAX WITHHELD		6,118.78
			01-000-2002		SOCIAL SECURITY WITHH		20,048.42
			01-000-2003		IMRF WITHHELD		5,854.07
			01-000-2012		WAGE DEDUCTION ORDER		190.19
			01-000-2014		VOLUNTARY ADDITIONAL		6,597.49
			01-000-2020		DEFERRED COMPENSATION		150.00
			01-000-2021		FLEXIBLE ACCOUNT WITH		590.83
			01-000-2022		FLEXIBLE ACCOUNT WITH		250.00
			01-000-2024		FLEXIBLE ACCOUNT WITH		1,829.48
			01-000-2025		EMPLOYEE INS PREM CON		184.01
			01-000-2026		DEFERRED COMPENSATION		1,010.64
			01-000-2027		DEFERRED COMPENSATION		1,800.64
			01-000-2028		DC PLAN LOAN REPAYMEN		332.96
			01-011-A003		GENERAL MANAGEMENT	12,602.20	
			01-011-A004		FINANCIAL RECORDS	8,573.41	
			01-011-A005		ADMINISTRATIVE RECORD	2,998.78	
			01-011-A007		CODE ENFORCEMENT	13,786.33	
			01-011-A008		SAFETY ACTIVITIES	1,843.60	
			01-012-A009		OPERATIONS MANAGEMENT	500.04	
			01-012-A011		MAINTENANCE - WWTC	19,121.25	
			01-012-A014		MAINTENANCE - ELECTRI	4,507.04	
			01-012-A021		WWTC - OPERATIONS	23,206.97	
			01-012-A022		WWTC - SLUDGE HANDLIN	5,912.86	
			01-012-A030		BUILDING AND GROUNDS	5,302.35	
			01-013-A009		OPERATIONS MANAGEMENT	3,823.33	
			01-013-A041		LAB - WWTC	6,404.46	
			01-013-A042		LAB - PRETREATMENT	1,202.79	
			01-013-A048		LAB - ENERGY RECOVERY	220.08	
			01-014-A051		SEWER MAINTENANCE	15,026.06	
			01-014-A054		SEWER MAINTENANCE - B	400.00	
			01-014-A066		INSPECTION - CODE ENF	6,488.81	
			01-015-A080		LIFT STATION MAINTENA	1,657.73	
			01-017-E461		SOCIAL SECURITY	10,024.21	
						143,602.30	143,602.30

CHECK DISBURSEMENT REPORT FOR DOWNERS GROVE SANITARY DISTRICT

CHECK DATE 08/20/2025 - 09/23/2025

BANK CODE: DISB - DISBURSEMENTS CHECKING

Check Date	Bank Account	Check #	Payee	Description	GL Number	Amount
08/22/2025	DISB	198(A)	MISSION SQUARE	MISSION SQ 457 PLAN	01-000-2020	150.00
08/22/2025	DISB	199(A)	TRANSAMERICA RETIREMENT SOLUTIONS	IPPRA 457 PLAN	01-000-2028	390.96
				IPPRA 457 PLAN	01-000-2026	400.00
				IPPRA 457 PLAN	01-000-2026	616.52
				IPPRA 457 PLAN	01-000-2027	1,550.00
				IPPRA 457 PLAN	01-000-2027	250.64
						<u>3,208.12</u>
08/29/2025	DISB	202(A)	MICROBIOLOGICS	PURE CULTURES FOR SALMONELLA TESTING	01-013-B114	608.50
08/29/2025	DISB	203(A)	MIDAMERICA ADMIN HRA ACCOUNT	HRA ACCOUNT	01-017-E455	400.00
09/03/2025	DISB	204(A)	MISSION SQUARE	MISSION SQ 457 PLAN	01-000-2020	150.00
09/03/2025	DISB	205(A)	TRANSAMERICA RETIREMENT SOLUTIONS	IPPFA 457 PLAN	01-000-2028	332.96
				IPPFA 457 PLAN	01-000-2026	400.00
				IPPFA 457 PLAN	01-000-2026	625.90
				IPPFA 457 PLAN	01-000-2027	1,550.00
				IPPFA 457 PLAN	01-000-2027	257.69
						<u>3,166.55</u>
09/05/2025	DISB	206(E)	ILLINOIS DEPARTMENT OF REVENUE	P.O. STATE TAX WITHHELD	01-000-2001	6,284.73
09/05/2025	DISB	207(E)	IRS	FEDERAL TAXES/SS WITHHELD	01-000-2000	13,692.69
				FEDERAL TAXES/SS WITHHELD	01-000-2002	8,320.14
				FEDERAL TAXES/SS WITHHELD	01-000-2002	8,320.14
				FEDERAL TAXES/SS WITHHELD	01-000-2002	1,945.81
				FEDERAL TAXES/SS WITHHELD	01-000-2002	1,945.81
						<u>34,224.59</u>
09/05/2025	DISB	208(A)	DRYDON/ A DXP COMPANY	PRESSURE RELIEF VALVE - DIGESTER 1 COVER	01-012-B510	1,480.89
09/05/2025	DISB	209(A)	DRYDON/ A DXP COMPANY	BACKHEAD/ADAPTER - COLLEGE PUMP 1 OVERHAUL	01-015-B522	4,900.33
08/27/2025	DISB	212(E)	HEALTH CARE SERVICE CORP. BLUECROS	EMPLOYEE HEALTH INSURANCE	01-017-E455	53,415.03
08/27/2025	DISB	213(E)	IMRF	JULY RETIREMENT CONTRIBUTIONS	01-000-2003	11,121.49
				JULY RETIREMENT CONTRIBUTIONS	01-000-2014	12,589.53
				JULY RETIREMENT CONTRIBUTIONS	01-017-E460	17,720.24
						<u>41,431.26</u>
08/22/2025	DISB	214(E)	ILLINOIS DEPARTMENT OF REVENUE	P.O. STATE TAX WITHHELD	01-000-2001	5,956.38
08/22/2025	DISB	215(E)	IRS	FEDERAL TAX/SS WITHHELD	01-000-2000	12,878.72
				FEDERAL TAX/SS WITHHELD	01-000-2002	7,904.24
				FEDERAL TAX/SS WITHHELD	01-000-2002	7,904.24
				FEDERAL TAX/SS WITHHELD	01-000-2002	1,848.59
				FEDERAL TAX/SS WITHHELD	01-000-2002	1,848.59
						<u>32,384.38</u>
09/19/2025	DISB	216(A)	MISSION SQUARE	MISSION SQUARE 457 PLAN	01-000-2020	150.00
09/19/2025	DISB	217(A)	TRANSAMERICA RETIREMENT SOLUTIONS	IPPFA 457 PLAN	01-000-2028	332.96
				IPPFA 457 PLAN	01-000-2026	400.00
				IPPFA 457 PLAN	01-000-2026	610.64
				IPPFA 457 PLAN	01-000-2027	1,550.00

CHECK DISBURSEMENT REPORT FOR DOWNERS GROVE SANITARY DISTRICT

CHECK DATE 08/20/2025 - 09/23/2025

BANK CODE: DISB - DISBURSEMENTS CHECKING

Check Date	Bank Account	Check #	Payee	Description	GL Number	Amount
				IPPFA 457 PLAN	01-000-2027	250.64
						3,144.24
09/19/2025	DISB	218(E)	ILLINOIS DEPARTMENT OF REVENUE	P.O. STATE TAX WITHHELD	01-000-2001	6,118.78
09/19/2025	DISB	219(E)	IRS	FEDERAL TAX/SS WITHHELD	01-000-2000	13,204.68
				FEDERAL TAX/SS WITHHELD	01-000-2002	8,124.16
				FEDERAL TAX/SS WITHHELD	01-000-2002	8,124.16
				FEDERAL TAX/SS WITHHELD	01-000-2002	1,900.05
				FEDERAL TAX/SS WITHHELD	01-000-2002	1,900.05
						33,253.10
09/08/2025	DISB	220(E)	INVOICE CLOUD	CUSTOMER BILLING PORTAL	01-011-B121	2,293.75
09/04/2025	DISB	221(E)	JP MORGAN CHASE BANK	CREDIT CARD STATEMENT	01-012-B117	82.10
				CREDIT CARD STATEMENT	01-011-B116	794.25
				CREDIT CARD STATEMENT	01-012-B511	488.00
				CREDIT CARD STATEMENT	01-011-B117	135.00
				CREDIT CARD STATEMENT	01-011-B137	15.90
				CREDIT CARD STATEMENT	01-013-B117	135.29
				CREDIT CARD STATEMENT	01-014-B117	198.00
				CREDIT CARD STATEMENT	01-011-B117	15.00
						1,863.54
09/09/2025	DISB	222(E)	IMRF	LATE FEE FOR JULY WAGE STMT PAYMENT	01-011-B110	95.35
				RETIREMENT CONTRIBUTIONS	01-000-2003	10,584.28
				RETIREMENT CONTRIBUTIONS	01-000-2014	11,187.69
				RETIREMENT CONTRIBUTIONS	01-017-E460	16,864.35
						38,731.67
09/23/2025	DISB	223(E)	D.G. SANIT DIST #XXXXXXXX1112	PETT PETTY CASH CHECKING REIMBURSEMENT	01-000-1002	1,863.64
09/23/2025	DISB	224(E)	D.G. SANIT DIST #XXXXXXXX1114	USER USER REFUNDS	01-000-1011	2,485.92
09/23/2025	DISB	225(E)	D.G. SANIT DIST #XXXXXXXX1117	PAYR PAYROLL REIMBURSEMENT	01-000-1001	256,292.38
09/23/2025	DISB	226(A)	ACI PAYMENTS INC.	OLR FEES	01-011-B110	26.40
				OLR FEES	01-011-B110	5.90
						32.30
09/23/2025	DISB	227(A)	ALTORFER INDUSTRIES, INC.	OPS SKID STEER PARTS	01-012-B501	90.39
				SKID STEER FILTERS AND GASKETS	01-012-B501	271.41
				FUEL FILTER / WATER SEPARATOR - 2015 WHEEL LOADER #332	01-012-B501	67.32
				GAL. ANTIFREEZE - CENTEX GENERATOR	01-015-B521	17.54
						446.66
09/23/2025	DISB	228(A)	AMAZON BUSINESS	PENS/CLIPBOARDS	01-012-B116	38.06
				MOTOROLA WALKIE BATTERIES	01-014-B115	43.37
				SAFETY GLASSES/CASE	01-011-B113	36.54
				BATTERIES/PENS	01-011-B116	39.34
				SAFETY GLASSES/WATER COOLER FILTERS	01-012-B116	100.73
				PENS/ENVELOPES	01-012-B116	39.06
				FR WORK BOOTS - OUTERWEAR	01-012-B117	149.95
				MONITORS/CALCULATOR/BULB/WEB CAM	01-014-B116	39.99
				MONITORS/CALCULATOR/BULB/WEB CAM	01-011-B115	327.97

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				COFFEE CUPS & WATER FILTERS - SUPPLIES	01-012-B116	103.99
				AUGER QUICK ATTACH BACKING PLATE	01-012-B501	142.02
				SG BOOTS	01-013-B117	184.95
				AIR & WATER FILTERS, BOOT SCRAPER, FLASHLIGHTS	01-011-B118	224.48
				NITRILE GLOVES - SAFETY	01-012-B113	89.99
				HIGH TEMP GREASE GRIT BLWR 1&2	01-012-B116	138.27
				BATTERIES FOR ABS 1	01-012-B507	140.36
				SG BOOTS RETURN	01-013-B117	(184.95)
						1,654.12
09/23/2025	DISB	229(A)	BAXTER & WOODMAN, INC.	FACILITY PLAN	01-011-B124	32,617.25
				COLLEGE LS STUDY	01-015-B124	3,811.25
				PRETREATMENT ASSIST 2025-2026	01-013-B124	775.50
						37,204.00
09/23/2025	DISB	230(A)	BRADYPLUS	PAPER TOWELS-PERFORATED & BROWN ROLLS - SUPPLIES	01-012-B116	100.79
				SHOP SUPPLIES - PAPER TOWELS/CLEANING SUPPLIES	01-012-B116	384.39
						485.18
09/23/2025	DISB	231(A)	CHEM-WISE ECOLOGICAL	PEST CONTROL SERVICE	01-011-B118	305.00
				PEST CONTROL SERVICE	01-011-B118	305.00
						610.00
09/23/2025	DISB	232(A)	CONCENTRIC INTEGRATION, LLC	SCADA T&M SUPPORT - GENERATOR LOST COMMUNICATION	01-012-B513	365.00
				SCADA INTEGRATION - GAS DETECTION SYSTEM	03-020-0506	940.00
				AUGUST 2025 MANAGED IT SUPPORT	01-011-B115	3,367.50
				AUGUST 2025 MANAGED IT SUPPORT	01-012-B513	3,367.50
				T&M IT SUPPORT - SERVER OFFLINE	01-011-B115	153.20
				SCADA PLC REPLACEMENT PHASE 4	01-012-B513	13,549.70
						21,742.90
09/23/2025	DISB	233(A)	CONSTELLATION NEWENERGY GAS DIVISI	BUTTERFIELD LS AUGUST ELECTRIC	01-015-B100	277.67
				CENTEX LS AUGUST ELECTRIC	01-015-B100	210.79
				EARLSTON LS AUGUST ELECTRIC	01-015-B100	313.21
				HOBSON LS AUGUST ELECTRIC	01-015-B100	3,578.85
				LIBERTY PARK LS AUGUST ELECTRIC	01-015-B100	466.21
				NORTHWEST LS AUGUST ELECTRIC	01-015-B100	1,811.69
				WROBLE LS AUGUST ELECTRIC	01-015-B100	1,309.03
				COLLEGE LS AUGUST ELECTRIC	01-015-B100	509.59
				VENARD LS AUG ELECTRIC	01-015-B100	657.11
						9,134.15
09/23/2025	DISB	234(A)	COVERALL NORTH AMERICA, INC	ADMIN CENTER CLEANING	01-011-B118	489.00
09/23/2025	DISB	235(A)	CURTIS MARTIN GROUP, INC.	DGSD ACCTNG SOFTWARE ANNUAL RENEWAL (10)	01-011-B115	770.00
09/23/2025	DISB	236(A)	DELL TECHNOLOGIES	EMPLOYEE COMPUTERS	01-011-B115	8,457.96
09/23/2025	DISB	237(A)	DELTA SONIC	CAR WASHES	01-011-C225	8.33
				CAR WASHES	01-012-C225	33.32
				CAR WASHES	01-013-C225	8.33
				CAR WASHES	01-014-C225	66.64
						116.62
09/23/2025	DISB	238(A)	DOWNERS GROVE ECONOMIC DEVELOPMENT ANNUAL DUES		01-011-B137	500.00

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09/23/2025	DISB	239(A)	FIRST ADVANTAGE OCCUPATIONAL HEALT	NEW EMPLOYEE DRUG TEST	01-012-B117	36.55
09/23/2025	DISB	240(A)	FIRST ENVIRONMENTAL LAB	NPDES MONTHLY AUGUST 2025	01-013-B123	117.60
09/23/2025	DISB	241(A)	FULL SOURCE, LLC	EMPLOYEE POLOS	01-012-B117	41.82
				EMPLOYEE POLOS	01-014-B117	115.06
						156.88
09/23/2025	DISB	242(A)	GEORGE'S LANDSCAPING JORGE PIMENTE	LAWN SERVICE	01-015-B820	198.05
				LAWN SERVICE	01-015-B821	198.05
				LAWN SERVICE	01-015-B823	198.05
				LAWN SERVICE	01-015-B824	198.05
				LAWN SERVICE	01-015-B825	198.05
				LAWN SERVICE	01-015-B826	198.05
				LAWN SERVICE	01-015-B827	198.05
				LAWN SERVICE	01-015-B828	198.05
				LAWN SERVICE	01-011-B118	600.85
				LAWN SERVICE	01-012-B812	3,928.40
						6,113.65
09/23/2025	DISB	243(A)	HACH COMPANY	AMMONIA ANALYZER CLEANING SOLUTION	01-013-B114	1,044.00
				TKN, PHOSPHORUS AND COD TESTING KITS	01-013-B114	6,906.38
						7,950.38
09/23/2025	DISB	244(A)	INFOSEND, INC.	CUSTOMER BILL MAILING	01-011-B121	4,496.97
				CUSTOMER BILL MAILING	01-011-B121	5,018.59
						9,515.56
09/23/2025	DISB	245(A)	JESSICA GWOZDZ	FOAM BOARD	01-012-B116	4.05
				POSTERS	01-012-B116	33.40
				DGSD LOGO STICKERS FOR HARD HATS	01-011-B116	81.65
						119.10
09/23/2025	DISB	246(A)	KANSAS CITY LIFE INSURANCE CO	OCTOBER LIFE INSURANCE	01-017-E455	400.00
09/23/2025	DISB	247(A)	LAI, LTD	VALVE SEAL REBUILD KITS - EXCESS FLOW SLUDGE BSMT.	01-012-B503	559.81
				VALVE ACTUATOR CHAIN - RAW SEW PUMP 3	01-012-B505	177.67
						737.48
09/23/2025	DISB	248(A)	MARSHALL-BOND PUMPS, INC	REGULATOR REBUILD KIT (2)-PRIMARY ODS PUMPS- STOCK	01-012-B506	365.81
09/23/2025	DISB	249(A)	MCMaster-CARR SUPPLY COMPANY	OIL RESERVOIR-DIG.4 MIXING SYS. PEARTH	01-012-B510	109.50
09/23/2025	DISB	250(A)	MIDAMERICA ADMINISTRATIVE & RETIRE	HRA FUNDING ADMIN FEES	01-017-E455	174.00
09/23/2025	DISB	251(A)	NCPERS GROUP LIFE INSURANCE	SEPTEMBER VOL LIFE INSURANCE	01-017-E455	192.00
09/23/2025	DISB	252(A)	NEUCO, INC.	BURNER CONTROLER - DIG. 3 HEAT EXCHANGER	01-012-B510	1,040.05
				MAINTENANCE FALL TRAINING CLASSES	01-012-B117	875.00
						1,915.05
09/23/2025	DISB	253(A)	PACKEY WEBB FORD	DRL PASS SD. BULB SOCKET REPLACEMENT #350	01-014-C225	19.25
09/23/2025	DISB	254(A)	PORTABLE JOHN, INC	PORTABLE JOHN RENTAL	01-012-B812	174.79
				PORTABLE JOHN RENTAL	01-012-B812	173.89
						348.68

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09/23/2025	DISB	255(A)	PORTER PIPE AND SUPPLY CO.	PIPE SUPPORTS & HARDWARE - FILTER BLDG ROOF	01-012-B811	1,746.94
09/23/2025	DISB	256(A)	PRINCIPAL LIFE INSURANCE CO	DENTAL INSURANCE	01-017-E455	3,112.28
09/23/2025	DISB	257(A)	RAMIREZ, JOSE F.	SAFETY GLASSES	01-012-B113	51.89
09/23/2025	DISB	258(A)	ROWELL CHEMICAL CORPORATION	SODIUM HYPOCHLORITE	01-012-B401	6,974.75
				SODIUM HYPOCHLORITE	01-012-B401	7,087.85
						14,062.60
09/23/2025	DISB	259(A)	SOLENIS LLC	TWAS POLYMER	01-012-B402	3,330.26
				TWAS POLYMER	01-012-B402	3,330.26
						6,660.52
09/23/2025	DISB	260(A)	STAPLES INC.	OFFICE SUPPLIES	01-011-B116	53.27
				NOTEPADS/COPY PAPER/CFOLD TOWELS	01-011-B116	261.34
						314.61
09/23/2025	DISB	261(A)	SUBURBAN DOOR CHECK & LOCK	PAD LOCK KEYS	01-012-B116	29.50
09/23/2025	DISB	262(A)	SYNAGRO	DIGESTER 1 CLEANING	01-012-B510	32,498.25
09/23/2025	DISB	263(A)	TELCO BILL CENTER C/O SOURCE INC.	ELEVATOR PHONE LINE	01-012-B112	40.26
09/23/2025	DISB	264(A)	TERRACE SUPPLY COMPANY	CYLINDER RENTAL	01-012-B116	47.12
09/23/2025	DISB	265(A)	UNO CONSTRUCTION CO., INC.	WROBLE FORCE MAIN REPLACEMENT	02-049-0506	351,809.70
				BSSRAP PROGRAM	01-014-B910	45,897.89
						397,707.59
09/23/2025	DISB	266(A)	W. W. GRAINGER, INC.	DISPOSABLE GLOVES	01-012-B113	150.30
				V-BELT - EFFLUENT SAMPLER SUPPLY PUMP EX FL SL	01-012-B503	16.55
				GREASE COLLECTIONS CUPS	01-013-B116	419.20
				SAFETY GLASSES	01-011-B113	30.78
				HARDWARE - MAINT. REP. SUPP.	01-012-B512	110.17
				V-BELT - STOCK - EXCESS SL SAMPLER FEED PUMP	01-012-B503	16.55
				LABEL TAPE & STRAP WRENCH - MAINT REP SUP	01-012-B512	122.56
				URINAL FLUSH VALVE - OPS CENTER	01-012-B812	136.71
				RUBBER BOOTS & KNEELING PAD - SAFETY	01-012-B113	56.22
				MOTOR REPLACEMENT - SECONDARY CLARIFIER 2	01-012-B507	255.02
				REPLACEMENT FLUSH VALVE - OPS URINAL	01-012-B812	148.31
				BULBS FOR GEN MCC	01-012-B513	22.42
				GREASE FEEDERS (2)-BAR SCREEN 2	01-012-B505	153.62
				MULTI-BIT SCREWDRIVER -TOOL REPLACEMENT-MARCO	01-012-B512	23.47
				WWTC OUTDOOR LIGHTING - CHP 2 BUILDING EXTERIOR	01-012-B513	194.37
				10ML SEROLOGICAL PIPETTE	01-013-B116	113.96
				DEHUMIDIFIER REPLACEMENT EXCESS RAW SEWAGE BSMT.	01-012-B805	260.35
				GRIT PMP/INTERM SLUDGE PMP OIL	01-012-B116	232.85
				MISC DRILL BITS - TOOL REPLACEMENT-ADAM	01-012-B512	20.86
				FILTER BLDG. ROOF EXH. FAN REPAIRS	01-012-B511	522.84
				LIGHTS FOR BLANKET FINDER	01-012-B507	46.12
				GLOVES FOR OPS	01-012-B113	158.40
				MSB/SHOP - BENCH GRINDER REPAIR PARTS	01-012-B512	95.76
				OPS URINAL FLUSH VALVE REPLACEMENT - CREDIT	01-012-B812	(148.31)
				CREDIT - COMED INCENTIVE	01-012-B513	(25.00)

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						3,134.08
09/23/2025	DISB	267(A)	WAGNER COMMUNICATIONS, INC	ANSWERING SERVICE	01-011-B112	851.47
09/23/2025	DISB	268(A)	WASTE MANAGEMENT SERVICES, INCPO	GARBAGE/RECYCLING	01-012-B102	701.91
09/23/2025	DISB	269(A)	WESTFAX	FAXING SERVICE	01-011-B112	7.99
08/20/2025	DISB	65858	ACCESSO SERVICES LLC	UB refund for account: 0A 8677 10222	01-000-2008	784.58
08/20/2025	DISB	65859	FPA6 GROVE LLC	UB refund for account: 0A 3317 28252	01-000-2008	1,301.91
08/20/2025	DISB	65860	KOHN LAW FIRM S.C.	WAGE DEDUCTION REMIT PAY END 08.16.25	01-000-2012	333.46
08/20/2025	DISB	65861	LOVE JOY	UB Receipt Refund for Account #: 0C 9826	01-000-2008	5,765.34
09/05/2025	DISB	65862	KOHN LAW FIRM S.C.	WAGE DEDUCTION REMIT PAY END 08.30.25	01-000-2012	333.46
09/19/2025	DISB	65863	KOHN LAW FIRM S.C.	WAGE DEDUCTION REMIT PAY END 09.13.25	01-000-2012	190.19
09/23/2025	DISB	65864	AUTOZONE - AZ COMMERCIAL	AUTOMOTIVE LIGHT BULBS	01-014-C225	12.34
				TRIM REMOVAL TOOL SET	01-014-C225	41.39
				OIL & OIL FILTER - 2024 MAVERICK #305	01-014-C225	43.10
				BRAKE CLEANER - QTY. 36	01-012-B116	107.64
				SUPPLIES - WIPER FLUID - 12 GALLONS	01-012-B116	82.20
						286.67
09/23/2025	DISB	65865	CINTAS #344	PLANT/SS UNIFORMS	01-012-B117	99.21
				PLANT/SS UNIFORMS	01-014-B117	47.64
				PLANT/SS UNIFORMS	01-012-B117	99.21
				PLANT/SS UNIFORMS	01-014-B117	47.64
				PLANT/SS UNIFORMS	01-012-B117	185.38
				PLANT/SS UNIFORMS	01-014-B117	47.64
				PLANT/SS UNIFORMS	01-012-B117	107.37
				PLANT/SS UNIFORMS	01-014-B117	47.64
						681.73
09/23/2025	DISB	65866	CLOUDMELLOW	MONTHLY WEBSITE HOSTING	01-011-B115	95.00
09/23/2025	DISB	65867	COLE-PARMER	WASTEWATER STD FOR BOD TESTING	01-013-B114	492.06
09/23/2025	DISB	65868	COMCAST	INTERNET SERVICE	01-011-B112	838.20
09/23/2025	DISB	65869	COMCAST	SEPTEMBER BACK UP INTERNET	01-011-B112	151.45
09/23/2025	DISB	65870	COMED	BUTTERFIELD LS AUGUST ELECTRIC	01-015-B100	284.60
				CENTEX LS AUGUST ELECTRIC	01-015-B100	223.87
				COLLEGE LS AUGUST ELECTRIC	01-015-B100	642.48
				EARLSTON LS AUGUST ELECTRIC	01-015-B100	405.33
				HOBSON LS AUGUST ELECTRIC	01-015-B100	5,791.56
				LIBERTY PARK LS AUGUST ELECTRIC	01-015-B100	772.89
				NORTHWEST LS AUGUST ELECTRIC	01-015-B100	1,585.50
				WROBLE LS AUGUST ELECTRIC	01-015-B100	2,150.23
				ADMIN/PLANT AUG ELECTRIC	01-011-B100	258.92
				ADMIN/PLANT AUG ELECTRIC	01-012-B100	11,774.45
				BIG TOP AUG ELECTRIC	01-012-B100	31.67
				ADMIN/PLANT JULY ELECTRIC	01-011-B100	206.19
				ADMIN/PLANT JULY ELECTRIC	01-012-B100	13,395.73

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				ADMIN/PLANT JULY ELECTRIC	01-005-3016	(0.11)
				VENARD LS AUG ELECTRIC	01-015-B100	674.48
				WALNUT HSE AUG ELECTRIC	01-014-B910	215.27
				WALNUT HSE AUG ELECTRIC	01-015-B100	34.81
						<u>38,447.87</u>
09/23/2025	DISB	65871	DANIEL MCCORMICK, P. C.	LEGAL SERVICES	01-011-B124	960.00
09/23/2025	DISB	65872	ELMHURST OCCUPATIONAL HEALTH	HEP A VACCINE	01-011-B113	130.00
09/23/2025	DISB	65873	EXODUS TECHNOLOGY SERVICE	JULY IT SERVICES	01-011-B124	3,858.75
09/23/2025	DISB	65874	EYE MED VISION CARE FIDELITY SECUR	SEPT 2025 VISION INSURANCE	01-017-E455	436.03
09/23/2025	DISB	65875	FIRSTCOMM	PHONE SERVICE	01-011-B112	286.35
				PHONE SERVICE	01-012-B112	331.89
				PHONE SERVICE	01-013-B112	58.59
				PHONE SERVICE	01-014-B112	170.75
						<u>847.58</u>
09/23/2025	DISB	65876	FOX VALLEY OPERATORS ASSOC C/O MR.	MEMBERSHIP DUES	01-012-B117	40.00
09/23/2025	DISB	65877	GASVODA & ASSOCIATES INC.	500 FT SUCTION LINE TUBING FOR PORTABLE SAMPLERS	01-013-B122	616.00
09/23/2025	DISB	65878	GROOT, INC.	JULY/AUG 2025 GRIT SCREEN DUMPSTER	01-012-B102	1,836.00
09/23/2025	DISB	65879	HML, INC.	BIOSOLIDS PATHOGEN TESTING	01-013-B123	1,025.00
09/23/2025	DISB	65880	HOME DEPOT	BLEACH	01-014-B116	38.95
				SEWER SYSTEM SHOP TOOLS	01-014-B115	451.40
				GASOLINE & OIL FOR OUTDOOR EQUIPMENT	01-012-B116	57.44
				PAPER TOWELS	01-012-B116	9.98
				CAULK - MSB WEST WINDOW LEAK	01-012-B812	36.38
				FAUCET REPLACEMENT - MAIN LAB-WEST	01-012-B812	90.50
				STEP STOOLS OPS STATION/RAW SEWAGE BASEMENT	01-012-B116	139.94
				SS HARDWARE - VALVE REPAIR EX SLUDGE BSMT	01-012-B503	9.00
				ELECTRICAL SUPPLIES - HYPO BLDG. VENT FAN REPLACEMENT	01-012-B802	52.18
				FLOW METER BATTERIES	01-014-B116	484.18
				JULIE PAINT	01-014-B116	48.49
				SAFETY TAPE - ROLLS & POWER STRIP	01-012-B512	14.88
				SAFETY TAPE - ROLLS & POWER STRIP	01-012-B113	47.82
				6 VOLT BATTERY RETURN CREDIT	01-014-B116	(56.30)
						<u>1,424.84</u>
09/23/2025	DISB	65881	M & O INSULATION MIDWEST, LLC	HIGH TEMP EXHAUST INSULATION ELBOW - CHP2	01-012-B513	1,050.00
09/23/2025	DISB	65882	MENARDS - BOLINGBROOK	WIRE FOR STOCK - MAINT. REP. SUP.	01-012-B512	234.00
09/23/2025	DISB	65883	MICRO CENTER	UPS QTY.2 - DIG4/5 RIO & SPARE	01-012-B513	171.98
09/23/2025	DISB	65884	NACWA	FY26 MEMBERSHIP DUES	01-011-B137	1,100.00
09/23/2025	DISB	65885	NAPA AUTO PARTS	WINDSHIELD WASHER FLUID	01-012-B116	29.64
				CONNECTOR/HOSE CLAMP 544 LOADER REPAIR	01-012-B501	11.91
						<u>41.55</u>
09/23/2025	DISB	65886	NICOR GAS	PLANT 2 NATURAL GAS	01-012-B101	65.91

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				WALNUT HSE NATURAL GAS	01-012-B101	54.36
				ADMIN CTR NATURAL GAS	01-011-B101	62.33
				CHEM FEED NATURAL GAS	01-012-B101	55.16
				PLANT NATURAL GAS	01-012-B101	182.95
						<u>420.71</u>
09/23/2025	DISB	65887	NORTH SHORE WATER RECLAMATION DIST	WHOLE EFFLUENT TOXICITY ANALYSIS	01-013-B123	800.00
09/23/2025	DISB	65888	PETTY CASH	PETTY CASH BOX REIMBURSEMENT	01-011-B113	11.17
				PETTY CASH BOX REIMBURSEMENT	01-011-B116	30.65
						<u>41.82</u>
09/23/2025	DISB	65889	SITEONE LANDSCAPE SUPPLY	SELECTIVE HERBICIDE	01-012-B812	201.25
				NON-SELECTIVE HERBICIDE & RETURN OF SELECTIVE	01-012-B812	(48.38)
						<u>152.87</u>
09/23/2025	DISB	65890	STAPLES INC.	OFFICE SUPPLIES	01-011-B116	39.90
09/23/2025	DISB	65891	STEPHENS PLUMBING AND	SHEAR REPAIR	01-014-B910	1,135.25
09/23/2025	DISB	65892	SUNBURST SPORTSWEAR	SAFETY VESTS	01-011-B113	304.10
				SAFETY VESTS	01-011-B113	102.70
						<u>406.80</u>
09/23/2025	DISB	65893	SUTTON FORD	MAINTENANCE PLOW TRUCK	01-012-C226	51,268.00
09/23/2025	DISB	65894	THE REAL SEAL	TUNNEL/OPS BASEMENT LEAK REPAIR	01-012-B812	1,766.19
09/23/2025	DISB	65895	UNDERCUTTERS SUBURBAN TREE SERVICE	STORM DAMAGE TREE REMOVAL - SOUTH FENCELINE	01-012-B812	800.00
09/23/2025	DISB	65896	USA BLUEBOOK	PH 10 BUFFER SOLUTION	01-013-B114	143.57
				POLYMER SPILL ABSORBENT	01-012-B116	62.62
				NITRILE GLOVES, CHLORINE STD AND T. PHOSPHORUS TEST KITS	01-013-B116	727.29
				NITRILE GLOVES, CHLORINE STD AND T. PHOSPHORUS TEST KITS	01-013-B114	1,169.75
				SKIMMER REPLACEMENT POLE	01-012-B116	40.13
				NITRILE GLOVES AND HACH TOTAL CHLORINE REAGENT	01-013-B114	432.48
				NITRILE GLOVES AND HACH TOTAL CHLORINE REAGENT	01-013-B116	20.34
						<u>2,596.18</u>
09/23/2025	DISB	65897	VERIZON WIRELESS	RAIN GAUGE/LS COMMS	01-012-B112	56.86
				RAIN GAUGE/LS COMMS	01-015-B112	286.56
				CELL PHONE SERVICE	01-011-B112	215.72
				CELL PHONE SERVICE	01-012-B112	1,730.20
				CELL PHONE SERVICE	01-013-B112	156.18
				CELL PHONE SERVICE	01-014-B112	486.03
				PLANT/SS/LS TABLETS	01-011-B112	152.06
				PLANT/SS/LS TABLETS	01-014-B112	108.03
				PLANT/SS/LS TABLETS	01-015-B112	36.01
						<u>3,227.65</u>
09/23/2025	DISB	65898	VESTIS	FIRST AID BOX REPLENISH	01-011-B113	238.31
09/23/2025	DISB	65899	VILLA PARK ELECTRICAL SUPPLY	WIRE FOR STOCK - MAINT. REP. SUP.	01-012-B512	124.64
				AUILLARY CONTACT BLOCK - FILTER 2	01-012-B511	26.36
						<u>151.00</u>

CHECK DISBURSEMENT REPORT FOR DOWNERS GROVE SANITARY DISTRICT

CHECK DATE 08/20/2025 - 09/23/2025

BANK CODE: DISB - DISBURSEMENTS CHECKING

Check Date	Bank Account	Check #	Payee	Description	GL Number	Amount
09/23/2025	DISB	65900	VILLAGE OF DOWNERS GROVE CIVIC CEN	AUGUST 2025 METER READINGS	01-011-B121	508.12
				ADMIN CTR JULY/AUG WATER	01-011-B102	113.98
				PLANT JULY/AUG WATER	01-012-B102	2,416.96
				DISTRICT VEHICLE FUEL	01-011-C222	131.98
				DISTRICT VEHICLE FUEL	01-012-C222	1,720.39
				DISTRICT VEHICLE FUEL	01-013-C222	46.12
				DISTRICT VEHICLE FUEL	01-014-C222	1,995.74
				SEPTEMBER 2025 METER READINGS	01-011-B121	508.12
						7,441.41
09/23/2025	DISB	65901	VILLAGE OF WESTMONT	JULY 2025 METER READINGS	01-011-B121	370.01
09/23/2025	DISB	65902	VWR INTERNATIONAL INC.	OVEN & FRIDGE THERMOMETERS, BULK PIPETTE TIPS	01-013-B116	524.66
09/23/2025	DISB	65903	W. W. GRAINGER, INC.	JH HIP WADERS	01-012-B117	38.69
09/23/2025	DISB	65904	WEST SIDE TRACTOR SALES CO.	COOLANT FOR LOADER	01-012-B501	18.24
09/23/2025	DISB	65905	XPRESS FENCE	REPAIR OF FENCE DAMAGED DURING CLEANING	01-014-B115	640.00
Report Total:						1,240,390.51
--- TOTALS BY GL DISTRIBUTION ---						
			CASH - PAYROLL ACCOUNT		01-000-1001	256,292.38
			PETTY CASH		01-000-1002	1,863.64
			CASH - USER ACCOUNTS		01-000-1011	2,485.92
			FEDERAL TAX WITHHELD		01-000-2000	39,776.09
			STATE TAX WITHHELD		01-000-2001	18,359.89
			SOCIAL SECURITY WITHHELD		01-000-2002	60,085.98
			IMRF WITHHELD		01-000-2003	21,705.77
			USER REFUNDS LIABILITY		01-000-2008	7,851.83
			WAGE DEDUCTION ORDER		01-000-2012	857.11
			VOLUNTARY ADDITIONAL PENSION CONTR		01-000-2014	23,777.22
			DEFERRED COMPENSATION WITHHELD - I		01-000-2020	450.00
			DEFERRED COMPENSATION WITHHELD - I		01-000-2026	3,053.06
			DEFERRED COMPENSATION WITHHELD - I		01-000-2027	5,408.97
			DC PLAN LOAN REPAYMENT WITHHELD		01-000-2028	1,056.88
			SALE OF ELECTRICITY		01-005-3016	(0.11)
			ELECTRICITY		01-011-B100	465.11
			NATURAL GAS		01-011-B101	62.33
			WATER, GARBAGE AND OTHER UTILITIES		01-011-B102	113.98
			BANK CHARGES		01-011-B110	127.65
			COMMUNICATION		01-011-B112	2,503.24
			EMERGENCY/SAFETY EQUIPMENT		01-011-B113	853.60
			EQUIPMENT/EQUIPMENT REPAIR		01-011-B115	13,171.63
			SUPPLIES		01-011-B116	1,300.40
			EMPLOYEE/DUTY COSTS		01-011-B117	150.00
			BUILDING AND GROUNDS		01-011-B118	1,924.33
			USER BILLING MATERIALS		01-011-B121	13,195.56
			CONTRACT SERVICES		01-011-B124	37,436.00
			MEMBERSHIPS/SUBSCRIPTIONS		01-011-B137	1,615.90
			GAS/FUEL		01-011-C222	131.98
			OPERATION/REPAIR		01-011-C225	8.33
			ELECTRICITY		01-012-B100	25,201.85

CHECK DISBURSEMENT REPORT FOR DOWNERS GROVE SANITARY DISTRICT

CHECK DATE 08/20/2025 - 09/23/2025

BANK CODE: DISB - DISBURSEMENTS CHECKING

Check Date	Bank Account	Check #	Payee	Description	GL Number	Amount
			NATURAL GAS		01-012-B101	358.38
			WATER, GARBAGE AND OTHER UTILITIES		01-012-B102	4,954.87
			COMMUNICATION		01-012-B112	2,159.21
			EMERGENCY/SAFETY EQUIPMENT		01-012-B113	554.62
			SUPPLIES		01-012-B116	1,781.80
			EMPLOYEE/DUTY COSTS		01-012-B117	1,755.28
			CHEMICALS - DISINFECTION		01-012-B401	14,062.60
			CHEMICALS - SLUDGE DEWATERING		01-012-B402	6,660.52
			EQPT/EQPT REPAIR - BIOSOLIDS AGING		01-012-B501	601.29
			EQPT/EQPT REPAIR - EXCESS FLOW		01-012-B503	601.91
			EQPT/EQPT REPAIR - INFLUENT PUMPIN		01-012-B505	331.29
			EQPT/EQPT REPAIR - PRIMARY TREATME		01-012-B506	365.81
			EQPT/EQPT REPAIR - SECONDARY TREAT		01-012-B507	441.50
			EQPT/EQPT REPAIR - SLUDGE DIGESTIO		01-012-B510	35,128.69
			EQPT/EQPT REPAIR - TERTIARY TREATM		01-012-B511	1,037.20
			EQPT/EQPT REPAIR - WWTC GENERAL		01-012-B512	746.34
			EQPT/EQPT REPAIR - WWTC UTILITIES		01-012-B513	18,695.97
			BLDG AND GROUNDS - DISINFECTION		01-012-B802	52.18
			BLDG AND GROUNDS - INFLUENT PUMPIN		01-012-B805	260.35
			BLDG AND GROUNDS - TERTIARY TREATM		01-012-B811	1,746.94
			BLDG AND GROUNDS - WWTC GENERAL		01-012-B812	7,259.73
			GAS/FUEL		01-012-C222	1,720.39
			OPERATION/REPAIR		01-012-C225	33.32
			VEHICLE PURCHASES		01-012-C226	51,268.00
			COMMUNICATION		01-013-B112	214.77
			CHEMICALS		01-013-B114	10,796.74
			SUPPLIES		01-013-B116	1,805.45
			EMPLOYEE/DUTY COSTS		01-013-B117	135.29
			MONITORING EQUIPMENT		01-013-B122	616.00
			OUTSIDE LAB SERVICES		01-013-B123	1,942.60
			CONTRACT SERVICES		01-013-B124	775.50
			GAS/FUEL		01-013-C222	46.12
			OPERATION/REPAIR		01-013-C225	8.33
			COMMUNICATION		01-014-B112	764.81
			EQUIPMENT/EQUIPMENT REPAIR		01-014-B115	1,134.77
			SUPPLIES		01-014-B116	555.31
			EMPLOYEE/DUTY COSTS		01-014-B117	503.62
			SEWER SYSTEM REPAIRS - BSSRAP PROG		01-014-B910	47,248.41
			GAS/FUEL		01-014-C222	1,995.74
			OPERATION/REPAIR		01-014-C225	182.72
			ELECTRICITY		01-015-B100	21,699.90
			COMMUNICATION		01-015-B112	322.57
			CONTRACT SERVICES		01-015-B124	3,811.25
			EQPT/EQPT REPAIR - CENTEX		01-015-B521	17.54
			EQPT/EQPT REPAIR - COLLEGE		01-015-B522	4,900.33
			BLDG AND GROUNDS - BUTTERFIELD		01-015-B820	198.05
			BLDG AND GROUNDS - CENTEX		01-015-B821	198.05
			BLDG AND GROUNDS - EARLSTON		01-015-B823	198.05
			BLDG AND GROUNDS - HOBSON		01-015-B824	198.05
			BLDG AND GROUNDS - LIBERTY PARK		01-015-B825	198.05
			BLDG AND GROUNDS - NORTHWEST		01-015-B826	198.05

CHECK DISBURSEMENT REPORT FOR DOWNERS GROVE SANITARY DISTRICT

CHECK DATE 08/20/2025 - 09/23/2025

BANK CODE: DISB - DISBURSEMENTS CHECKING

Check Date	Bank Account	Check #	Payee	Description	GL Number	Amount
			BLDG AND GROUNDS - VENARD		01-015-B827	198.05
			BLDG AND GROUNDS - WROBLE		01-015-B828	198.05
			EMPLOYEE GROUP HEALTH		01-017-E455	58,129.34
			IMRF		01-017-E460	34,584.59
			CONSTRUCTION CONTRACTS AND PURCHAS		02-049-0506	351,809.70
			CONSTRUCTION CONTRACTS AND PURCHAS		03-020-0506	940.00

Transaction Date	Transaction Amount	Merchant Name	Line Item Chart Of Account	Description	Post Date
07/31/2025	15.00	KANE COUNTY COUGARS	01-011-B117	Addtl Empl Cougars Ticket	08/01/2025
08/02/2025	82.10	INDEED USI25-04051540	01-012-B117	Electrical Tech Job Posting	08/04/2025
08/09/2025	794.25	ECOCLEAN CARPET CLEANI	01-011-B118	Adm Center Carpet Cleaning	08/11/2025
08/14/2025	488.00	DYNAPAR CORPORATION	01-012-B511	Filter 2 Limit Switch Replace	08/15/2025
08/21/2025	135.29	BM * Z J CHINA	01-011-B117	Supervisor Lunch	08/22/2025
08/25/2025	15.90	MAILCHIMP	01-011-B137	Open House Invite Emails	08/26/2025
08/26/2025	135.00	CSWEA	01-013-B117	Lab Staff Training	08/27/2025
08/26/2025	198.00	PROGRAMS	01-014-B117	B Morris Training Class	08/27/2025

Totals	1863.54				
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INVOICE REGISTER FOR DOWNERS GROVE SANITARY DISTRICT

EXP CHECK RUN DATES 08/20/2025 - 09/19/2025

POSTED AND UNPOSTED OPEN AND PAID

BANK ACCOUNTS: PC - PETTY CASH

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
5708 BROOKBANK 00001113	KRISTINE M BARNEBEY RODDING FEE REFUND 01-014-B910	09/04/2025 mjasso		459.91	459.91	Open	Y 09/23/2025
		SEWER SYSTEM REPAIRS - BSSRAP PROGRAM		459.91			
251518 00001114	HOLY COW EMBROIDERY 01-011-B120	08/06/2025 mjasso		24.00	24.00	Open	Y 09/23/2025
		PRINTING/PHOTOGRAPHY		24.00			
4501 ROSLYN RD 00001115	HEIDI SPRING & JACOB ELLIOTT RODDING FEE REFUND 01-014-B910	09/08/2025 mjasso		459.91	459.91	Open	Y 09/23/2025
		SEWER SYSTEM REPAIRS - BSSRAP PROGRAM		459.91			
333 MEMORY LANE 00001116	WILLIAMSPORT VILLAGE CONDO RODDING FEE REFUND 01-014-B910	09/08/2025 mjasso		459.91	459.91	Open	Y 09/23/2025
		SEWER SYSTEM REPAIRS - BSSRAP PROGRAM		459.91			
1555 ALMOND CT 00001117	JAMES & JODI HOPPENSTEADT RODDING FEE REFUND 01-014-B910	09/08/2025 mjasso		459.91	459.91	Open	Y 09/23/2025
		SEWER SYSTEM REPAIRS - BSSRAP PROGRAM		459.91			
# of Invoices: 5 # Due: 5 # of Credit Memos: 0 # Due: 0 Net of Invoices and Credit Memos:				Totals:	1,863.64	1,863.64	
				Totals:	0.00	0.00	
					1,863.64	1,863.64	
--- TOTALS BY GL DISTRIBUTIONS ---							
01-011-B120					24.00		
01-014-B910					1,839.64		
--- TOTALS BY FUND ---							
01 GENERAL FUND					1,863.64	1,863.64	
--- TOTALS BY DEPT/ACTIVITY ---							
011 O & M - ADMINISTRATION					24.00	24.00	
014 O & M - SEWER SYSTEM					1,839.64	1,839.64	

Date: 09.08.25

Petty Cash Reimbursement

P - 350

Due Date: 09.23.25

Invoice #: Cash Box

Date	Purchased From	Reimbursed To	Description	Code	Amount
08.15.25	Walmart/Arts Food	C. Shaw	K-Cups for meeting	11B116	30.65
08.17.25	Jewel	J. Gwozdz	Snacks for Safety Meeting	11B113	11.17
			Total Receipts		41.82

Expense by code

11B113	11.17
11B116	30.65
TOTAL:	41.82

DOWNERS GROVE SANITARY DISTRICT

M E M O

TO: Board of Trustees

FROM: Keith Shaffner
Sewer Construction Supervisor

DATE: September 12, 2025

RE: Annexation Ordinance No. AO 2025-04 – 1118 Palmer Street, Downers Grove

This annexation involves one single family home lot, located at 1118 Palmer Street. The sewer is on the south road edge between Saratoga Avenue and Carpenter Street, as indicated on the attached map. This project did not require Board of Local Improvement approval. This annexation does not need any right-of-way annexations to make the property contiguous. All tap fees and trunk sewer service charges have been paid as required by ordinance.

The subject ordinance will be presented to the Board for adoption at the September 23, 2025, Board meeting.

Attachments

CC: KJR, RTJ, MJS, ARU, CS & DM

ANNEXATION ORDINANCE NO. AO 2025-04

BE IT ORDAINED by the President and Board of Trustees of the DOWNERS GROVE SANITARY DISTRICT, a body politic and corporate of DuPage County, Illinois:

WHEREAS, the provisions of Section 2405/23.4 of the Illinois Compiled Statutes, as made and provided, authorize the Trustees of any Sanitary District to annex any property which is not within the corporate limits of any sanitary district but is contiguous to a sanitary district, and which territory has been petitioned for annexation by the owners of record and the electors residing thereon, if any.

WHEREAS, the property hereinafter described is not within the corporate limits of any other Sanitary District, and is contiguous to the corporate limits of the DOWNERS GROVE SANITARY DISTRICT; and has been petitioned for annexation by the owners of record.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the DOWNERS GROVE SANITARY DISTRICT that the following described property be and the same is annexed to the DOWNERS GROVE SANITARY DISTRICT, to-wit:

the following described property:

LOT 16 IN BLOCK 10 IN DOWNERS GROVE ESTATES, BEING A SUBDIVISION OF THE WEST HALF OF THE NORTHWEST QUARTER OF SECTION 20, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JULY 9, 1926 AS DOCUMENT 217375, IN DUPAGE COUNTY, ILLINOIS.

P.I.N.: 09-20-104-016

Property Address: 1118 Palmer Street, Downers Grove, Illinois 60516

BE IT FURTHER RESOLVED that the Clerk of the DOWNERS GROVE SANITARY DISTRICT be authorized to file a copy of this Ordinance, together with an accurate map of the annexed territory, certified as correct by the Clerk of this District with the County Clerk of DuPage County, Illinois.

PASSED and APPROVED by the President and Board of Trustees of the DOWNERS
GROVE SANITARY DISTRICT at their regular meeting held on the 23rd day of September, 2025.

President

ATTEST: _____
Clerk

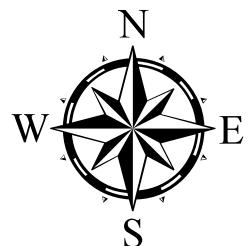
Downers Grove Sanitary District Annexation AO 2025-04 1118 Palmer Street



Legend

- DGSD Annexed Parcels
- Unannexed Parcels
- Sanitary Manholes
- Sanitary Sewer Main

0 40 80 160
Feet



PETITION FOR ANNEXATION
of certain property to
DOWNERS GROVE SANITARY DISTRICT

Your Petitioners, GIANCARLO SERPE AND JULIE A. SERPE, respectfully submit unto the President and Board of Trustees of the DOWNERS GROVE SANITARY DISTRICT their Petition for Annexation of property owned by them to the DOWNERS GROVE SANITARY DISTRICT, and state the following:

1. That they are the owners of the following described property located in DuPage County, Illinois, to-wit:

LOT 16 IN BLOCK 10 IN DOWNERS GROVE ESTATES, BEING A SUBDIVISION OF THE WEST HALF OF THE NORTHWEST QUARTER OF SECTION 20, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JULY 9, 1926 AS DOCUMENT 217375, IN DUPAGE COUNTY, ILLINOIS.

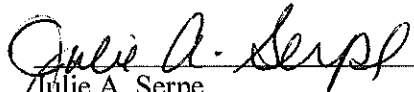
P.I.N.: 09-20-104-016

Property Address: 1118 Palmer Street, Downers Grove, Illinois 60516

2. That the property is unimproved.
3. That the above-described property is contiguous to the corporate limits of the DOWNERS GROVE SANITARY DISTRICT and is in no way disqualified by the Statutes of the State of Illinois from being annexed to said District.
4. That your Petitioners are ready and willing to assume their proportionate share of the existing indebtedness, both bonded and otherwise, of the DOWNERS GROVE SANITARY DISTRICT.
5. That there is attached to this Petition and incorporated herein by reference, a Plat of Survey which sets forth the exact and particular location of the above-described premises.

WHEREFORE, the Petitioners pray that the President and Board of Trustees of the DOWNERS GROVE SANITARY DISTRICT will see fit to annex to said District, the property herein above described by Ordinance, signed by it, and that said Board will have the Clerk of the District file with the County Clerk of DuPage County, Illinois, a Certified Copy of the Annexation Ordinance.

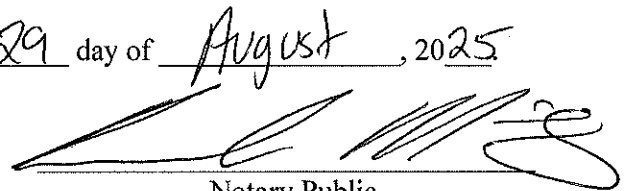

Giancarlo Serpe


Julie A. Serpe

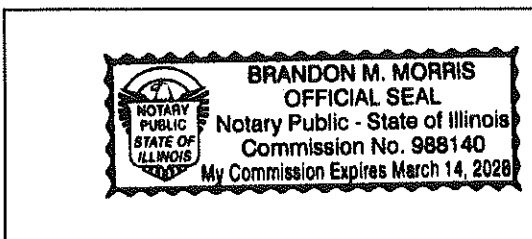
STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

I, the undersigned, a Notary Public in and for the County and State aforesaid, DO HEREBY CERTIFY that Giancarlo Serpe, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he signed and delivered the said instrument as his own free and voluntary act for the uses and purposes therein set forth.

GIVEN under my hand and official seal this 29 day of August, 2025


Notary Public

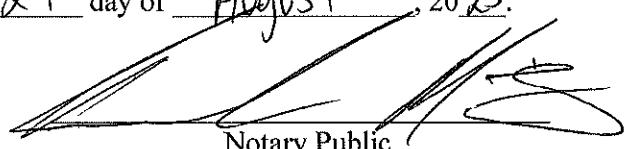
AFFIX NOTARY SEAL



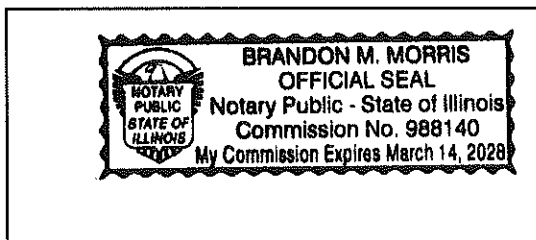
STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

I, the undersigned, a Notary Public in and for the County and State aforesaid, DO HEREBY CERTIFY that Julie A. Serpe, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that she signed and delivered the said instrument as her own free and voluntary act for the uses and purposes therein set forth.

GIVEN under my hand and official seal this 29 day of August, 2025.


Notary Public

AFFIX NOTARY SEAL



DOWNERS GROVE SANITARY DISTRICT

M E M O

TO: Board of Trustees

FROM: Keith Shaffner
Sewer Construction Supervisor

DATE: September 12, 2025

RE: Annexation Ordinance No. AO 2025-05 – 100 39th Street, Downers Grove

This annexation involves one large lot to be subdivided into 35 single family home lots, located at 100 39th Street. This project did require Board of Local Improvement approval. The approval was given at the April 15th, 2025 BOLI meeting. This annexation does not need any right-of-way annexations to make the property contiguous. All trunk sewer service charges have been paid as required by ordinance.

The subject ordinance will be presented to the Board for adoption at September 23, 2025 Board meeting.

Attachments

CC: KJR, RTJ, MJS, ARU, CS & DM

ANNEXATION ORDINANCE NO. AO 2025-05

BE IT ORDAINED by the President and Board of Trustees of the DOWNERS GROVE SANITARY DISTRICT, a body politic and corporate of DuPage County, Illinois:

WHEREAS, the provisions of Section 2405/23.4 of the Illinois Compiled Statutes, as made and provided, authorize the Trustees of any Sanitary District to annex any property which is not within the corporate limits of any sanitary district but is contiguous to a sanitary district, and which territory has been petitioned for annexation by the owners of record and the electors residing thereon, if any.

WHEREAS, the property hereinafter described is not within the corporate limits of any other Sanitary District, and is contiguous to the corporate limits of the DOWNERS GROVE SANITARY DISTRICT; and has been petitioned for annexation by the owners of record.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the DOWNERS GROVE SANITARY DISTRICT that the following described property be and the same is annexed to the DOWNERS GROVE SANITARY DISTRICT, to-wit:

the following described property:

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE VILLAGE OF DOWNERS GROVE, COUNTY OF DUPAGE, STATE OF ILLINOIS, AND IS DESCRIBED AS FOLLOWS:

THE SOUTH HALF OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 39 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, (EXCEPT THE SOUTH 50 FEET OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 33) IN DUPAGE COUNTY, ILLINOIS.

ALSO KNOWN AS THE SOUTH 10 CHAINS (660 FEET) OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 39 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, (EXCEPT THE SOUTH 50 FEET THEREOF) IN DUPAGE COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 39 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, AS ESTABLISHED PER DOCUMENT R2012-057773; THENCE NORTH 02 DEGREES, 06 MINUTES, 01 SECOND WEST, ALONG THE EAST LINE OF SAID SOUTHWEST QUARTER OF SECTION 33, 50.00 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 87 DEGREES, 38 MINUTES, 55 SECONDS WEST, ALONG A LINE 50 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF SECTION 33, 1326.36 FEET TO A POINT ON THE WEST LINE OF THE SOUTHEAST QUARTER OF SAID SOUTHWEST QUARTER OF SECTION 33; THENCE NORTH 02 DEGREES, 03 MINUTES, 20 SECONDS WEST, ALONG SAID WEST LINE OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 33, ALSO BEING THE EAST LINE OF CUMNOR ROAD, 609.91 FEET TO ITS INTERSECTION WITH THE NORTH LINE OF THE SOUTH 10 CHAINS (660.0 FEET) OF SAID SOUTHWEST QUARTER OF SECTION 33, ALSO BEING THE SOUTH LINE OF SADDLE BROOK UNIT NO. 4, AS MONUMENTED AND OCCUPIED; THENCE NORTH 87 DEGREES, 38 MINUTES, 08 SECONDS EAST, ALONG SAID NORTH LINE OF THE SOUTH 10 CHAINS (660.10 FEET) OF SAID SOUTHWEST QUARTER OF SECTION 33, AND THE SOUTH LINE OF SADDLE BROOK UNIT NO. 3 AND SADDLE BROOK UNIT NO. 4, 1325.89 FEET TO ITS INTERSECTION WITH SAID EAST LINE OF THE SOUTHWEST QUARTER OF SECTION 33; THENCE SOUTH 02 DEGREES, 06 MINUTES, 01 SECOND EAST, ALONG SAID EAST LINE OF THE SOUTHWEST QUARTER OF SECTION 33, ALSO BEING THE WEST LINE OF WILLIAMS STREET, 609.83 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION, ALL IN DUPAGE COUNTY, ILLINOIS.

P.I.N.: 06-33-300-006

Property Address: 100 39th Street, Downers Grove, Illinois 60515

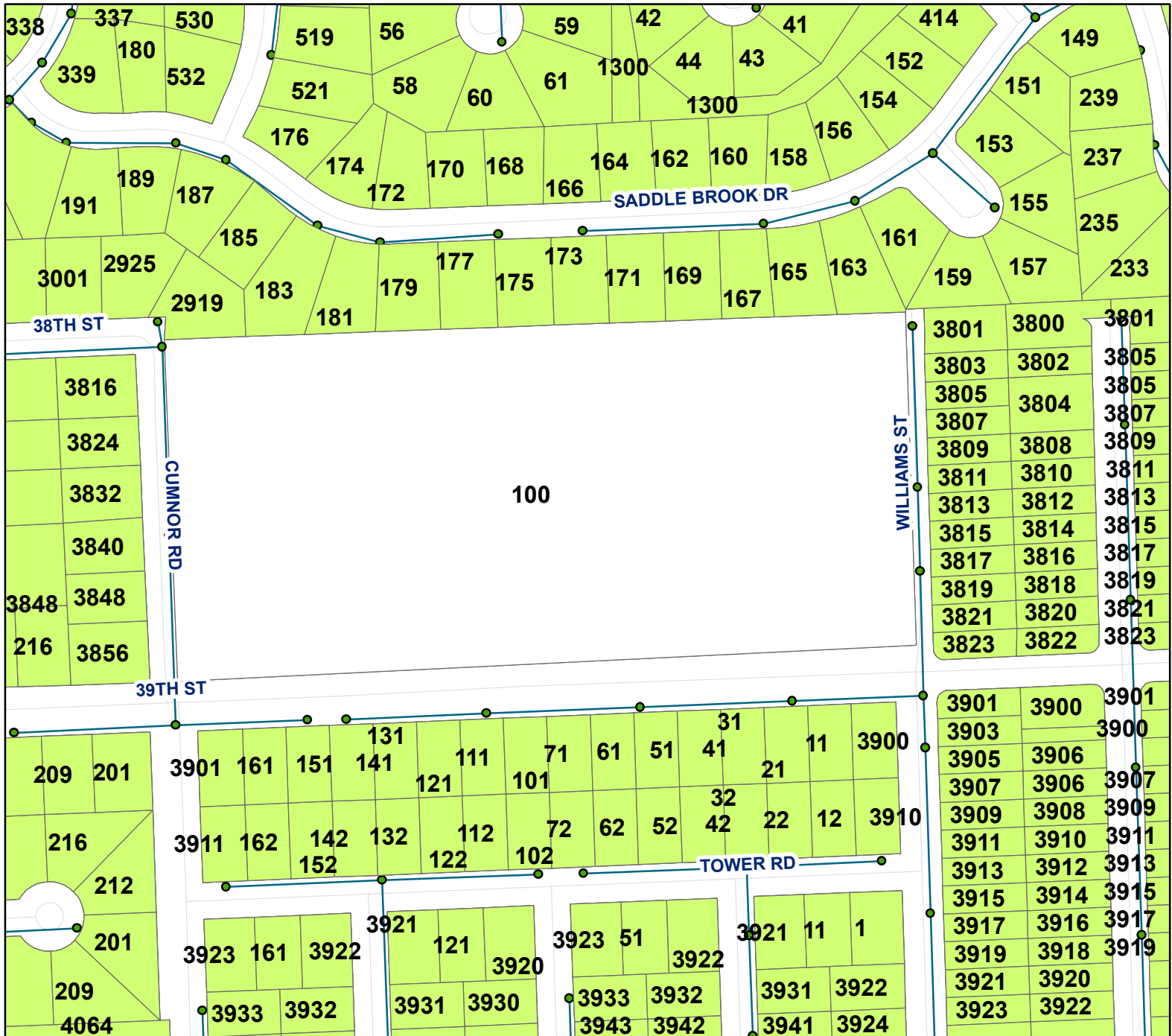
BE IT FURTHER RESOLVED that the Clerk of the DOWNERS GROVE SANITARY DISTRICT be authorized to file a copy of this Ordinance, together with an accurate map of the annexed territory, certified as correct by the Clerk of this District with the County Clerk of DuPage County, Illinois.

PASSED and APPROVED by the President and Board of Trustees of the DOWNERS GROVE SANITARY DISTRICT at their regular meeting held on the 23rd day of September, 2025.

President

ATTEST: _____
Clerk

Downers Grove Sanitary District Annexation AO 2025-05 100 39th Street



Legend

- DGSD Annexed Parcels
- Unannexed Parcels
- Sanitary Manholes
- Sanitary Sewer Main

0 105 210 420
Feet



PETITION FOR ANNEXATION
of certain property to
DOWNERS GROVE SANITARY DISTRICT

Your Petitioner, **M/I HOMES OF CHICAGO, LLC**, a Delaware limited liability company, respectfully submits unto the President and Board of Trustees of the DOWNS GROVE SANITARY DISTRICT its Petition for Annexation of property owned by it to the DOWNS GROVE SANITARY DISTRICT, and state the following:

1. That it is the owner of the following described property located in DuPage County, Illinois, to-wit:

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE VILLAGE OF DOWNS GROVE, COUNTY OF DUPAGE, STATE OF ILLINOIS, AND IS DESCRIBED AS FOLLOWS:

THE SOUTH HALF OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 39 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, (EXCEPT THE SOUTH 50 FEET OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 33) IN DUPAGE COUNTY, ILLINOIS.

ALSO KNOWN AS THE SOUTH 10 CHAINS (660 FEET) OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 39 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, (EXCEPT THE SOUTH 50 FEET THEREOF) IN DUPAGE COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 39 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, AS ESTABLISHED PER DOCUMENT R2012-057773; THENCE NORTH 02 DEGREES, 06 MINUTES, 01 SECOND WEST, ALONG THE EAST LINE OF SAID SOUTHWEST QUARTER OF SECTION 33, 50.00 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 87 DEGREES, 38 MINUTES, 55 SECONDS WEST, ALONG A LINE 50 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF SECTION 33, 1326.36 FEET TO A POINT ON THE WEST LINE OF THE SOUTHEAST QUARTER OF SAID SOUTHWEST QUARTER OF SECTION 33; THENCE NORTH 02 DEGREES, 03 MINUTES, 20 SECONDS WEST, ALONG

SAID WEST LINE OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 33, ALSO BEING THE EAST LINE OF CUMNOR ROAD, 609.91 FEET TO ITS INTERSECTION WITH THE NORTH LINE OF THE SOUTH 10 CHAINS (660.0 FEET) OF SAID SOUTHWEST QUARTER OF SECTION 33, ALSO BEING THE SOUTH LINE OF SADDLE BROOK UNIT NO. 4, AS MONUMENTED AND OCCUPIED; THENCE NORTH 87 DEGREES, 38 MINUTES , 08 SECONDS EAST, ALONG SAID NORTH LINE OF THE SOUTH 10 CHAINS (660.10 FEET) OF SAID SOUTHWEST QUARTER OF SECTION 33, AND THE SOUTH LINE OF SADDLE BROOK UNIT NO. 3 AND SADDLE BROOK UNIT NO. 4, 1325.89 FEET TO ITS INTERSECTION WITH SAID EAST LINE OF THE SOUTHWEST QUARTER OF SECTION 33; THENCE SOUTH 02 DEGREES, 06 MINUTES, 01 SECOND EAST, ALONG SAID EAST LINE OF THE SOUTHWEST QUARTER OF SECTION 33, ALSO BEING THE WEST LINE OF WILLIAMS STREET, 609.83 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION, ALL IN DUPAGE COUNTY, ILLINOIS.

P.I.N.: 06-33-300-006

Property Address: 100 39th Street, Downers Grove, Illinois 60515

2. That the property is unimproved.

3. That the above-described property is contiguous to the corporate limits of the DOWNERS GROVE SANITARY DISTRICT and is in no way disqualified by the Statutes of the State of Illinois from being annexed to said District.

4. That your Petitioner is ready and willing to assume its proportionate share of the existing indebtedness, both bonded and otherwise, of the DOWNERS GROVE SANITARY DISTRICT.

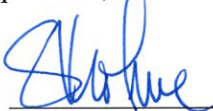
5. That there is attached to this Petition and incorporated herein by reference, a Plat of Survey which sets forth the exact and particular location of the above-described premises.

WHEREFORE, the Petitioner pray that the President and Board of Trustees of the DOWNERS GROVE SANITARY DISTRICT will see fit to annex to said District, the property herein above described by Ordinance, signed by it, and that said Board will have the Clerk of the

District file with the County Clerk of DuPage County, Illinois, a Certified Copy of the Annexation Ordinance.

M/I HOMES OF CHICAGO, LLC,
a Delaware limited liability company

BY: M/I HOMES, INC., an Ohio
corporation, its Manager

BY: 

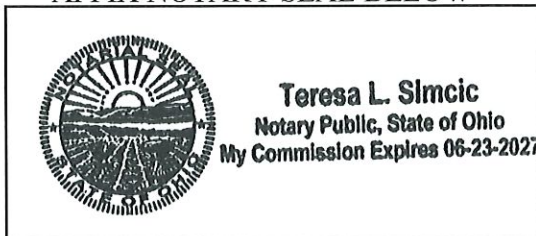
Susan E. Krohne, Secretary of
M/I Homes, Inc., an Ohio
corporation


STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

I, the undersigned, a Notary Public in and for the County and State aforesaid, DO HEREBY CERTIFY that Susan E. Krohne as Secretary and of **M/I HOMES, INC.**, an Ohio corporation, personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that they signed and delivered the said instrument as their own free and voluntary act for the uses and purposes therein set forth.

GIVEN under my hand and official seal this 14th day of August, 2025.

AFFIX NOTARY SEAL BELOW





Notary Public

TOTAL AREA OF SUBDIVISION

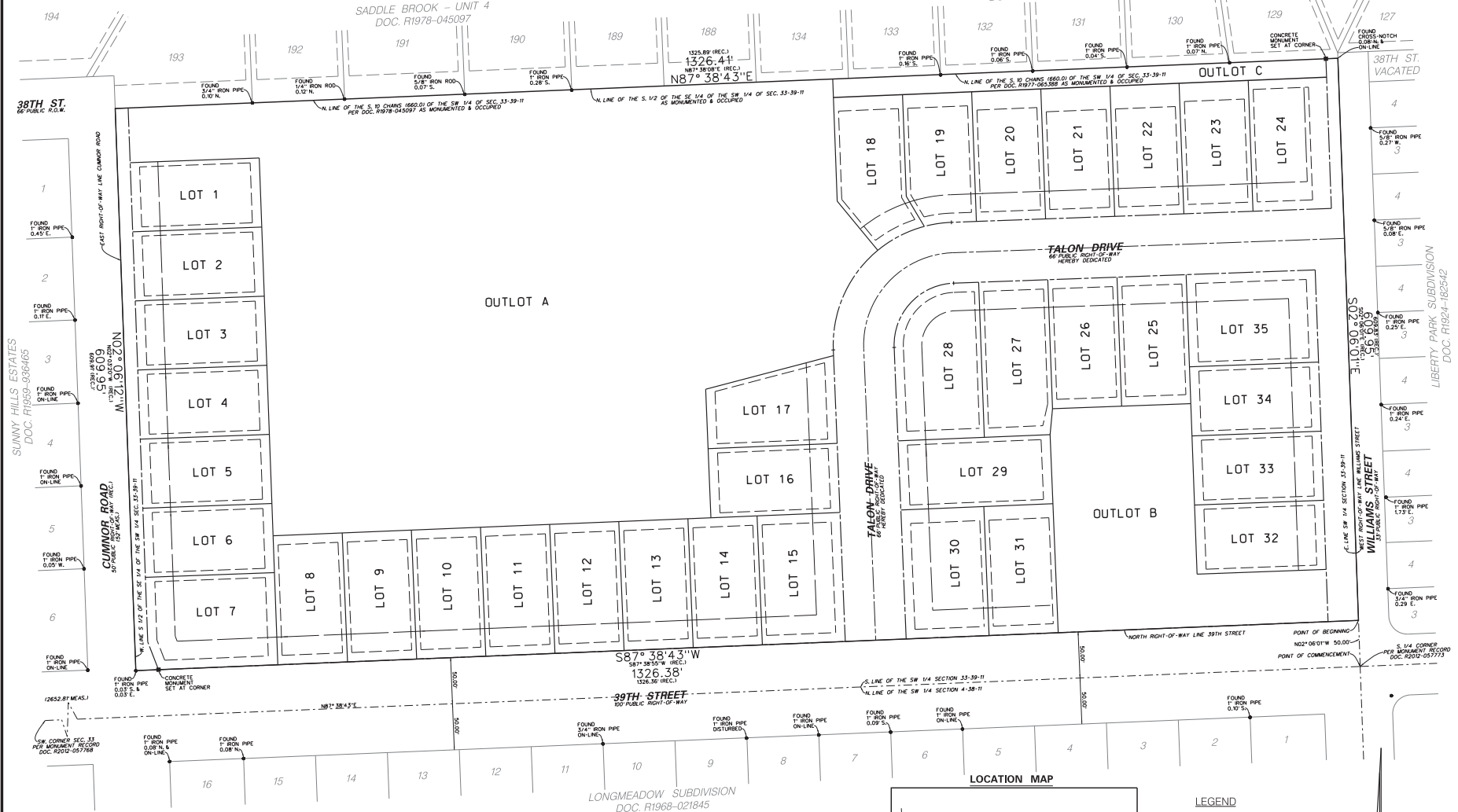
809,020 SQUARE FEET OR 18.57 ACRES, MORE OR LESS.

FINAL PLAT OF SUBDIVISION
FOR
TALON PRESERVE

THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF SECTION 33, TOWNSHIP 39 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN,
(EXCEPT THE SOUTH 50 FEET OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF S40 SECTION 33 IN DUPAGE COUNTY, ILLINOIS,
ALSO KNOWN AS THE SOUTH 10 CHAINS 1662 FEET OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 33,
TOWNSHIP 39 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN (EXCEPT THE SOUTH 50 FEET THEREOF IN DUPAGE COUNTY, ILLINOIS,

SADDLE BROOK - UNIT 3
DOC. R1977-065388PERMANENT INDEX NUMBER:
P.1, I.N. = 06-33-300-006

THIS PLAT HAS BEEN SUBMITTED FOR RECORDING
BY AND RETURNED TO:
CITY OF DOWNERS GROVE
880 CORTISS STREET
DOWNERS GROVE, ILLINOIS 60555

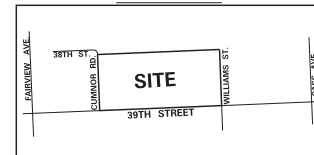


NOTE: THIS SHEET FOR EXISTING BOUNDARY
MONUMENTATION AND GENERAL INFORMATION
ONLY. SEE FOLLOWING SHEETS FOR PARTICULARS.

GENERAL NOTES:

1. ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMAL PARTS THEREOF.
2. DIMENSIONS ALONG CURVES ARE ARC DISTANCES.
3. COMPANY DEED DESCRIPTION AND SITE CONDITIONS WITH THE DATA GIVEN ON THIS PLAT AND REPORT ANY DISCREPANCIES TO THE SURVEYOR AT 1" = 50'.
4. NO DIMENSIONS SHALL BE DERIVED FROM SCALE MEASUREMENT.
5. (REC-1) RECORD ORIENTATION
6. IRON RODS 1/4" DIA. x 24" LENGTHS WILL BE SET AT ALL LOT CORNERS, UNLESS NOTED OTHERWISE, UPON COMPLETION OF CONSTRUCTION.

7. BEARINGS BASED UPON STATE PLANE COORDINATES 111 NORTH EAST ZONE.
8. PROPERTY REFERENCES: 100 38TH STREET, DOWNERS GROVE, IL 60515
9. ALL EASEMENTS ARE HEREBY GRANTED UNLESS NOTED OTHERWISE.
10. P.U.D.E. = PUBLIC UTILITY & DRAINAGE EASEMENT HEREBY GRANTED UNLESS NOTED OTHERWISE. SEE PROVISIONS CONTAINED HEREIN.
11. OUTLOTS TO BE OWNED AND MAINTAINED BY THE HOMEOWNER'S ASSOCIATION UNLESS NOTED OTHERWISE.
12. ALL STREET RIGHT-OF-WAY NOTED ON THE PLAT AS HEREBY DEDICATED AND HEREBY RELINQUISHED, CONVEYED AND TRANSFERRED TO THE CITY OF DOWNERS GROVE FOR PUBLIC RIGHT-OF-WAY PURPOSES UNLESS NOTED OTHERWISE.



LEGEND

- P.U.D.E. PUBLIC UTILITY & DRAINAGE EASEMENT
- PROPERTY/LOT LINE
- ADJOINING PROPERTY/LOT LINE
- EASEMENT LINE
- SET CONCRETE MONUMENT
- ROAD CENTERLINE
- ROAD RIGHT-OF-WAY
- BUILDING SETBACK LINE (B.S.L.)

0 50' 100'
SCALE: 1" = 50'

PROJECT NO. 5897	SHEET 1 OF 3	DRAWING NO. 5897 PLAT OF SUBDIVISION
TITLE: FINAL PLAT OF SUBDIVISION TALON PRESERVE	DATE: 3-19-25	SCALE: 1" = 50'
DESIGN: []	DRAWN: []	CHECKED: []
DATE: []	DATE: []	DATE: []
NO. []	DATE: []	DATE: []
CLIENT: M/H HOMES OF CHICAGO LLC	PROJECT: CHATELAIN LANE SUITE 620	ADDRESS: DOWNERS GROVE, ILLINOIS 60553
CLIENT: Thomson Surveying Ltd.	PROJECT: 9875 N. Higgins Road, Suite 800	ADDRESS: FARMINGTON, ILLINOIS 60130
CLIENT: 9875 N. Higgins Road, Suite 800	PROJECT: FARMINGTON, ILLINOIS 60130	ADDRESS: FARMINGTON, ILLINOIS 60130

Board of Trustees

Amy E. Sejnost
President

Jeremy M. Wang
Vice President

Mark Eddington, P.E.
Clerk



2710 Curtiss Street
P.O. Box 1412
Downers Grove, IL 60515-0703
Phone: 630-969-0664
Fax: 630-969-0827
www.dgsd.org

General Manager
Amy R. Underwood, P.E.

Legal Counsel
Daniel McCormick, P.C.

Providing a Better Environment for South Central DuPage County

MEMORANDUM

To: Board of Trustees

From: Amy Underwood, General Manager

Date: September 19, 2025

Subject: Repeal of Confined Space Entry Policy

The Downers Grove Sanitary District (DGSD) has a Confined Space Entry Policy which was updated and approved by the Board of Trustees in February 2011. This policy is attached for your information. The policy was written to meet the Occupational Safety and Health Administration (OSHA) standards. Since 2011, OSHA has updated their requirements/guidance and some of the DGSD facilities have been modified, both adding and eliminating confined spaces. In consultation with John Newquist, who is a trainer for the National Safety Education Center and a former OSHA inspector, the DGSD Safety Coordinator and Supervisors recently rewrote the DGSD Confined Space Entry Program. The revised Confined Space Entry Program was reviewed by DGSD's labor attorney, Seyfarth Shaw LLP, and their comments were incorporated. The new Confined Space Entry Program is attached for your information.

Given the nature of the content of a confined space entry program, I questioned whether this required Board approval. I discussed this with DGSD's legal counsel, Dan McCormick, and he agreed that this is not something that is necessary to have Board approval. Our recommendation, therefore, is to change this from a "policy" to a "program", as policies require Board approval. This will thereby allow Staff to update the program as OSHA modifies their standards and guidance and as our facilities are modified.

At the September 23 Board meeting, I will request the Board 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.

C: BOLI, CS, DM

Downers Grove Sanitary District

Confined Space Entry Policy and Procedures

February 2011

Downers Grove Sanitary District Confined Space Entry Policy

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LIST OF APPENDICES

Appendix

- A Title 29 Code of Federal Regulations - Chapter XVII - Part 1910.146
- B Training Certification Form
- C Permit Space Pre-Entry Checklist
- D Confined Space Entry Permit

1. INTRODUCTION

This written permit-required confined space program (permit space program) is intended to meet the requirements of the provisions of Part 1910 (Title 29 CFR, subpart J) of the Occupational Safety and Health Standards (OSHA). The provisions are entitled “1910.146 Permit Required Confined Spaces.” A copy of the regulations is included as Appendix A in this policy statement. The program shall be reviewed and updated periodically as needed.

A confined space has limited or restricted means of entry or exit, is large enough for an employee to enter and perform assigned work, and is not designed for continuous occupancy by the employee. These spaces may include, but are not limited to, underground vaults, tanks, storage bins, pits and diked areas, vessels, sewers and manholes.

A permit-required confined space (permit space) is one that meets the definition of a confined space and has one or more of the following characteristics:

- Contains or has the potential to contain a hazardous atmosphere.
- Contains a material that has the potential for engulfing an entrant.
- Has an internal configuration that might cause an entrant to be trapped or asphyxiated by inwardly converging walls or by a floor that slopes downward and tapers to a smaller cross section.
- Contains any other recognized serious safety or health hazards.

As the Downers Grove Sanitary District (DGSD) has employees whose duties may necessitate entry into a confined space, this Confined Space Entry Policy has been developed. A copy of this Policy shall be provided to all affected employees before the employee is first assigned duties under this Policy and shall be made available to District employees or their representatives upon request.

2. CONFINED SPACES

2.1 Permit Spaces

Downers Grove Sanitary District has evaluated the facilities to determine if permit required spaces exist. The following areas have been identified as permit required spaces:

- Sewer system including manholes
- Influent flow and pumping station wet wells
- Return sludge wet well numbers 1 and 2
- Intermediate wet well
- Excess tank effluent channel
- Gas storage sphere
- Anaerobic digesters

As part of the DGSD’s periodic program review, this list will be reviewed and updated.

In order to notify employees of the existence, location and danger posed by the spaces, the District has posted warning signs at the entrance of each permit required space reading “DANGER - PERMIT-REQUIRED CONFINED SPACE, DO NOT ENTER.” As it is well known that the entire sewer system, including pipes, manholes, and other related appurtenances, are permit required spaces, signage is not required for the sewer system. However, as part of their training, all affected employees are taught to associate manholes and other sewer system entry points with the above warning sign and are required to perform permit required entry procedures whenever entering a manhole or other sewer system appurtenances.

In order for District employees to enter the permit spaces, the permit required space program must be followed. The program includes training, entry permits and emergency response.

2.2 Non-Permit Required Confined Spaces

The following areas have been identified as confined spaces, which have been made safe for entry by the use of continuous forced air ventilation.

- Sanitary lift stations.

Prior to entry, the internal atmosphere of the space must be tested for oxygen content, flammable gases and vapors, and potential toxic air contaminants before any employee enters. A three or four sensor gas detector should be used for the atmosphere testing. See Section 8 for Lift Station Entry Procedures.

3. CONTRACTOR SAFETY

Outside contractors hired by the District and their subcontractors to perform work which requires permit required confined space activities shall be solely responsible for the safety of their own employees at all times.

If outside contractors and their subcontractors are hired to do permit-required confined space (PRCS) work, DGSD becomes the “host employer” and shall provide the contractor or “other employer” with all available information regarding the hazards present in the permit space, along with any applicable safety and rescue procedures. This information shall be in writing. The DGSD Administrative Services Director shall be responsible for providing this information to outside contractors.

In order to reduce the assumed liability relative to PRCS work, when only the contractor enters the permit space, the DGSD will allow the contractor to follow the contractor’s own permit space program. The contractor’s permit space program must comply with the OSHA requirements. If the contractor does not have such a permit space program, or does not use safety equipment such as a safety harness, lifting device, and atmospheric tester as required by OSHA standards, the contractor and its employees shall not be allowed to enter the space.

If both host (DGSD) and outside contractor employees will enter the permit space, then the entry operations shall be coordinated so that employees of one employer do not endanger the

employees of any other employer. The DGSD employee responsible for oversight of the project shall ensure that outside contractors receive available information concerning DGSD's confined space entry program and shall coordinate with the outside contractors when both DGSD and contractor employees will be entering the space.

4. EQUIPMENT MAINTENANCE

The safety equipment used in confined space entry shall be maintained on a regular basis to ensure that the equipment functions properly. In particular, the atmospheric testers and the lifting devices shall be certified annually by an outside safety inspector. If necessary, the equipment supplier shall be contacted to refer the DGSD to a safety inspector.

Any rope used in the lifting devices shall be inspected on a monthly basis by assigned DGSD personnel. The rope shall be inspected for fraying and weak areas. In the case that the rope is found to be weak, the rope shall be immediately replaced.

As equipment conditions may change at any time, any individual involved in permit space entry shall be required to inspect the safety equipment to be used in the confined space entry immediately prior to use.

5. TRAINING

DGSD will provide all workers who are required to work in permit spaces with proper training. The trainer shall be authorized by OSHA. In order to meet this requirement, DGSD may send a staff member to OSHA training to become authorized as a trainer by OSHA. The certified staff member could then train all DGSD workers who work in permit spaces. Another option for DGSD is to hire an outside consultant to provide training to the staff members.

Training shall be done before the employee is first assigned duties, before there is a change in duties, whenever there is a change in permit space operations and, in any event, on an annual basis. Records of training will be maintained at the DGSD office. A training documentation form is included in Appendix B. The training records shall be made available for inspection by employees and their authorized representatives.

6. EMERGENCY RESPONSE

In the case of an emergency during a confined space entry, the applicable local fire response agency, as determined by DGSD, is the emergency responder. OSHA requires DGSD to ensure that rescue service personnel are provided with, and trained in, the proper use of personal protective and rescue equipment, including respirators; trained to perform assigned rescue duties; and have had authorized entrants training.

OSHA requires that the emergency responders be trained in first aid and cardiopulmonary resuscitation (CPR). At least one rescue team member must be currently certified in first-aid and CPR. Rescuers shall perform practice rescue exercises at least once every 12 months using representative permit spaces. The rescuers shall be provided access to permit spaces as needed to practice rescue operations. DGSD shall solicit, receive and review reports from designated fire

response agencies annually verifying practice rescue exercises have been completed, including critique and results of the critique of said practice rescues, in order to verify the District's rescue needs are met.

DGSD employees are not allowed to enter the permit space to conduct a rescue.

In the case that the local fire department is called to respond to an emergency related to a permitted space entry, the DGSD employees are required to inform rescuers of the hazards of the permit space.

7. PERMIT-REQUIRED CONFINED SPACE ENTRY

7.1 Policy

The following DGSD policy must be observed by an individual who is entering a permit space. These permit spaces include manholes, wet wells, dry wells, sewers, or any area where the possibility of improper ventilation, a deficiency in oxygen, or a hazardous gas could exist.

FAILURE TO COMPLY WITH THESE PROCEDURES WILL RESULT IN DISCIPLINARY ACTION, WHICH MAY INCLUDE DISMISSAL.

All employees should be aware that certain confined spaces have the potential of causing death. Use of extreme caution when working within these areas is essential.

Only a DGSD Supervisor trained in DGSD's confined space policies and procedures is authorized to issue a Confined Space Entry Permit.

7.2 Assigned Duties

Each employee involved in permit space entry must be trained in their assigned duties. No person may participate in a permit space entry procedure unless they have been trained on their role and responsibilities in the entry process. Any employee who believes that they are not familiar with their assigned duties shall so notify their supervisor and shall not participate in the entry. During entry into a permit space, three employees will be present to complete the work. Each employee will have an assigned role during the entry procedure. The assigned roles and associated duties are outlined below:

7.2.1 Authorized Entrant's Duties -

- Know space hazards, including information on the mode of exposure (e.g., inhalation or dermal absorption), signs or symptoms, and consequences of the exposure;
- Use appropriate personal protective equipment properly (e.g., face and eye protection, and other forms of barrier protection, such as gloves, aprons and coveralls);
- As necessary, maintain communication (i.e., telephone, radio, visual observation) with attendants to enable the attendant to monitor the entrant's status as well as to alert the entrant to evacuate;

- Exit from permit space as soon as possible when ordered by an authorized person, when the entrant recognizes the warning signs or symptoms of exposure exist, when a prohibited condition exists, or when an alarm is activated; and
- Alert the attendant when a prohibited condition exists or when warning signs or symptoms of exposure exist.

Any employee who believes that they cannot fulfill these duties, shall so notify their supervisor and shall not enter the confined space.

7.2.2. Attendant's Duties -

- Remain outside permit space during entry operations unless relieved by another authorized attendant;
- Perform non-entry rescues as specified by employer's rescue procedure;
- Know existing and potential hazards, including information on the mode of exposure, signs or symptoms, consequences of the exposure, and their physiological effects;
- Maintain communication with and keep an accurate count of those workers entering the permit-required space;
- Order evacuation of the permit space when a prohibited condition exists, when a worker shows signs of physiological effects of hazard exposure, when an emergency outside the confined space exists, and when the attendant cannot effectively and safely perform required duties;
- Summon rescue and other services during an emergency;
- Ensure that unauthorized persons stay away from permit spaces or exit immediately if they have entered the permit space;
- Inform authorized entrants and entry supervisor of entry by unauthorized persons; and
- Perform no other duties that interfere with the attendant's primary duties.

Any employee who believes that they cannot perform these duties shall notify their supervisor and shall not act as an attendant for the entry.

7.2.3. Entry Supervisor's Duties -

- Know space hazards including information on the mode of exposure, signs or symptoms, and consequences of exposure;
- Verify emergency plans and specified entry conditions such as permits, tests, procedures, and equipment before allowing entry;
- Terminate entry and cancel permits when entry operations are completed or if a new condition exists;
- Verify that rescue services are available and that the means for summoning rescue services are operable;
- Take appropriate measures to remove unauthorized entrants; and
- Ensure that entry operations remain consistent with the entry permit and that acceptable entry conditions are maintained.

Any entry supervisor who believes that they cannot meet these duties shall so notify their supervisor and shall not act as the supervisor for the entry.

7.3 Permit Required Confined Space Entry Procedures

Any employee required or permitted to pre-check or enter a permit space shall have successfully completed, as a minimum, the training as required by the following sections of these procedures. No person may participate in a permit space entry procedure unless they have been trained on their role and responsibilities in the entry process.

7.3.1 Issuance of Permit

Only a DGSD Supervisor trained in DGSD's confined space policies and procedures may issue a Confined Space Entry Permit.

7.3.2 Determine Assigned Roles and Duties

The DGSD Supervisor that issues the Permit will determine the assigned role and duties for each individual: Authorized Entrant, Attendant, and Entry Supervisor.

7.3.3 Complete the Confined Space Pre-Entry Checklist

The Pre-Entry Checklist shall be completed prior to each permit space entry. An example of the Pre-Entry Checklist is contained in Appendix C.

7.3.4 Confined Space Entry Permit

The Confined Space Entry Permit information is to be completed in writing by the DGSD Supervisor issuing the Permit and the designated Authorized Entry Supervisor. The Permit must be kept at the job site for the duration of the job. An example of the Confined Space Entry Permit is contained in Appendix D. If circumstances cause an interruption in the work or a change in the alarm conditions for which entry was approved, a new Confined Space Entry Permit must be completed.

Hazards of the entry shall be noted on the Permit. During the entry, the employees could be exposed to the following potential hazards:

- a. Engulfment.
- b. Presence of toxic gases - equal to or more than 10 ppm hydrogen sulfide measured as an 8-hour time-weighted average. If the presence of other toxic contaminants is suspected, specific monitoring programs will be developed.
- c. Presence of explosive/flammable gases - equal to or greater than 10% of the lower flammable limit (LFL).
- d. Oxygen deficiency - a concentration of oxygen in the atmosphere less than 19.5% by volume.

7.3.5 Site Protection

Survey the surrounding area to avoid hazards such as drifting vapors from tanks, piping or sewers. Set up pedestrian, vehicle or other barriers as necessary to protect entrants and attendants from external hazards.

7.3.6 Confined Space Atmosphere Testing

Use the oxygen/gas monitor to test the confined space atmosphere to determine if dangerous air contamination and/or oxygen deficiency exists. Testing shall be performed by the attendant who has successfully completed the gas detector training for the monitor being used. The minimum parameters to be monitored are oxygen deficiency, LFL and hydrogen sulfide concentration. Compare the reading to the pre-entry test results. If the atmosphere test indicates a hazardous atmosphere and/or oxygen deficiency, **DO NOT ENTER THE CONFINED SPACE**. Report this information to the District Supervisor that issued the permit.

7.3.7 Protective Equipment

The authorized entrant shall use the personal protective equipment (PPE) as required, such as including face and eye protection, face shield, other forms of barrier protection, such as gloves and coveralls, hard hats, gloves, etc. and the retrieval system detailed in Section 7.3.8.

7.3.8 Retrieval System

The authorized entrant shall use a chest or full body harness with a retrieval line attached at the center of the entrant's back near shoulder level, above the entrant's head, or at another point which presents a profile small enough for the successful removal of the entrant. The other end of the retrieval line shall be attached to a mechanical lifting device such as a tripod or an electric or manual winch. The lifting device should have a check device to prevent free-fall of the entry person. A secondary retrieval line, a rope or manual winch, shall also be attached to the harness for manual retrieval if necessary.

7.3.9 Entering the Confined Space

Continue to monitor the air quality in the confined space using the oxygen/gas detector. Test cell phone to verify communications. Put on safety harness and protective equipment, and attach harness to winch and safety rope. Enter the confined space with **CAUTION**.

7.3.10 Monitoring

At all times when a person is in a confined space, at least one person must remain at the confined space entrance and continuously observe the person in the confined space. If the oxygen/gas monitor alarm sounds, remove the person from the confined space **IMMEDIATELY**. If the person in the confined space exhibits any sign of distress (dizziness, trouble in breathing or working, etc.) contact the emergency response team by calling 911, and proceed with non-entry

rescue. Do not enter the confined space. Administer first aid if needed and if you are properly trained to do so. Notify the supervisor or Sanitary District office as soon as possible (630/969-0664).

7.3.11 Completion

Following the completion of the confined space work, close off the permit space and cancel the Confined Space Entry Permit. Permits for entry of the sewer system shall be returned to the District office. Permits for entry at the wastewater treatment plant shall be returned to the plant office. Cancelled Confined Space Entry Permits shall be kept on file for one year from the date of issue.

7.4 Procedure Review

If the DGSD has reason to believe that the measures taken under the permit space program may not protect employees, the entry procedures must be reviewed. If necessary, the program shall be revised to correct deficiencies found to exist before subsequent entries are authorized. Examples of circumstances requiring the review of the permit space program are:

- Any unauthorized entry of a permit space
- Detection of a permit space hazard not covered by the permit
- Detection of a condition prohibited by the permit
- Occurrence of an injury or near-miss during entry
- Change in the use or configuration of a permit space
- Employee complaints about the effectiveness of the program

The cancelled Confined Space Entry Permits shall be reviewed periodically to ensure that the permits were properly completed, no unexpected hazards were encountered and, if so, that they were properly controlled, and to ensure that all employees used as entry supervisors, attendants or entrants have been trained. As necessary, the program shall be revised to ensure that employees participating in entry operations are protected from confined space hazards.

8. LIFT STATION ENTRY

8.1 Policy

The following DGSD policy must be observed by any individual who is entering a sanitary lift station. The sanitary lift stations have been identified as confined spaces, which have been made safe for entry by the use of continuous forced air ventilation.

FAILURE TO COMPLY WITH THESE PROCEDURES WILL RESULT IN DISCIPLINARY ACTION, WHICH MAY INCLUDE DISMISSAL.

All employees should be aware that certain confined spaces have potential of causing death. Use extreme caution when working within these areas.

8.2 Procedures

8.2.1 If a person must enter the lift station without assistance, the supervisor should be contacted prior to entry. Upon exiting the lift station, the entry person shall contact the supervisor.

8.2.2 Prior to entry, the entry person shall check that the ventilation system is functioning within the lift station. This will typically be done by a sound check. If the ventilation system is not functioning, the permit-required confined space policy shall be followed.

8.2.3 Before entering an underground lift station, the confined space atmosphere shall be tested to determine whether dangerous air contamination and/or oxygen deficiency exists. A direct reading gas monitor shall be used. The minimum parameters to be monitored are oxygen deficiency, LFL, and hydrogen sulfide concentration.

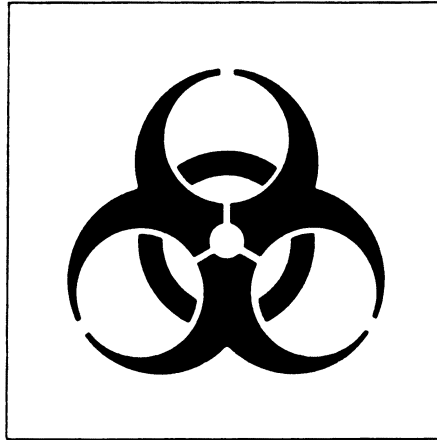
8.2.4 If the atmosphere tests indicate a hazardous atmosphere in the lift station, DO NOT ENTER THE CONFINED SPACE. Report this information to the DGSD supervisor. Entry shall not begin until testing has demonstrated that the hazardous atmosphere has been eliminated. Once the hazardous atmosphere has been eliminated, entry shall be under the permit required policy until it has been established that the ventilation system is functioning properly.

8.2.5 The air quality should be continuously monitored during the duration of the visit. If the alarm sounds, the entry person shall immediately leave the station and notify a District Supervisor.

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(ii) The symbol design for biological hazard tags shall conform to the design shown below:



Biological Hazard Symbol Configuration.

BIOLOGICAL HAZARD SYMBOL CONFIGURATION

(9) *Other tags.* Other tags may be used in addition to those required by this paragraph (f), or in other situations where this paragraph (f) does not require tags, provided that they do not detract from the impact or visibility of the signal word and major message of any required tag.

APPENDIXES TO § 1910.145(f), ACCIDENT PREVENTION TAGS

APPENDIX A TO § 1910.145(f)—RECOMMENDED COLOR CODING

While the standard does not specifically mandate colors to be used on accident prevention tags, the following color scheme is recommended by OSHA for meeting the requirements of this section:

“DANGER”—Red, or predominantly red, with lettering or symbols in a contrasting color.

“CAUTION”—Yellow, or predominantly yellow, with lettering or symbols in a contrasting color.

“WARNING”—Orange, or predominantly orange, with lettering or symbols in a contrasting color.

“BIOLOGICAL HAZARD”—Fluorescent orange or orange-red, or predominantly so, with lettering or symbols in a contrasting color.

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APPENDIX B TO § 1910.145(f)—REFERENCES FOR FURTHER INFORMATION

The following references provide information which can be helpful in understanding the requirements contained in various sections of the standard:

1. Bresnahan, Thomas F., and Bryk, Joseph, “The Hazard Association Values of Accident Prevention Signs”, *Journal of American Society of Safety Engineers*, January 1975.
2. Dreyfuss, H., *Symbol Sourcebook*, McGraw Hill; New York, NY, 1972.
3. Glass, R.A. and others, *Some Criteria for Colors and Signs in Workplaces*, National Bureau of Standards, Washington DC, 1983.
4. *Graphic Symbols for Public Areas and Occupational Environments*, Treasury Board of Canada, Ottawa, Canada, July 1980.
5. Howett, G.L., *Size of Letters Required for Visibility as a Function of Viewing Distance and Observer Acuity*, National Bureau of Standards, Washington DC, July 1983.
6. Lerner, N.D. and Collins, B.L., *The Assessment of Safety Symbol Understandability by Different Testing Methods*, National Bureau of Standards, Washington DC, 1980.
7. Lerner, N.D. and Collins, B.L., *Workplace Safety Symbols*, National Bureau of Standards, Washington DC, 1980.
8. Modley, R. and Meyers, W.R., *Handbook of Pictorial Symbols*, Dover Publication, New York, NY, 1976.
9. *Product Safety Signs and Labels*, FMC Corporation, Santa Clara, CA, 1978.
10. *Safety Color Coding for Marking Physical Hazards*, Z53.1, American National Standards Institute, New York, NY, 1979.
11. *Signs and Symbols for the Occupational Environment*, Can. 3-Z-321-77, Canadian Standards Association, Ottawa, September 1977.
12. *Symbols for Industrial Safety*, National Bureau of Standards, Washington DC, April 1982.
13. *Symbol Signs*, U.S. Department of Transportation, Washington DC, November 1974.

[39 FR 23502, June 27, 1974, as amended at 43 FR 49749, Oct. 24, 1978; 43 FR 51759, Nov. 7, 1978; 49 FR 5322, Feb. 10, 1984; 51 FR 33260, Sept. 19, 1986; 61 FR 9239, Mar. 7, 1996]

§ 1910.146 Permit-required confined spaces.

(a) *Scope and application.* This section contains requirements for practices and procedures to protect employees in general industry from the hazards of entry into permit-required confined spaces. This section does not apply to agriculture, to construction, or to shipyard employment (Parts 1928, 1926, and 1915 of this chapter, respectively).

(b) *Definitions.*

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Acceptable entry conditions means the conditions that must exist in a permit space to allow entry and to ensure that employees involved with a permit-required confined space entry can safely enter into and work within the space.

Attendant means an individual stationed outside one or more permit spaces who monitors the authorized entrants and who performs all attendant's duties assigned in the employer's permit space program.

Authorized entrant means an employee who is authorized by the employer to enter a permit space.

Blanking or blinding means the absolute closure of a pipe, line, or duct by the fastening of a solid plate (such as a spectacle blind or a skillet blind) that completely covers the bore and that is capable of withstanding the maximum pressure of the pipe, line, or duct with no leakage beyond the plate.

Confined space means a space that:

(1) Is large enough and so configured that an employee can bodily enter and perform assigned work; and

(2) Has limited or restricted means for entry or exit (for example, tanks, vessels, silos, storage bins, hoppers, vaults, and pits are spaces that may have limited means of entry.); and

(3) Is not designed for continuous employee occupancy.

Double block and bleed means the closure of a line, duct, or pipe by closing and locking or tagging two in-line valves and by opening and locking or tagging a drain or vent valve in the line between the two closed valves.

Emergency means any occurrence (including any failure of hazard control or monitoring equipment) or event internal or external to the permit space that could endanger entrants.

Engulfment means the surrounding and effective capture of a person by a liquid or finely divided (flowable) solid substance that can be aspirated to cause death by filling or plugging the respiratory system or that can exert enough force on the body to cause death by strangulation, constriction, or crushing.

Entry means the action by which a person passes through an opening into a permit-required confined space. Entry includes ensuing work activities in that space and is considered to have

occurred as soon as any part of the entrant's body breaks the plane of an opening into the space.

Entry permit (permit) means the written or printed document that is provided by the employer to allow and control entry into a permit space and that contains the information specified in paragraph (f) of this section.

Entry supervisor means the person (such as the employer, foreman, or crew chief) responsible for determining if acceptable entry conditions are present at a permit space where entry is planned, for authorizing entry and overseeing entry operations, and for terminating entry as required by this section.

NOTE: An entry supervisor also may serve as an attendant or as an authorized entrant, as long as that person is trained and equipped as required by this section for each role he or she fills. Also, the duties of entry supervisor may be passed from one individual to another during the course of an entry operation.

Hazardous atmosphere means an atmosphere that may expose employees to the risk of death, incapacitation, impairment of ability to self-rescue (that is, escape unaided from a permit space), injury, or acute illness from one or more of the following causes:

(1) Flammable gas, vapor, or mist in excess of 10 percent of its lower flammable limit (LFL);

(2) Airborne combustible dust at a concentration that meets or exceeds its LFL;

NOTE: This concentration may be approximated as a condition in which the dust obscures vision at a distance of 5 feet (1.52 m) or less.

(3) Atmospheric oxygen concentration below 19.5 percent or above 23.5 percent;

(4) Atmospheric concentration of any substance for which a dose or a permissible exposure limit is published in Subpart G, *Occupational Health and Environmental Control*, or in Subpart Z, *Toxic and Hazardous Substances*, of this part and which could result in employee exposure in excess of its dose or permissible exposure limit;

NOTE: An atmospheric concentration of any substance that is not capable of causing death, incapacitation, impairment of ability to self-rescue, injury, or acute illness due to its health effects is not covered by this provision.

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(5) Any other atmospheric condition that is immediately dangerous to life or health.

NOTE: For air contaminants for which OSHA has not determined a dose or permissible exposure limit, other sources of information, such as Material Safety Data Sheets that comply with the Hazard Communication Standard, §1910.1200 of this part, published information, and internal documents can provide guidance in establishing acceptable atmospheric conditions.

Hot work permit means the employer's written authorization to perform operations (for example, riveting, welding, cutting, burning, and heating) capable of providing a source of ignition.

Immediately dangerous to life or health (IDLH) means any condition that poses an immediate or delayed threat to life or that would cause irreversible adverse health effects or that would interfere with an individual's ability to escape unaided from a permit space.

NOTE: Some materials—hydrogen fluoride gas and cadmium vapor, for example—may produce immediate transient effects that, even if severe, may pass without medical attention, but are followed by sudden, possibly fatal collapse 12–72 hours after exposure. The victim “feels normal” from recovery from transient effects until collapse. Such materials in hazardous quantities are considered to be “immediately” dangerous to life or health.

Inerting means the displacement of the atmosphere in a permit space by a noncombustible gas (such as nitrogen) to such an extent that the resulting atmosphere is noncombustible.

NOTE: This procedure produces an IDLH oxygen-deficient atmosphere.

Isolation means the process by which a permit space is removed from service and completely protected against the release of energy and material into the space by such means as: blanking or blinding; misaligning or removing sections of lines, pipes, or ducts; a double block and bleed system; lockout or tagout of all sources of energy; or blocking or disconnecting all mechanical linkages.

Line breaking means the intentional opening of a pipe, line, or duct that is or has been carrying flammable, corrosive, or toxic material, an inert gas, or any fluid at a volume, pressure, or temperature capable of causing injury.

Non-permit confined space means a confined space that does not contain or, with respect to atmospheric hazards, have the potential to contain any hazard capable of causing death or serious physical harm.

Oxygen deficient atmosphere means an atmosphere containing less than 19.5 percent oxygen by volume.

Oxygen enriched atmosphere means an atmosphere containing more than 23.5 percent oxygen by volume.

Permit-required confined space (permit space) means a confined space that has one or more of the following characteristics:

- (1) Contains or has a potential to contain a hazardous atmosphere;
- (2) Contains a material that has the potential for engulfing an entrant;
- (3) Has an internal configuration such that an entrant could be trapped or asphyxiated by inwardly converging walls or by a floor which slopes downward and tapers to a smaller cross-section; or
- (4) Contains any other recognized serious safety or health hazard.

Permit-required confined space program (permit space program) means the employer's overall program for controlling, and, where appropriate, for protecting employees from, permit space hazards and for regulating employee entry into permit spaces.

Permit system means the employer's written procedure for preparing and issuing permits for entry and for returning the permit space to service following termination of entry.

Prohibited condition means any condition in a permit space that is not allowed by the permit during the period when entry is authorized.

Rescue service means the personnel designated to rescue employees from permit spaces.

Retrieval system means the equipment (including a retrieval line, chest or full-body harness, wristlets, if appropriate, and a lifting device or anchor) used for non-entry rescue of persons from permit spaces.

Testing means the process by which the hazards that may confront entrants of a permit space are identified and evaluated. Testing includes specifying the tests that are to be performed in the permit space.

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NOTE: Testing enables employers both to devise and implement adequate control measures for the protection of authorized entrants and to determine if acceptable entry conditions are present immediately prior to, and during, entry.

(c) *General requirements.* (1) The employer shall evaluate the workplace to determine if any spaces are permit-required confined spaces.

NOTE: Proper application of the decision flow chart in appendix A to § 1910.146 would facilitate compliance with this requirement.

(2) If the workplace contains permit spaces, the employer shall inform exposed employees, by posting danger signs or by any other equally effective means, of the existence and location of and the danger posed by the permit spaces.

NOTE: A sign reading "DANGER—PERMIT-REQUIRED CONFINED SPACE, DO NOT ENTER" or using other similar language would satisfy the requirement for a sign.

(3) If the employer decides that its employees will not enter permit spaces, the employer shall take effective measures to prevent its employees from entering the permit spaces and shall comply with paragraphs (c)(1), (c)(2), (c)(6), and (c)(8) of this section.

(4) If the employer decides that its employees will enter permit spaces, the employer shall develop and implement a written permit space program that complies with this section. The written program shall be available for inspection by employees and their authorized representatives.

(5) An employer may use the alternate procedures specified in paragraph (c)(5)(ii) of this section for entering a permit space under the conditions set forth in paragraph (c)(5)(i) of this section.

(i) An employer whose employees enter a permit space need not comply with paragraphs (d) through (f) and (h) through (k) of this section, provided that:

(A) The employer can demonstrate that the only hazard posed by the permit space is an actual or potential hazardous atmosphere;

(B) The employer can demonstrate that continuous forced air ventilation alone is sufficient to maintain that permit space safe for entry;

(C) The employer develops monitoring and inspection data that supports the demonstrations required by paragraphs (c)(5)(i)(A) and (c)(5)(i)(B) of this section;

(D) If an initial entry of the permit space is necessary to obtain the data required by paragraph (c)(5)(i)(C) of this section, the entry is performed in compliance with paragraphs (d) through (k) of this section;

(E) The determinations and supporting data required by paragraphs (c)(5)(i)(A), (c)(5)(i)(B), and (c)(5)(i)(C) of this section are documented by the employer and are made available to each employee who enters the permit space under the terms of paragraph (c)(5) of this section or to that employee's authorized representative; and

(F) Entry into the permit space under the terms of paragraph (c)(5)(i) of this section is performed in accordance with the requirements of paragraph (c)(5)(ii) of this section.

NOTE: See paragraph (c)(7) of this section for reclassification of a permit space after all hazards within the space have been eliminated.

(ii) The following requirements apply to entry into permit spaces that meet the conditions set forth in paragraph (c)(5)(i) of this section.

(A) Any conditions making it unsafe to remove an entrance cover shall be eliminated before the cover is removed.

(B) When entrance covers are removed, the opening shall be promptly guarded by a railing, temporary cover, or other temporary barrier that will prevent an accidental fall through the opening and that will protect each employee working in the space from foreign objects entering the space.

(C) Before an employee enters the space, the internal atmosphere shall be tested, with a calibrated direct-reading instrument, for oxygen content, for flammable gases and vapors, and for potential toxic air contaminants, in that order. Any employee who enters the space, or that employee's authorized representative, shall be provided an opportunity to observe the pre-entry testing required by this paragraph.

(D) There may be no hazardous atmosphere within the space whenever any employee is inside the space.

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(E) Continuous forced air ventilation shall be used, as follows:

(1) An employee may not enter the space until the forced air ventilation has eliminated any hazardous atmosphere;

(2) The forced air ventilation shall be so directed as to ventilate the immediate areas where an employee is or will be present within the space and shall continue until all employees have left the space;

(3) The air supply for the forced air ventilation shall be from a clean source and may not increase the hazards in the space.

(F) The atmosphere within the space shall be periodically tested as necessary to ensure that the continuous forced air ventilation is preventing the accumulation of a hazardous atmosphere. Any employee who enters the space, or that employee's authorized representative, shall be provided with an opportunity to observe the periodic testing required by this paragraph.

(G) If a hazardous atmosphere is detected during entry:

(1) Each employee shall leave the space immediately;

(2) The space shall be evaluated to determine how the hazardous atmosphere developed; and

(3) Measures shall be implemented to protect employees from the hazardous atmosphere before any subsequent entry takes place.

(H) The employer shall verify that the space is safe for entry and that the pre-entry measures required by paragraph (c)(5)(ii) of this section have been taken, through a written certification that contains the date, the location of the space, and the signature of the person providing the certification. The certification shall be made before entry and shall be made available to each employee entering the space or to that employee's authorized representative.

(6) When there are changes in the use or configuration of a non-permit confined space that might increase the hazards to entrants, the employer shall reevaluate that space and, if necessary, reclassify it as a permit-required confined space.

(7) A space classified by the employer as a permit-required confined space

may be reclassified as a non-permit confined space under the following procedures:

(i) If the permit space poses no actual or potential atmospheric hazards and if all hazards within the space are eliminated without entry into the space, the permit space may be reclassified as a non-permit confined space for as long as the non-atmospheric hazards remain eliminated.

(ii) If it is necessary to enter the permit space to eliminate hazards, such entry shall be performed under paragraphs (d) through (k) of this section. If testing and inspection during that entry demonstrate that the hazards within the permit space have been eliminated, the permit space may be reclassified as a non-permit confined space for as long as the hazards remain eliminated.

NOTE: Control of atmospheric hazards through forced air ventilation does not constitute elimination of the hazards. Paragraph (c)(5) covers permit space entry where the employer can demonstrate that forced air ventilation alone will control all hazards in the space.

(iii) The employer shall document the basis for determining that all hazards in a permit space have been eliminated, through a certification that contains the date, the location of the space, and the signature of the person making the determination. The certification shall be made available to each employee entering the space or to that employee's authorized representative.

(iv) If hazards arise within a permit space that has been declassified to a non-permit space under paragraph (c)(7) of this section, each employee in the space shall exit the space. The employer shall then reevaluate the space and determine whether it must be reclassified as a permit space, in accordance with other applicable provisions of this section.

(8) When an employer (host employer) arranges to have employees of another employer (contractor) perform work that involves permit space entry, the host employer shall:

(i) Inform the contractor that the workplace contains permit spaces and that permit space entry is allowed only through compliance with a permit

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space program meeting the requirements of this section;

(ii) Apprise the contractor of the elements, including the hazards identified and the host employer's experience with the space, that make the space in question a permit space;

(iii) Apprise the contractor of any precautions or procedures that the host employer has implemented for the protection of employees in or near permit spaces where contractor personnel will be working;

(iv) Coordinate entry operations with the contractor, when both host employer personnel and contractor personnel will be working in or near permit spaces, as required by paragraph (d)(11) of this section; and

(v) Debrief the contractor at the conclusion of the entry operations regarding the permit space program followed and regarding any hazards confronted or created in permit spaces during entry operations.

(9) In addition to complying with the permit space requirements that apply to all employers, each contractor who is retained to perform permit space entry operations shall:

(i) Obtain any available information regarding permit space hazards and entry operations from the host employer;

(ii) Coordinate entry operations with the host employer, when both host employer personnel and contractor personnel will be working in or near permit spaces, as required by paragraph (d)(11) of this section; and

(iii) Inform the host employer of the permit space program that the contractor will follow and of any hazards confronted or created in permit spaces, either through a debriefing or during the entry operation.

(d) *Permit-required confined space program* (permit space program). Under the permit space program required by paragraph (c)(4) of this section, the employer shall:

(1) Implement the measures necessary to prevent unauthorized entry;

(2) Identify and evaluate the hazards of permit spaces before employees enter them;

(3) Develop and implement the means, procedures, and practices necessary for safe permit space entry oper-

ations, including, but not limited to, the following:

(i) Specifying acceptable entry conditions;

(ii) Providing each authorized entrant or that employee's authorized representative with the opportunity to observe any monitoring or testing of permit spaces;

(iii) Isolating the permit space;

(iv) Purging, inerting, flushing, or ventilating the permit space as necessary to eliminate or control atmospheric hazards;

(v) Providing pedestrian, vehicle, or other barriers as necessary to protect entrants from external hazards; and

(vi) Verifying that conditions in the permit space are acceptable for entry throughout the duration of an authorized entry.

(4) Provide the following equipment (specified in paragraphs (d)(4)(i) through (d)(4)(ix) of this section) at no cost to employees, maintain that equipment properly, and ensure that employees use that equipment properly:

(i) Testing and monitoring equipment needed to comply with paragraph (d)(5) of this section;

(ii) Ventilating equipment needed to obtain acceptable entry conditions;

(iii) Communications equipment necessary for compliance with paragraphs (h)(3) and (i)(5) of this section;

(iv) Personal protective equipment insofar as feasible engineering and work practice controls do not adequately protect employees;

(v) Lighting equipment needed to enable employees to see well enough to work safely and to exit the space quickly in an emergency;

(vi) Barriers and shields as required by paragraph (d)(3)(iv) of this section;

(vii) Equipment, such as ladders, needed for safe ingress and egress by authorized entrants;

(viii) Rescue and emergency equipment needed to comply with paragraph (d)(9) of this section, except to the extent that the equipment is provided by rescue services; and

(ix) Any other equipment necessary for safe entry into and rescue from permit spaces.

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(5) Evaluate permit space conditions as follows when entry operations are conducted:

(i) Test conditions in the permit space to determine if acceptable entry conditions exist before entry is authorized to begin, except that, if isolation of the space is infeasible because the space is large or is part of a continuous system (such as a sewer), pre-entry testing shall be performed to the extent feasible before entry is authorized and, if entry is authorized, entry conditions shall be continuously monitored in the areas where authorized entrants are working;

(ii) Test or monitor the permit space as necessary to determine if acceptable entry conditions are being maintained during the course of entry operations; and

(iii) When testing for atmospheric hazards, test first for oxygen, then for combustible gases and vapors, and then for toxic gases and vapors.

(iv) Provide each authorized entrant or that employee's authorized representative an opportunity to observe the pre-entry and any subsequent testing or monitoring of permit spaces;

(v) Reevaluate the permit space in the presence of any authorized entrant or that employee's authorized representative who requests that the employer conduct such reevaluation because the entrant or representative has reason to believe that the evaluation of that space may not have been adequate;

(vi) Immediately provide each authorized entrant or that employee's authorized representative with the results of any testing conducted in accord with paragraph (d) of this section.

NOTE: Atmospheric testing conducted in accordance with appendix B to §1910.146 would be considered as satisfying the requirements of this paragraph. For permit space operations in sewers, atmospheric testing conducted in accordance with appendix B, as supplemented by appendix E to §1910.146, would be considered as satisfying the requirements of this paragraph.

(6) Provide at least one attendant outside the permit space into which entry is authorized for the duration of entry operations;

NOTE: Attendants may be assigned to monitor more than one permit space provided the

duties described in paragraph (i) of this section can be effectively performed for each permit space that is monitored. Likewise, attendants may be stationed at any location outside the permit space to be monitored as long as the duties described in paragraph (i) of this section can be effectively performed for each permit space that is monitored.

(7) If multiple spaces are to be monitored by a single attendant, include in the permit program the means and procedures to enable the attendant to respond to an emergency affecting one or more of the permit spaces being monitored without distraction from the attendant's responsibilities under paragraph (i) of this section;

(8) Designate the persons who are to have active roles (as, for example, authorized entrants, attendants, entry supervisors, or persons who test or monitor the atmosphere in a permit space) in entry operations, identify the duties of each such employee, and provide each such employee with the training required by paragraph (g) of this section;

(9) Develop and implement procedures for summoning rescue and emergency services, for rescuing entrants from permit spaces, for providing necessary emergency services to rescued employees, and for preventing unauthorized personnel from attempting a rescue;

(10) Develop and implement a system for the preparation, issuance, use, and cancellation of entry permits as required by this section;

(11) Develop and implement procedures to coordinate entry operations when employees of more than one employer are working simultaneously as authorized entrants in a permit space, so that employees of one employer do not endanger the employees of any other employer;

(12) Develop and implement procedures (such as closing off a permit space and canceling the permit) necessary for concluding the entry after entry operations have been completed;

(13) Review entry operations when the employer has reason to believe that the measures taken under the permit space program may not protect employees and revise the program to correct deficiencies found to exist before subsequent entries are authorized; and

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NOTE: Examples of circumstances requiring the review of the permit space program are: any unauthorized entry of a permit space, the detection of a permit space hazard not covered by the permit, the detection of a condition prohibited by the permit, the occurrence of an injury or near-miss during entry, a change in the use or configuration of a permit space, and employee complaints about the effectiveness of the program.

(14) Review the permit space program, using the canceled permits retained under paragraph (e)(6) of this section within 1 year after each entry and revise the program as necessary, to ensure that employees participating in entry operations are protected from permit space hazards.

NOTE: Employers may perform a single annual review covering all entries performed during a 12-month period. If no entry is performed during a 12-month period, no review is necessary.

Appendix C to § 1910.146 presents examples of permit space programs that are considered to comply with the requirements of paragraph (d) of this section.

(e) *Permit system.* (1) Before entry is authorized, the employer shall document the completion of measures required by paragraph (d)(3) of this section by preparing an entry permit.

NOTE: Appendix D to § 1910.146 presents examples of permits whose elements are considered to comply with the requirements of this section.

(2) Before entry begins, the entry supervisor identified on the permit shall sign the entry permit to authorize entry.

(3) The completed permit shall be made available at the time of entry to all authorized entrants or their authorized representatives, by posting it at the entry portal or by any other equally effective means, so that the entrants can confirm that pre-entry preparations have been completed.

(4) The duration of the permit may not exceed the time required to complete the assigned task or job identified on the permit in accordance with paragraph (f)(2) of this section.

(5) The entry supervisor shall terminate entry and cancel the entry permit when:

(i) The entry operations covered by the entry permit have been completed; or

(ii) A condition that is not allowed under the entry permit arises in or near the permit space.

(6) The employer shall retain each canceled entry permit for at least 1 year to facilitate the review of the permit-required confined space program required by paragraph (d)(14) of this section. Any problems encountered during an entry operation shall be noted on the pertinent permit so that appropriate revisions to the permit space program can be made.

(f) *Entry permit.* The entry permit that documents compliance with this section and authorizes entry to a permit space shall identify:

- (1) The permit space to be entered;
- (2) The purpose of the entry;
- (3) The date and the authorized duration of the entry permit;
- (4) The authorized entrants within the permit space, by name or by such other means (for example, through the use of rosters or tracking systems) as will enable the attendant to determine quickly and accurately, for the duration of the permit, which authorized entrants are inside the permit space;

NOTE: This requirement may be met by inserting a reference on the entry permit as to the means used, such as a roster or tracking system, to keep track of the authorized entrants within the permit space.

(5) The personnel, by name, currently serving as attendants;

(6) The individual, by name, currently serving as entry supervisor, with a space for the signature or initials of the entry supervisor who originally authorized entry;

(7) The hazards of the permit space to be entered;

(8) The measures used to isolate the permit space and to eliminate or control permit space hazards before entry;

NOTE: Those measures can include the lockout or tagging of equipment and procedures for purging, inerting, ventilating, and flushing permit spaces.

(9) The acceptable entry conditions;

(10) The results of initial and periodic tests performed under paragraph (d)(5) of this section, accompanied by the names or initials of the testers and by an indication of when the tests were performed;

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(11) The rescue and emergency services that can be summoned and the means (such as the equipment to use and the numbers to call) for summoning those services;

(12) The communication procedures used by authorized entrants and attendants to maintain contact during the entry;

(13) Equipment, such as personal protective equipment, testing equipment, communications equipment, alarm systems, and rescue equipment, to be provided for compliance with this section;

(14) Any other information whose inclusion is necessary, given the circumstances of the particular confined space, in order to ensure employee safety; and

(15) Any additional permits, such as for hot work, that have been issued to authorize work in the permit space.

(g) *Training.* (1) The employer shall provide training so that all employees whose work is regulated by this section acquire the understanding, knowledge, and skills necessary for the safe performance of the duties assigned under this section.

(2) Training shall be provided to each affected employee:

(i) Before the employee is first assigned duties under this section;

(ii) Before there is a change in assigned duties;

(iii) Whenever there is a change in permit space operations that presents a hazard about which an employee has not previously been trained;

(iv) Whenever the employer has reason to believe either that there are deviations from the permit space entry procedures required by paragraph (d)(3) of this section or that there are inadequacies in the employee's knowledge or use of these procedures.

(3) The training shall establish employee proficiency in the duties required by this section and shall introduce new or revised procedures, as necessary, for compliance with this section.

(4) The employer shall certify that the training required by paragraphs (g)(1) through (g)(3) of this section has been accomplished. The certification shall contain each employee's name, the signatures or initials of the trainers, and the dates of training. The cer-

tification shall be available for inspection by employees and their authorized representatives.

(h) *Duties of authorized entrants.* The employer shall ensure that all authorized entrants:

(1) Know the hazards that may be faced during entry, including information on the mode, signs or symptoms, and consequences of the exposure;

(2) Properly use equipment as required by paragraph (d)(4) of this section;

(3) Communicate with the attendant as necessary to enable the attendant to monitor entrant status and to enable the attendant to alert entrants of the need to evacuate the space as required by paragraph (i)(6) of this section;

(4) Alert the attendant whenever:

(i) The entrant recognizes any warning sign or symptom of exposure to a dangerous situation, or

(ii) The entrant detects a prohibited condition; and

(5) Exit from the permit space as quickly as possible whenever:

(i) An order to evacuate is given by the attendant or the entry supervisor,

(ii) The entrant recognizes any warning sign or symptom of exposure to a dangerous situation,

(iii) The entrant detects a prohibited condition, or

(iv) An evacuation alarm is activated.

(i) *Duties of attendants.* The employer shall ensure that each attendant:

(1) Knows the hazards that may be faced during entry, including information on the mode, signs or symptoms, and consequences of the exposure;

(2) Is aware of possible behavioral effects of hazard exposure in authorized entrants;

(3) Continuously maintains an accurate count of authorized entrants in the permit space and ensures that the means used to identify authorized entrants under paragraph (f)(4) of this section accurately identifies who is in the permit space;

(4) Remains outside the permit space during entry operations until relieved by another attendant;

NOTE: When the employer's permit entry program allows attendant entry for rescue, attendants may enter a permit space to attempt a rescue if they have been trained and

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equipped for rescue operations as required by paragraph (k)(1) of this section and if they have been relieved as required by paragraph (i)(4) of this section.

(5) Communicates with authorized entrants as necessary to monitor entrant status and to alert entrants of the need to evacuate the space under paragraph (i)(6) of this section;

(6) Monitors activities inside and outside the space to determine if it is safe for entrants to remain in the space and orders the authorized entrants to evacuate the permit space immediately under any of the following conditions;

(i) If the attendant detects a prohibited condition;

(ii) If the attendant detects the behavioral effects of hazard exposure in an authorized entrant;

(iii) If the attendant detects a situation outside the space that could endanger the authorized entrants; or

(iv) If the attendant cannot effectively and safely perform all the duties required under paragraph (i) of this section;

(7) Summon rescue and other emergency services as soon as the attendant determines that authorized entrants may need assistance to escape from permit space hazards;

(8) Takes the following actions when unauthorized persons approach or enter a permit space while entry is underway:

(i) Warn the unauthorized persons that they must stay away from the permit space;

(ii) Advise the unauthorized persons that they must exit immediately if they have entered the permit space; and

(iii) Inform the authorized entrants and the entry supervisor if unauthorized persons have entered the permit space;

(9) Performs non-entry rescues as specified by the employer's rescue procedure; and

(10) Performs no duties that might interfere with the attendant's primary duty to monitor and protect the authorized entrants.

(j) *Duties of entry supervisors.* The employer shall ensure that each entry supervisor:

(1) Knows the hazards that may be faced during entry, including informa-

tion on the mode, signs or symptoms, and consequences of the exposure;

(2) Verifies, by checking that the appropriate entries have been made on the permit, that all tests specified by the permit have been conducted and that all procedures and equipment specified by the permit are in place before endorsing the permit and allowing entry to begin;

(3) Terminates the entry and cancels the permit as required by paragraph (e)(5) of this section;

(4) Verifies that rescue services are available and that the means for summoning them are operable;

(5) Removes unauthorized individuals who enter or who attempt to enter the permit space during entry operations; and

(6) Determines, whenever responsibility for a permit space entry operation is transferred and at intervals dictated by the hazards and operations performed within the space, that entry operations remain consistent with terms of the entry permit and that acceptable entry conditions are maintained.

(k) *Rescue and emergency services.* (1) An employer who designates rescue and emergency services, pursuant to paragraph (d)(9) of this section, shall:

(i) Evaluate a prospective rescuer's ability to respond to a rescue summons in a timely manner, considering the hazard(s) identified;

NOTE TO PARAGRAPH (k)(1)(i): What will be considered timely will vary according to the specific hazards involved in each entry. For example, §1910.134, Respiratory Protection, requires that employers provide a standby person or persons capable of immediate action to rescue employee(s) wearing respiratory protection while in work areas defined as IDLH atmospheres.

(ii) Evaluate a prospective rescue service's ability, in terms of proficiency with rescue-related tasks and equipment, to function appropriately while rescuing entrants from the particular permit space or types of permit spaces identified;

(iii) Select a rescue team or service from those evaluated that:

(A) Has the capability to reach the victim(s) within a time frame that is appropriate for the permit space hazard(s) identified;

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(B) Is equipped for and proficient in performing the needed rescue services;

(iv) Inform each rescue team or service of the hazards they may confront when called on to perform rescue at the site; and

(v) Provide the rescue team or service selected with access to all permit spaces from which rescue may be necessary so that the rescue service can develop appropriate rescue plans and practice rescue operations.

NOTE TO PARAGRAPH (k)(1): Non-mandatory appendix F contains examples of criteria which employers can use in evaluating prospective rescuers as required by paragraph (k)(1) of this section.

(2) An employer whose employees have been designated to provide permit space rescue and emergency services shall take the following measures:

(i) Provide affected employees with the personal protective equipment (PPE) needed to conduct permit space rescues safely and train affected employees so they are proficient in the use of that PPE, at no cost to those employees;

(ii) Train affected employees to perform assigned rescue duties. The employer must ensure that such employees successfully complete the training required to establish proficiency as an authorized entrant, as provided by paragraphs (g) and (h) of this section;

(iii) Train affected employees in basic first-aid and cardiopulmonary resuscitation (CPR). The employer shall ensure that at least one member of the rescue team or service holding a current certification in first aid and CPR is available; and

(iv) Ensure that affected employees practice making permit space rescues at least once every 12 months, by means of simulated rescue operations in which they remove dummies, manikins, or actual persons from the actual permit spaces or from representative permit spaces. Representative permit spaces shall, with respect to opening size, configuration, and accessibility, simulate the types of permit spaces from which rescue is to be performed.

(3) To facilitate non-entry rescue, retrieval systems or methods shall be used whenever an authorized entrant enters a permit space, unless the retrieval equipment would increase the

overall risk of entry or would not contribute to the rescue of the entrant. Retrieval systems shall meet the following requirements.

(i) Each authorized entrant shall use a chest or full body harness, with a retrieval line attached at the center of the entrant's back near shoulder level, above the entrant's head, or at another point which the employer can establish presents a profile small enough for the successful removal of the entrant. Wristlets may be used in lieu of the chest or full body harness if the employer can demonstrate that the use of a chest or full body harness is infeasible or creates a greater hazard and that the use of wristlets is the safest and most effective alternative.

(ii) The other end of the retrieval line shall be attached to a mechanical device or fixed point outside the permit space in such a manner that rescue can begin as soon as the rescuer becomes aware that rescue is necessary. A mechanical device shall be available to retrieve personnel from vertical type permit spaces more than 5 feet (1.52 m) deep.

(4) If an injured entrant is exposed to a substance for which a Material Safety Data Sheet (MSDS) or other similar written information is required to be kept at the worksite, that MSDS or written information shall be made available to the medical facility treating the exposed entrant.

(1) *Employee participation.* (1) Employers shall consult with affected employees and their authorized representatives on the development and implementation of all aspects of the permit space program required by paragraph (c) of this section.

(2) Employers shall make available to affected employees and their authorized representatives all information required to be developed by this section.

APPENDICES TO § 1910.146—PERMIT-REQUIRED CONFINED SPACES

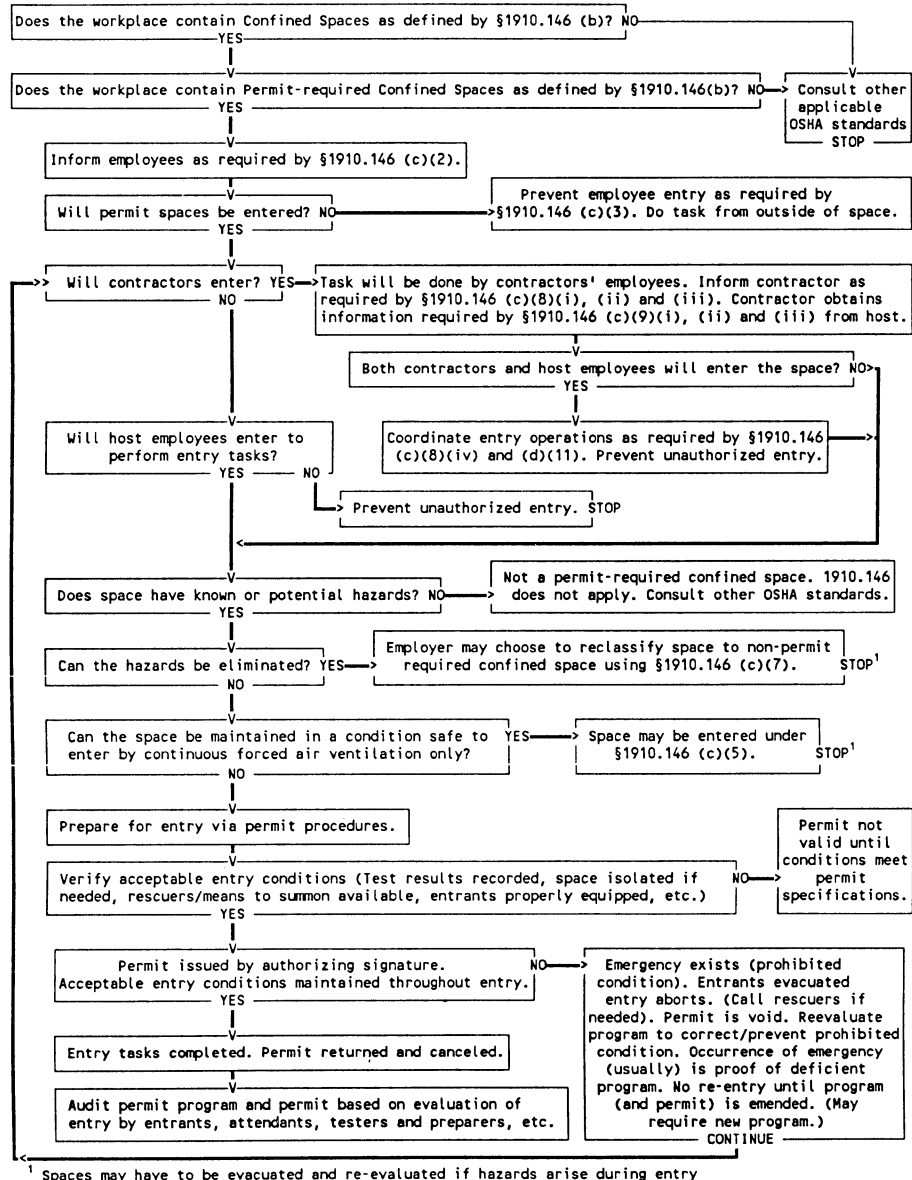
NOTE: Appendixes A through F serve to provide information and non-mandatory guidelines to assist employers and employees in complying with the appropriate requirements of this section.

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APPENDIX A TO § 1910.146—PERMIT-REQUIRED CONFINED SPACE DECISION FLOW CHART



APPENDIX B TO § 1910.146—PROCEDURES FOR ATMOSPHERIC TESTING

Atmospheric testing is required for two distinct purposes: evaluation of the hazards

of the permit space and verification that acceptable entry conditions for entry into that space exist.

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(1) *Evaluation testing.* The atmosphere of a confined space should be analyzed using equipment of sufficient sensitivity and specificity to identify and evaluate any hazardous atmospheres that may exist or arise, so that appropriate permit entry procedures can be developed and acceptable entry conditions stipulated for that space. Evaluation and interpretation of these data, and development of the entry procedure, should be done by, or reviewed by, a technically qualified professional (e.g., OSHA consultation service, or certified industrial hygienist, registered safety engineer, certified safety professional, certified marine chemist, etc.) based on evaluation of all serious hazards.

(2) *Verification testing.* The atmosphere of a permit space which may contain a hazardous atmosphere should be tested for residues of all contaminants identified by evaluation testing using permit specified equipment to determine that residual concentrations at the time of testing and entry are within the range of acceptable entry conditions. Results of testing (i.e., actual concentration, etc.) should be recorded on the permit in the space provided adjacent to the stipulated acceptable entry condition.

(3) *Duration of testing.* Measurement of values for each atmospheric parameter should be made for at least the minimum response time of the test instrument specified by the manufacturer.

(4) *Testing stratified atmospheres.* When monitoring for entries involving a descent into atmospheres that may be stratified, the atmospheric envelope should be tested a distance of approximately 4 feet (1.22 m) in the direction of travel and to each side. If a sampling probe is used, the entrant's rate of progress should be slowed to accommodate the sampling speed and detector response.

(5) *Order of testing.* A test for oxygen is performed first because most combustible gas meters are oxygen dependent and will not provide reliable readings in an oxygen deficient atmosphere. Combustible gasses are tested for next because the threat of fire or explosion is both more immediate and more life threatening, in most cases, than exposure to toxic gasses and vapors. If tests for toxic gasses and vapors are necessary, they are performed last.

APPENDIX C TO § 1910.146—EXAMPLES OF PERMIT-REQUIRED CONFINED SPACE PROGRAMS

Example 1.

Workplace. Sewer entry.

Potential hazards. The employees could be exposed to the following:

Engulfment.

Presence of toxic gases. Equal to or more than 10 ppm hydrogen sulfide measured as an 8-hour time-weighted average. If the presence of other toxic contaminants is suspected,

specific monitoring programs will be developed.

Presence of explosive/flammable gases. Equal to or greater than 10% of the lower flammable limit (LFL).

Oxygen Deficiency. A concentration of oxygen in the atmosphere equal to or less than 19.5% by volume.

A. Entry Without Permit/Attendant

Certification. Confined spaces may be entered without the need for a written permit or attendant provided that the space can be maintained in a safe condition for entry by mechanical ventilation alone, as provided in § 1910.146(c)(5). All spaces shall be considered permit-required confined spaces until the pre-entry procedures demonstrate otherwise. Any employee required or permitted to pre-check or enter an enclosed/confined space shall have successfully completed, as a minimum, the training as required by the following sections of these procedures. *A written copy of operating and rescue procedures as required by these procedures shall be at the work site for the duration of the job.* The Confined Space Pre-Entry Check List must be completed by the LEAD WORKER before entry into a confined space. This list verifies completion of items listed below. This check list shall be kept at the job site for duration of the job. If circumstances dictate an interruption in the work, the permit space must be re-evaluated and a new check list must be completed.

Control of atmospheric and engulfment hazards.

Pumps and Lines. All pumps and lines which may reasonably cause contaminants to flow into the space shall be disconnected, blinded and locked out, or effectively isolated by other means to prevent development of dangerous air contamination or engulfment. Not all laterals to sewers or storm drains require blocking. However, where experience or knowledge of industrial use indicates there is a reasonable potential for contamination of air or engulfment into an occupied sewer, then all affected laterals shall be blocked. If blocking and/or isolation requires entry into the space the provisions for entry into a permit-required confined space must be implemented.

Surveillance. The surrounding area shall be surveyed to avoid hazards such as drifting vapors from the tanks, piping, or sewers.

Testing. The atmosphere within the space will be tested to determine whether dangerous air contamination and/or oxygen deficiency exists. Detector tubes, alarm only gas monitors and explosion meters are examples of monitoring equipment that may be used to test permit space atmospheres. Testing shall be performed by the LEAD WORKER who has successfully completed the Gas Detector training for the monitor he will use. The minimum parameters to be monitored

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are oxygen deficiency, LFL, and hydrogen sulfide concentration. A written record of the pre-entry test results shall be made and kept at the work site for the duration of the job. The supervisor will certify in writing, based upon the results of the pre-entry testing, that all hazards have been eliminated. Affected employees shall be able to review the testing results. The most hazardous conditions shall govern when work is being performed in two adjoining, connecting spaces.

Entry Procedures. If there are no non-atmospheric hazards present and if the pre-entry tests show there is no dangerous air contamination and/or oxygen deficiency within the space and there is no reason to believe that any is likely to develop, entry into and work within may proceed. Continuous testing of the atmosphere in the immediate vicinity of the workers within the space shall be accomplished. The workers will immediately leave the permit space when any of the gas monitor alarm set points are reached as defined. Workers will not return to the area until a SUPERVISOR who has completed the gas detector training has used a direct reading gas detector to evaluate the situation and has determined that it is safe to enter.

Rescue. Arrangements for rescue services are not required where there is no attendant. See the rescue portion of section B., below, for instructions regarding rescue planning where an entry permit is required.

B. Entry Permit Required

Permits. Confined Space Entry Permit. All spaces shall be considered permit-required confined spaces until the pre-entry procedures demonstrate otherwise. Any employee required or permitted to pre-check or enter a permit-required confined space shall have successfully completed, as a minimum, the training as required by the following sections of these procedures. *A written copy of operating and rescue procedures as required by these procedures shall be at the work site for the duration of the job.* The Confined Space Entry Permit must be completed before approval can be given to enter a permit-required confined space. This permit verifies completion of items listed below. This permit shall be kept at the job site for the duration of the job. If circumstances cause an interruption in the work or a change in the alarm conditions for which entry was approved, a new Confined Space Entry Permit must be completed.

Control of atmospheric and engulfment hazards.
Surveillance. The surrounding area shall be surveyed to avoid hazards such as drifting vapors from tanks, piping or sewers.

Testing. The confined space atmosphere shall be tested to determine whether dangerous air contamination and/or oxygen deficiency exists. A direct reading gas monitor shall be

used. Testing shall be performed by the SUPERVISOR who has successfully completed the gas detector training for the monitor he will use. The minimum parameters to be monitored are oxygen deficiency, LFL and hydrogen sulfide concentration. A written record of the pre-entry test results shall be made and kept at the work site for the duration of the job. Affected employees shall be able to review the testing results. The most hazardous conditions shall govern when work is being performed in two adjoining, connected spaces.

Space Ventilation. Mechanical ventilation systems, where applicable, shall be set at 100% outside air. Where possible, open additional manholes to increase air circulation. Use portable blowers to augment natural circulation if needed. After a suitable ventilating period, repeat the testing. Entry may not begin until testing has demonstrated that the hazardous atmosphere has been eliminated.

Entry Procedures. The following procedure shall be observed under any of the following conditions: 1.) Testing demonstrates the existence of dangerous or deficient conditions and additional ventilation cannot reduce concentrations to safe levels; 2.) The atmosphere tests as safe but unsafe conditions can reasonably be expected to develop; 3.) It is not feasible to provide for ready exit from spaces equipped with automatic fire suppression systems and it is not practical or safe to deactivate such systems; or 4.) An emergency exists and it is not feasible to wait for pre-entry procedures to take effect.

All personnel must be trained. A self contained breathing apparatus shall be worn by any person entering the space. At least one worker shall stand by the outside of the space ready to give assistance in case of emergency. The standby worker shall have a self contained breathing apparatus available for immediate use. There shall be at least one additional worker within sight or call of the standby worker. Continuous powered communications shall be maintained between the worker within the confined space and standby personnel.

If at any time there is any questionable action or non-movement by the worker inside, a verbal check will be made. If there is no response, the worker will be moved immediately. *Exception:* If the worker is disabled due to falling or impact, he/she shall not be removed from the confined space unless there is immediate danger to his/her life. Local fire department rescue personnel shall be notified immediately. The standby worker may only enter the confined space in case of an emergency (wearing the self contained breathing apparatus) and only after being relieved by another worker. Safety belt or harness with attached lifeline shall be used by all workers entering the space with the free

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end of the line secured outside the entry opening. The standby worker shall attempt to remove a disabled worker via his lifeline before entering the space.

When practical, these spaces shall be entered through side openings—those within 3 1/2 feet (1.07 m) of the bottom. When entry must be through a top opening, the safety belt shall be of the harness type that suspends a person upright and a hoisting device or similar apparatus shall be available for lifting workers out of the space.

In any situation where their use may endanger the worker, use of a hoisting device or safety belt and attached lifeline may be discontinued.

When dangerous air contamination is attributable to flammable and/or explosive substances, lighting and electrical equipment shall be Class 1, Division 1 rated per National Electrical Code and no ignition sources shall be introduced into the area.

Continuous gas monitoring shall be performed during all confined space operations. If alarm conditions change adversely, entry personnel shall exit the confined space and a new confined space permit issued.

Rescue. Call the fire department services for rescue. Where immediate hazards to injured personnel are present, workers at the site shall implement emergency procedures to fit the situation.

Example 2.

Workplace. Meat and poultry rendering plants.

Cookers and dryers are either batch or continuous in their operation. Multiple batch cookers are operated in parallel. When one unit of a multiple set is shut down for repairs, means are available to isolate that unit from the others which remain in operation.

Cookers and dryers are horizontal, cylindrical vessels equipped with a center, rotating shaft and agitator paddles or discs. If the inner shell is jacketed, it is usually heated with steam at pressures up to 150 psig (1034.25 kPa). The rotating shaft assembly of the continuous cooker or dryer is also steam heated.

Potential Hazards. The recognized hazards associated with cookers and dryers are the risk that employees could be:

1. Struck or caught by rotating agitator;
2. Engulfed in raw material or hot, recycled fat;
3. Burned by steam from leaks into the cooker/dryer steam jacket or the condenser duct system if steam valves are not properly closed and locked out;
4. Burned by contact with hot metal surfaces, such as the agitator shaft assembly, or inner shell of the cooker/dryer;
5. Heat stress caused by warm atmosphere inside cooker/dryer;

6. Slipping and falling on grease in the cooker/dryer;

7. Electrically shocked by faulty equipment taken into the cooker/dryer;

8. Burned or overcome by fire or products of combustion; or

9. Overcome by fumes generated by welding or cutting done on grease covered surfaces.

Permits. The supervisor in this case is always present at the cooker/dryer or other permit entry confined space when entry is made. The supervisor must follow the pre-entry isolation procedures described in the entry permit in preparing for entry, and ensure that the protective clothing, ventilating equipment and any other equipment required by the permit are at the entry site.

Control of hazards. Mechanical. Lock out main power switch to agitator motor at main power panel. Affix tag to the lock to inform others that a permit entry confined space entry is in progress.

Engulfment. Close all valves in the raw material blow line. Secure each valve in its closed position using chain and lock. Attach a tag to the valve and chain warning that a permit entry confined space entry is in progress. The same procedure shall be used for securing the fat recycle valve.

Burns and heat stress. Close steam supply valves to jacket and secure with chains and tags. Insert solid blank at flange in cooker vent line to condenser manifold duct system. Vent cooker/dryer by opening access door at discharge end and top center door to allow natural ventilation throughout the entry. If faster cooling is needed, use a portable ventilation fan to increase ventilation. Cooling water may be circulated through the jacket to reduce both outer and inner surface temperatures of cooker/dryers faster. Check air and inner surface temperatures in cooker/dryer to assure they are within acceptable limits before entering, or use proper protective clothing.

Fire and fume hazards. Careful site preparation, such as cleaning the area within 4 inches (10.16 cm) of all welding or torch cutting operations, and proper ventilation are the preferred controls. All welding and cutting operations shall be done in accordance with the requirements of 29 CFR Part 1910, Subpart Q, OSHA's welding standard. Proper ventilation may be achieved by local exhaust ventilation, or the use of portable ventilation fans, or a combination of the two practices.

Electrical shock. Electrical equipment used in cooker/dryers shall be in serviceable condition.

Slips and falls. Remove residual grease before entering cooker/dryer.

Attendant. The supervisor shall be the attendant for employees entering cooker/dryers.

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Permit. The permit shall specify how isolation shall be done and any other preparations needed before making entry. This is especially important in parallel arrangements of cooker/dryers so that the entire operation need not be shut down to allow safe entry into one unit.

Rescue. When necessary, the attendant shall call the fire department as previously arranged.

Example 3.

Workplace. Workplaces where tank cars, trucks, and trailers, dry bulk tanks and trailers, railroad tank cars, and similar portable tanks are fabricated or serviced.

A. During fabrication. These tanks and dry-bulk carriers are entered repeatedly throughout the fabrication process. These products are not configured identically, but the manufacturing processes by which they are made are very similar.

Sources of hazards. In addition to the mechanical hazards arising from the risks that an entrant would be injured due to contact with components of the tank or the tools being used, there is also the risk that a worker could be injured by breathing fumes from welding materials or mists or vapors from materials used to coat the tank interior. In addition, many of these vapors and mists are flammable, so the failure to properly ventilate a tank could lead to a fire or explosion.

Control of hazards.

Welding. Local exhaust ventilation shall be used to remove welding fumes once the tank or carrier is completed to the point that workers may enter and exit only through a manhole. (Follow the requirements of 29 CFR 1910, Subpart Q, OSHA's welding standard, at all times.) Welding gas tanks may never be brought into a tank or carrier that is a permit entry confined space.

Application of interior coatings/linings. Atmospheric hazards shall be controlled by forced air ventilation sufficient to keep the atmospheric concentration of flammable materials below 10% of the lower flammable limit (LFL) (or lower explosive limit (LEL), whichever term is used locally). The appropriate respirators are provided and shall be used in addition to providing forced ventilation if the forced ventilation does not maintain acceptable respiratory conditions.

Permits. Because of the repetitive nature of the entries in these operations, an "Area Entry Permit" will be issued for a 1 month period to cover those production areas where tanks are fabricated to the point that entry and exit are made using manholes.

Authorization. Only the area supervisor may authorize an employee to enter a tank within the permit area. The area supervisor must determine that conditions in the tank trailer,

dry bulk trailer or truck, etc. meet permit requirements before authorizing entry.

Attendant. The area supervisor shall designate an employee to maintain communication by employer specified means with employees working in tanks to ensure their safety. The attendant may not enter any permit entry confined space to rescue an entrant or for any other reason, unless authorized by the rescue procedure and, even then, only after calling the rescue team and being relieved by as attendant by another worker.

Communications and observation. Communications between attendant and entrant(s) shall be maintained throughout entry. Methods of communication that may be specified by the permit include voice, voice powered radio, tapping or rapping codes on tank walls, signalling tugs on a rope, and the attendant's observation that work activities such as chipping, grinding, welding, spraying, etc., which require deliberate operator control continue normally. These activities often generate so much noise that the necessary hearing protection makes communication by voice difficult.

Rescue procedures. Acceptable rescue procedures include entry by a team of employee-rescuers, use of public emergency services, and procedures for breaching the tank. The area permit specifies which procedures are available, but the area supervisor makes the final decision based on circumstances. (Certain injuries may make it necessary to breach the tank to remove a person rather than risk additional injury by removal through an existing manhole. However, the supervisor must ensure that no breaching procedure used for rescue would violate terms of the entry permit. For instance, if the tank must be breached by cutting with a torch, the tank surfaces to be cut must be free of volatile or combustible coatings within 4 inches (10.16 cm) of the cutting line and the atmosphere within the tank must be below the LFL.)

Retrieval line and harnesses. The retrieval lines and harnesses generally required under this standard are usually impractical for use in tanks because the internal configuration of the tanks and their interior baffles and other structures would prevent rescuers from hauling out injured entrants. However, unless the rescue procedure calls for breaching the tank for rescue, the rescue team shall be trained in the use of retrieval lines and harnesses for removing injured employees through manholes.

B. Repair or service of "used" tanks and bulk trailers.

Sources of hazards. In addition to facing the potential hazards encountered in fabrication or manufacturing, tanks or trailers which have been in service may contain residues of

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dangerous materials, whether left over from the transportation of hazardous cargoes or generated by chemical or bacterial action on residues of non-hazardous cargoes.

Control of atmospheric hazards. A “used” tank shall be brought into areas where tank entry is authorized only after the tank has been emptied, cleansed (without employee entry) of any residues, and purged of any potential atmospheric hazards.

Welding. In addition to tank cleaning for control of atmospheric hazards, coating and surface materials shall be removed 4 inches (10.16 cm) or more from any surface area where welding or other torch work will be done and care taken that the atmosphere within the tank remains well below the LFL.

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(Follow the requirements of 29 CFR 1910, Subpart Q, OSHA’s welding standard, at all times.)

Permits. An entry permit valid for up to 1 year shall be issued prior to authorization of entry into used tank trailers, dry bulk trailers or trucks. In addition to the pre-entry cleaning requirement, this permit shall require the employee safeguards specified for new tank fabrication or construction permit areas.

Authorization. Only the area supervisor may authorize an employee to enter a tank trailer, dry bulk trailer or truck within the permit area. The area supervisor must determine that the entry permit requirements have been met before authorizing entry.

Appendix D - 1
Confined Space Entry Permit
Date & Time Issued: _____
Job site/Space I.D.: _____
Equipment to be worked on: _____
Date and Time Expires: _____
Job Supervisor _____
Work to be performed: _____
Stand-by personnel _____

1. Atmospheric Checks: Time _____
Oxygen _____ %
Explosive _____ % L.F.L.
Toxic _____ PPM

2. Tester's signature _____

3. Source isolation (No Entry): N/A Yes No
Pumps or lines blinded, () () ()
disconnected, or blocked () () ()

4. Ventilation Modification: N/A Yes No
Mechanical () () ()
Natural Ventilation only () () ()

5. Atmospheric check after isolation and Ventilation:
Oxygen _____ % > 19.5 %
Explosive _____ % L.F.L. < 10 %
Toxic _____ PPM < 10 PPM H₂S
Time _____
Testers signature _____

6. Communication procedures: _____

7. Rescue procedures: _____

8. Entry, standby, and back up persons: Yes No
Successfully completed required training? () ()
Is it current? () ()

9. Equipment: N/A Yes No
Direct reading gas monitor - tested () () ()
Safety harnesses and lifelines for entry and standby persons () () ()
Hoisting equipment () () ()
Powered communications () () ()
SCBA's for entry and standby persons () () ()
Protective Clothing () () ()
All electric equipment listed Class I, Division I, Group D and Non-sparking tools () () ()

10. Periodic atmospheric tests:
Oxygen _____ % Time _____ Oxygen _____ % Time _____
Oxygen _____ % Time _____ Oxygen _____ % Time _____
Explosive _____ % Time _____ Explosive _____ % Time _____
Explosive _____ % Time _____ Explosive _____ % Time _____
Toxic _____ % Time _____ Toxic _____ % Time _____
Toxic _____ % Time _____ Toxic _____ % Time _____

We have reviewed the work authorized by this permit and the information contained here-in. Written instructions and safety procedures have been received and are understood. Entry cannot be approved if any squares are marked in the "No" column. This permit is not valid unless all appropriate items are completed.
Permit Prepared By: (Supervisor) _____
Approved By: (Unit Supervisor) _____
Reviewed By (Cs Operations Personnel): _____
(printed name) (signature)

This permit to be kept at job site. Return job site copy to Safety Office following job completion.
Copies: White Original (Safety Office) Yellow (Unit Supervisor) Hard(Job site)

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Appendix D - 2

ENTRY PERMIT

PERMIT VALID FOR 8 HOURS ONLY. ALL PERMIT COPIES REMAIN AT SITE UNTIL JOB COMPLETED

DATE: - - SITE LOCATION/DESCRIPTION _____

PURPOSE OF ENTRY _____

SUPERVISOR(S) in charge of crews Type of Crew Phone # _____

COMMUNICATION PROCEDURES _____

RESCUE PROCEDURES (PHONE NUMBERS AT BOTTOM) _____

* BOLD DENOTES MINIMUM REQUIREMENTS TO BE COMPLETED AND REVIEWED PRIOR TO ENTRY*

REQUIREMENTS COMPLETED	DATE	TIME	REQUIREMENTS COMPLETED	DATE	TIME
Lock Out/De-energize/Try-out	_____	_____	Full Body Harness w/"D" ring	_____	_____
Line(s) Broken-Capped-Blank	_____	_____	Emergency Escape Retrieval Eq	_____	_____
Purge-Flush and Vent	_____	_____	Lifelines	_____	_____
Ventilation	_____	_____	Fire Extinguishers	_____	_____
Secure Area (Post and Flag)	_____	_____	Lighting (Explosive Proof)	_____	_____
Breathing Apparatus	_____	_____	Protective Clothing	_____	_____
Resuscitator - Inhalator	_____	_____	Respirator(s) (Air Purifying)	_____	_____
Standby Safety Personnel	_____	_____	Burning and Welding Permit	_____	_____

Note: Items that do not apply enter N/A in the blank.

** RECORD CONTINUOUS MONITORING RESULTS EVERY 2 HOURS **

CONTINUOUS MONITORING**	Permissible	TEST(S) TO BE TAKEN	Entry Level
PERCENT OF OXYGEN	19.5% to 23.5%	_____	_____
LOWER FLAMMABLE LIMIT	Under 10%	_____	_____
CARBON MONOXIDE	+35 PPM	_____	_____
Aromatic Hydrocarbon	+ 1 PPM * 5PPM	_____	_____
Hydrogen Cyanide	(Skin) * 4PPM	_____	_____
Hydrogen Sulfide	+10 PPM *15PPM	_____	_____
Sulfur Dioxide	+ 2 PPM * 5PPM	_____	_____
Ammonia	*35PPM	_____	_____

* Short-term exposure limit:Employee can work in the area up to 15 minutes.

+ 8 hr. Time Weighted Avg.:Employee can work in area 8 hrs (longer with appropriate respiratory protection).

REMARKS:

GAS TESTER NAME & CHECK # INSTRUMENT(S) USED MODEL &/OR TYPE SERIAL &/OR UNIT # _____

SAFETY STANDBY PERSON IS REQUIRED FOR ALL CONFINED SPACE WORK

SAFETY STANDBY PERSON(S) CHECK # CONFINED SPACE ENTRANT(S) CHECK # CONFINED SPACE ENTRANT(S) CHECK # _____

SUPERVISOR AUTHORIZATION - ALL CONDITIONS SATISFIED DEPARTMENT/PHONE _____

AMBULANCE 2800 FIRE 2900 Safety 4901 Gas Coordinator 4529/5387

APPENDIX E TO § 1910.146—SEWER SYSTEM

ENTRY

Sewer entry differs in three vital respects from other permit entries; first, there rarely

exists any way to completely isolate the space (a section of a continuous system) to be entered; second, because isolation is not complete, the atmosphere may suddenly and

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unpredictably become lethally hazardous (toxic, flammable or explosive) from causes beyond the control of the entrant or employer, and third, experienced sewer workers are especially knowledgeable in entry and work in their permit spaces because of their frequent entries. Unlike other employments where permit space entry is a rare and exceptional event, sewer workers' usual work environment is a permit space.

(1) *Adherence to procedure.* The employer should designate as entrants only employees who are thoroughly trained in the employer's sewer entry procedures and who demonstrate that they follow these entry procedures exactly as prescribed when performing sewer entries.

(2) *Atmospheric monitoring.* Entrants should be trained in the use of, and be equipped with, atmospheric monitoring equipment which sounds an audible alarm, in addition to its visual readout, whenever one of the following conditions are encountered: Oxygen concentration less than 19.5 percent; flammable gas or vapor at 10 percent or more of the lower flammable limit (LFL); or hydrogen sulfide or carbon monoxide at or above 10 ppm or 35 ppm, respectively, measured as an 8-hour time-weighted average. Atmospheric monitoring equipment needs to be calibrated according to the manufacturer's instructions. The oxygen sensor/broad range sensor is best suited for initial use in situations where the actual or potential contaminants have not been identified, because broad range sensors, unlike substance-specific sensors, enable employers to obtain an overall reading of the hydrocarbons (flammables) present in the space. However, such sensors only indicate that a hazardous threshold of a class of chemicals has been exceeded. They do not measure the levels of contamination of specific substances. Therefore, substance-specific devices, which measure the actual levels of specific substances, are best suited for use where actual and potential contaminants have been identified. The measurements obtained with substance-specific devices are of vital importance to the employer when decisions are made concerning the measures necessary to protect entrants (such as ventilation or personal protective equipment) and the setting and attainment of appropriate entry conditions. However, the sewer environment may suddenly and unpredictably change, and the substance-specific devices may not detect the potentially lethal atmospheric hazards which may enter the sewer environment.

Although OSHA considers the information and guidance provided above to be appropriate and useful in most sewer entry situations, the Agency emphasizes that each employer must consider the unique circumstances, including the predictability of the atmosphere, of the sewer permit spaces in the employer's workplace in preparing for

entry. Only the employer can decide, based upon his or her knowledge of, and experience with permit spaces in sewer systems, what the best type of testing instrument may be for any specific entry operation.

The selected testing instrument should be carried and used by the entrant in sewer line work to monitor the atmosphere in the entrant's environment, and in advance of the entrant's direction of movement, to warn the entrant of any deterioration in atmospheric conditions. Where several entrants are working together in the same immediate location, one instrument, used by the lead entrant, is acceptable.

(3) *Surge flow and flooding.* Sewer crews should develop and maintain liaison, to the extent possible, with the local weather bureau and fire and emergency services in their area so that sewer work may be delayed or interrupted and entrants withdrawn whenever sewer lines might be suddenly flooded by rain or fire suppression activities, or whenever flammable or other hazardous materials are released into sewers during emergencies by industrial or transportation accidents.

(4) *Special Equipment.* Entry into large bore sewers may require the use of special equipment. Such equipment might include such items as atmosphere monitoring devices with automatic audible alarms, escape self-contained breathing apparatus (ESCBAs) with at least 10 minute air supply (or other NIOSH approved self-rescuer), and waterproof flashlights, and may also include boats and rafts, radios and rope stand-offs for pulling around bends and corners as needed.

APPENDIX F TO §1910.146—RESCUE TEAM OR RESCUE SERVICE EVALUATION CRITERIA (NON-MANDATORY)

(1) This appendix provides guidance to employers in choosing an appropriate rescue service. It contains criteria that may be used to evaluate the capabilities both of prospective and current rescue teams. Before a rescue team can be trained or chosen, however, a satisfactory permit program, including an analysis of all permit-required confined spaces to identify all potential hazards in those spaces, must be completed. OSHA believes that compliance with all the provisions of §1910.146 will enable employers to conduct permit space operations without recourse to rescue services in nearly all cases. However, experience indicates that circumstances will arise where entrants will need to be rescued from permit spaces. It is therefore important for employers to select rescue services or teams, either on-site or off-site, that are equipped and capable of minimizing harm to both entrants and rescuers if the need arises.

(2) For all rescue teams or services, the employer's evaluation should consist of two components: an initial evaluation, in which

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employers decide whether a potential rescue service or team is adequately trained and equipped to perform permit space rescues of the kind needed at the facility and whether such rescuers can respond in a timely manner, and a performance evaluation, in which employers measure the performance of the team or service during an actual or practice rescue. For example, based on the initial evaluation, an employer may determine that maintaining an on-site rescue team will be more expensive than obtaining the services of an off-site team, without being significantly more effective, and decide to hire a rescue service. During a performance evaluation, the employer could decide, after observing the rescue service perform a practice rescue, that the service's training or preparedness was not adequate to effect a timely or effective rescue at his or her facility and decide to select another rescue service, or to form an internal rescue team.

A. Initial Evaluation

I. The employer should meet with the prospective rescue service to facilitate the evaluations required by § 1910.146(k)(1)(i) and § 1910.146(k)(1)(ii). At a minimum, if an off-site rescue service is being considered, the employer must contact the service to plan and coordinate the evaluations required by the standard. Merely posting the service's number or planning to rely on the 911 emergency phone number to obtain these services at the time of a permit space emergency would not comply with paragraph (k)(1) of the standard.

II. The capabilities required of a rescue service vary with the type of permit spaces from which rescue may be necessary and the hazards likely to be encountered in those spaces. Answering the questions below will assist employers in determining whether the rescue service is capable of performing rescues in the permit spaces present at the employer's workplace.

1. What are the needs of the employer with regard to response time (time for the rescue service to receive notification, arrive at the scene, and set up and be ready for entry)? For example, if entry is to be made into an IDLH atmosphere, or into a space that can quickly develop an IDLH atmosphere (if ventilation fails or for other reasons), the rescue team or service would need to be standing by at the permit space. On the other hand, if the danger to entrants is restricted to mechanical hazards that would cause injuries (e.g., broken bones, abrasions) a response time of 10 or 15 minutes might be adequate.

2. How quickly can the rescue team or service get from its location to the permit spaces from which rescue may be necessary? Relevant factors to consider would include: the location of the rescue team or service relative to the employer's workplace, the quality of roads and highways to be traveled,

potential bottlenecks or traffic congestion that might be encountered in transit, the reliability of the rescuer's vehicles, and the training and skill of its drivers.

3. What is the availability of the rescue service? Is it unavailable at certain times of the day or in certain situations? What is the likelihood that key personnel of the rescue service might be unavailable at times? If the rescue service becomes unavailable while an entry is underway, does it have the capability of notifying the employer so that the employer can instruct the attendant to abort the entry immediately?

4. Does the rescue service meet all the requirements of paragraph (k)(2) of the standard? If not, has it developed a plan that will enable it to meet those requirements in the future? If so, how soon can the plan be implemented?

5. For off-site services, is the service willing to perform rescues at the employer's workplace? (An employer may not rely on a rescuer who declines, for whatever reason, to provide rescue services.)

6. Is an adequate method for communications between the attendant, employer and prospective rescuer available so that a rescue request can be transmitted to the rescuer without delay? How soon after notification can a prospective rescuer dispatch a rescue team to the entry site?

7. For rescues into spaces that may pose significant atmospheric hazards and from which rescue entry, patient packaging and retrieval cannot be safely accomplished in a relatively short time (15–20 minutes), employers should consider using airline respirators (with escape bottles) for the rescuers and to supply rescue air to the patient. If the employer decides to use SCBA, does the prospective rescue service have an ample supply of replacement cylinders and procedures for rescuers to enter and exit (or be retrieved) well within the SCBA's air supply limits?

8. If the space has a vertical entry over 5 feet in depth, can the prospective rescue service properly perform entry rescues? Does the service have the technical knowledge and equipment to perform rope work or elevated rescue, if needed?

9. Does the rescue service have the necessary skills in medical evaluation, patient packaging and emergency response?

10. Does the rescue service have the necessary equipment to perform rescues, or must the equipment be provided by the employer or another source?

B. Performance Evaluation

Rescue services are required by paragraph (k)(2)(iv) of the standard to practice rescues at least once every 12 months, provided that the team or service has not successfully performed a permit space rescue within that time. As part of each practice session, the

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service should perform a critique of the practice rescue, or have another qualified party perform the critique, so that deficiencies in procedures, equipment, training, or number of personnel can be identified and corrected. The results of the critique, and the corrections made to respond to the deficiencies identified, should be given to the employer to enable it to determine whether the rescue service can quickly be upgraded to meet the employer's rescue needs or whether another service must be selected. The following questions will assist employers and rescue teams and services evaluate their performance.

1. Have all members of the service been trained as permit space entrants, at a minimum, including training in the potential hazards of all permit spaces, or of representative permit spaces, from which rescue may be needed? Can team members recognize the signs, symptoms, and consequences of exposure to any hazardous atmospheres that may be present in those permit spaces?

2. Is every team member provided with, and properly trained in, the use and need for PPE, such as SCBA or fall arrest equipment, which may be required to perform permit space rescues in the facility? Is every team member properly trained to perform his or her functions and make rescues, and to use any rescue equipment, such as ropes and backboards, that may be needed in a rescue attempt?

3. Are team members trained in the first aid and medical skills needed to treat victims overcome or injured by the types of hazards that may be encountered in the permit spaces at the facility?

4. Do all team members perform their functions safely and efficiently? Do rescue service personnel focus on their own safety before considering the safety of the victim?

5. If necessary, can the rescue service properly test the atmosphere to determine if it is IDLH?

6. Can the rescue personnel identify information pertinent to the rescue from entry permits, hot work permits, and MSDSs?

7. Has the rescue service been informed of any hazards to personnel that may arise from outside the space, such as those that may be caused by future work near the space?

8. If necessary, can the rescue service properly package and retrieve victims from a permit space that has a limited size opening (less than 24 inches (60.9 cm) in diameter), limited internal space, or internal obstacles or hazards?

9. If necessary, can the rescue service safely perform an elevated (high angle) rescue?

10. Does the rescue service have a plan for each of the kinds of permit space rescue operations at the facility? Is the plan adequate for all types of rescue operations that may be needed at the facility? Teams may practice in representative spaces, or in spaces

that are "worst-case" or most restrictive with respect to internal configuration, elevation, and portal size. The following characteristics of a practice space should be considered when deciding whether a space is truly representative of an actual permit space:

(1) Internal configuration.

(a) Open—there are no obstacles, barriers, or obstructions within the space. One example is a water tank.

(b) Obstructed—the permit space contains some type of obstruction that a rescuer would need to maneuver around. An example would be a baffle or mixing blade. Large equipment, such as a ladder or scaffold, brought into a space for work purposes would be considered an obstruction if the positioning or size of the equipment would make rescue more difficult.

(2) Elevation.

(a) Elevated—a permit space where the entrance portal or opening is above grade by 4 feet or more. This type of space usually requires knowledge of high angle rescue procedures because of the difficulty in packaging and transporting a patient to the ground from the portal.

(b) Non-elevated—a permit space with the entrance portal located less than 4 feet above grade. This type of space will allow the rescue team to transport an injured employee normally.

(3) Portal size.

(a) Restricted—A portal of 24 inches or less in the least dimension. Portals of this size are too small to allow a rescuer to simply enter the space while using SCBA. The portal size is also too small to allow normal spinal immobilization of an injured employee.

(b) Unrestricted—A portal of greater than 24 inches in the least dimension. These portals allow relatively free movement into and out of the permit space.

(4) Space access.

(a) Horizontal—The portal is located on the side of the permit space. Use of retrieval lines could be difficult.

(b) Vertical—The portal is located on the top of the permit space, so that rescuers must climb down, or the bottom of the permit space, so that rescuers must climb up to enter the space. Vertical portals may require knowledge of rope techniques, or special patient packaging to safely retrieve a downed entrant.

[58 FR 4549, Jan. 14, 1993; 58 FR 34845, 34846, June 29, 1993, as amended at 59 FR 26114, May 19, 1994; 63 FR 66038, 66039, Dec. 1, 1998]

§ 1910.147 The control of hazardous energy (lockout/tagout).

(a) *Scope, application and purpose*—(1)

Scope. (i) This standard covers the servicing and maintenance of machines and equipment in which the *unexpected*

DOWNERS GROVE SANITARY DISTRICT
PERMIT SPACE POLICY

Training Documentation, Permit-Required Confined Space

Employee Name	Employee Signature	Date

I hereby certify that the above people attended the Permit-Required Confined Space Entry training seminar offered by Downers Grove Sanitary District.

The above persons were trained in permitted space entry which included Downers Grove Sanitary District’s policy for permitted space entry, equipment training, and confined space hazards on _____(date).

_____ (Signature of Trainer)	_____ (Date)
---------------------------------	-----------------

APPENDIX C

DOWNERS GROVE SANITARY DISTRICT PERMIT SPACE PRE-ENTRY CHECKLIST

This checklist must be completed whenever entering a permit space.

CLIENT: _____ **JOB NO.** _____

JOB DESCRIPTION: _____

CONFINED SPACE ENTRY PURPOSE: _____

	<u>YES</u>	<u>NO</u>
1. Did your survey of the surrounding area show it to be free of hazards such as drifting vapors from tanks, piping, or sewers?	<input type="checkbox"/>	<input type="checkbox"/>
2. Does your knowledge of industrial or other discharges indicate this area is likely to remain free of dangerous air contaminants while occupied?	<input type="checkbox"/>	<input type="checkbox"/>
3. Are you trained in operation of the gas monitor to be used?	<input type="checkbox"/>	<input type="checkbox"/>
4. Has a gas monitor functional test (Bump Test) been performed on the gas monitor to be used for this shift?	<input type="checkbox"/>	<input type="checkbox"/>
5. Did you test the atmosphere of the confined space prior to entry?	<input type="checkbox"/>	<input type="checkbox"/>
6. Did the atmosphere check as acceptable (no alarms given)?	<input type="checkbox"/>	<input type="checkbox"/>
7. Will the atmosphere be continuously monitored while the space is occupied?	<input type="checkbox"/>	<input type="checkbox"/>
8. Is the potential of a hazardous atmosphere the only hazard posed by the confined space?	<input type="checkbox"/>	<input type="checkbox"/>
9. Will continuous forced air ventilation alone be sufficient to maintain the space safe for entry?	<input type="checkbox"/>	<input type="checkbox"/>

ENTRY SUPERVISOR: _____ **DATE:** _____

DOWNERS GROVE SANITARY DISTRICT CONFINED SPACE ENTRY PERMIT

This permit is voided in the event conditions in the confined space or immediate surrounding areas become hazardous from conditions not existing at the time tests were conducted. *(This permit is in effect only for the day it was completed.)*

Permit Issue Date _____ Permit Expiration Date _____

Equipment to be worked on _____

Entry Purpose _____

List of Hazards _____

Measures taken to isolate space _____

Emergency Information		Safety Equipment Checklist					
Emergency No.	911	Atmospheric Tester		Safety Harness		Communication Eqpt.	
Non-Emergency No.	969-0664	Blower		Lifting Device		Protective Clothing	
		Manhole Guard		Low Voltage Lighting		Traffic Delineation	
		Non-Sparking Tools		First Aid Kit		Confined Space Entry Policy	

Monitoring device used for testing _____ Serial No. _____

Entry Supervisor _____

Attendant(s) _____

Entrant _____

Job Site	Confined Space Location	Time	Monitoring Levels	
			Oxygen: 19.5-21%	
			LEL: Less Than 10%	
			TOX: Less Than 10 PPM	

Entry Supervisor: _____ Date _____ Time _____

This permit is to be kept at the job site. For sanitary sewer entry, return original to main office. For wastewater treatment plant entries, return original to the plant office. This document shall be kept on file for 12 months from the date of issuance.

Permit Issued By: _____ Date _____ Time _____

Confined Space Entry Work Completed

Entry Supervisor: _____ Date _____ Time _____

Permit Completion Received By: _____ Date _____ Time _____



Confined Space Entry Program

September 11, 2025

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1 INTRODUCTION

The Downers Grove Sanitary District (DGSD) is committed to providing a safe work environment. In pursuit of this goal, the following program is provided in accordance with OSHA 29 CFR 1910.146, Permit Required Confined Spaces. Confined space entries present multiple risks and hazards, which need to be controlled or eliminated. This program was developed to reduce the risks of confined space entry and provide a safe work environment for District Employees.

This program specifies the steps that shall be followed prior to, and during entry into confined spaces in order to assist operating personnel in the reduction of the risks associated with entry into confined spaces. This program includes procedures for identifying and controlling hazards, procedures for emergency response, planning, training, and procedures for monitoring hazards and hazard controls. In order for District employees to enter confined spaces, this program must be followed.

2 DEFINITIONS

Alternate Entry Confined Space means a confined space where the only hazard in the space is atmospheric and the hazard is controlled by forced air. An Alternate Entry Confined Space has less stringent entry procedures than a Permit Required Confined Space.

Attendant means an individual stationed outside one or more permit spaces who monitors the authorized entrants and who performs all attendant's duties assigned in the employer's permit space program.

Behavioral Effects means the changes in an individual's actions, responses, or reactions to environmental factors. This includes things like fatigue, confusion, irritability, slurred or incoherent speech, and delayed response time.

Confined Space means a space that:

- Is large enough and so configured that an employee can bodily enter and perform assigned work; and
- Has limited or restricted means for entry or exit (for example, tanks, vessels, silos, storage bins, hoppers, vaults, and pits are spaces that may have limited means of entry.); and
- Is not designed for continuous employee occupancy.

Department Supervisor means a person who oversees a department, reports to the General Manager, and has been trained in DGSD's Confined Space Entry Procedures

Emergency means any occurrence (including any failure of hazard control or monitoring equipment) or event internal or external to the permit space that could endanger entrants.

Engulfment means the surrounding and effective capture of a person by a liquid or finely divided (flowable) solid substance that can be aspirated to cause death by filling or plugging the respiratory system or that can exert enough force on the body to cause death by strangulation, constriction, or crushing.

Entrant means an employee who is authorized by the employer to enter a permit space.

Entry means the action by which a person passes through an opening into a permit-required confined space. Entry includes ensuing work activities in that space and is considered to have occurred as soon as any part of the entrant's body breaks the plane of an opening into the space.

Entry Permit means the written or printed document that is provided by the employer to allow and control entry into a permit-required confined space.

Entry Supervisor means the person responsible for determining if acceptable entry conditions are present at a permit space where entry is planned, for authorizing entry and overseeing entry operations, and for terminating entry as required.

Note: An entry supervisor also may serve as an attendant or as an authorized entrant, as long as that person is trained and equipped as required by this section for each role he or she fills. Also, the duties of entry supervisor may be passed from one individual to another during the course of an entry operation.

Hazardous Atmosphere means an atmosphere that may expose employees to the risk of death, incapacitation, impairment of ability to self-rescue (that is, escape unaided from a permit space), injury, or acute illness from one or more of the following causes:

- Flammable gas, vapor, or mist in excess of 10 percent of its lower flammable limit (LFL);
- Airborne combustible dust at a concentration that meets or exceeds its LFL (Note: This concentration may be approximated as a condition in which the dust obscures vision at a distance of 5 feet or less.);
- Atmospheric oxygen concentration below 19.5 percent or above 23.5 percent;
- Atmospheric concentration of any substance for which a dose or a permissible exposure limit is published in subpart G, Occupational Health and Environmental Control, or in subpart Z, Toxic and Hazardous Substances, of 29 CFR 1910 and which could result in employee exposure in excess of its dose or permissible exposure limit;
- Any other atmospheric condition that is immediately dangerous to life or health.

IDLH stands for Immediately Dangerous to Life or Health. IDLH means any condition that poses an immediate or delayed threat to life or that would cause irreversible adverse health effects or that would interfere with an individual's ability to escape unaided from a permit space.

Note: Some materials - hydrogen fluoride gas and cadmium vapor, for example - may produce immediate transient effects that, even if severe, may pass without medical attention, but are followed by sudden, possibly fatal collapse 12-72 hours after exposure. The victim "feels normal" from recovery from transient effects until collapse. Such materials in hazardous quantities are considered to be "immediately" dangerous to life or health.

Inerting means the displacement of the atmosphere in a permit space by a noncombustible gas (such as nitrogen) to such an extent that the resulting atmosphere is noncombustible.

Note: This procedure produces an IDLH oxygen-deficient atmosphere.

Non-Entry Rescue Equipment – See **Retrieval System**.

Non-Permit Confined Space means a confined space that does not contain or, with respect to atmospheric hazards, have the potential to contain any hazard capable of causing death or serious physical harm.

Oxygen Deficient Atmosphere means an atmosphere containing less than 19.5 percent oxygen by volume.

Oxygen Enriched Atmosphere means an atmosphere containing more than 23.5 percent oxygen by volume.

Permit Required Confined Space means a confined space that has one or more of the following characteristics:

- Contains or has a potential to contain a hazardous atmosphere;
- Contains a material that has the potential for engulfing an entrant;
- Has an internal configuration such that an entrant could be trapped or asphyxiated by inwardly converging walls or by a floor which slopes downward and tapers to a smaller cross-section; or
- Contains any other recognized serious safety or health hazard.

Permit-Required Confined space program (permit space program) means the employer's overall program for controlling, and, where appropriate, for protecting employees from, permit space hazards and for regulating employee entry into permit spaces.

Permit System means the employer's written procedure for preparing and issuing permits for entry and for returning the permit space to service following termination of entry.

Personal Fall Arrest System means a system used to arrest an employee in a fall from a walking-working surface. It consists of a body harness, anchorage, and connector. The means of connection may include a lanyard, deceleration device, lifeline, or a suitable combination of these.

Prohibited Condition means any condition in a permit space that is not allowed by the permit during the period when entry is authorized. Prohibited Conditions make entry into a confined space unsafe or violates the permit's conditions. Prohibited Conditions include conditions such as hazardous atmospheres, equipment failure, or an individual exhibiting signs of distress.

Retrieval System means the equipment (including a retrieval line, chest or full-body harness, and a lifting device or anchor) used for non-entry rescue of persons from permit spaces.

Rescue Service means the personnel designated to rescue employees from permit spaces. This means third-party first responders as referenced in Section 7 – EMERGENCY RESPONSE below. As a reminder, DGSD employees are not allowed to perform entry rescue.

Testing means the process by which the hazards that may confront entrants of a permit space are identified and evaluated. Testing includes specifying the tests that are to be performed in the permit space.

Note: Testing enables employers both to devise and implement adequate control measures for the protection of authorized entrants and to determine if acceptable entry conditions are present immediately prior to, and during, entry.

3 DGSD CONFINED SPACES

3.1 Confined Spaces at the Wastewater Treatment Center (WWTC)

The tables below summarize the confined spaces at the WWTC and the entry methods required.


3.1.1 WWTC Alternate Entry Confined Spaces

Confined Space	Entry Method	Comments
Biofilter	Alternate Entry	Use portable blower for ventilation.
Belt Press Building (A) sludge hopper room	Alternate Entry	
Excess Flow Sludge Pump Building (C) Basement	Alternate Entry	Fixed forced air building ventilation present.
Hypo Building (E) Basement	Alternate Entry	Fixed forced air building ventilation present. Test for chlorine before entering. Do not enter if chlorine present.
Digester 4&5 Control Building (K) basement *	Alternate Entry	Fixed forced air building ventilation present.
Old raw sewage dry well (In subbasement of Building H)	Alternate Entry	Dry well does not have its own ventilation system and access is limited to stairwell only.
Intermediate Draw Off Building (L) basement	Alternate Entry	Fixed forced air building ventilation present.
Raw Sewage Building (P) subbasement	Alternate Entry	Fixed forced air building ventilation present.
Excess Flow Building (Q), midlevel and subbasement	Alternate Entry	Fixed forced air building ventilation present.
Bar Screen (Q), mid level and lower level *	Alternate Entry	Fixed forced air building ventilation present.
Digester 3 Control Building (G) Basement *	Alternate Entry	Fixed forced air building ventilation present.

The Alternate Entry locations marked above with an asterisk (*) have permanent gas detection systems installed and are only classified as Alternate Entry in the case of power failure, gas detection system maintenance, or gas detection system repair.

3.1.2 WWTC Permit Required Confined Spaces

Confined Space	Entry Method	Comments
Trunk line siphon, north and south side.	Permit Required	
Bisulfite FRP (Fiber Reinforced Plastic) Holding Tanks in Bisulfite Building (B)	Permit Required	Monitor for sulfur dioxide before entry.
Channel A01 (Excess Tank 1-4 Effluent)	Permit Required	
Channel B01 (C.C.T Effluent)	Permit Required	
Channel C01 (Intermediate 1 Excess Effluent)	Permit Required	
Channel 001 (Pipe to Each Branch of DuPage River)	Permit Required	
Channel 002 (Pipe to St. Joseph Creek from A01 Excess)	Permit Required	
Channel 003 (Pipe to St. Joseph Creek from Intermediate 2&3 Excess)	Permit Required	
Channel B01 Bypass to St. Joseph Creek	Permit Required	Entrants are forbidden from traversing the pipe underground.
Microstrainer Building (J) Influent Channel	Permit Required	
Microstrainer Building (J) microstrainers, out of service	Permit Required	
Sand Filter Building (J) Influent Channel	Permit Required	
Hypochlorite FRP (Fiber Reinforced Plastic) Holding Tanks in Hypo Building (E)	Permit Required	Monitor for chlorine before entry.

Confined Space	Entry Method	Comments
Hypo Building (E) Outside Hypo Salt Storage Bins	Permit Required	
Hypo Building (E) Outside Flash Mixer	Permit Required	
All anaerobic digesters (1,2,3,4 & 5)	Permit Required	
Old raw sewage wet well (Bldg H)	Permit Required	
Intermediate Division Box (outside Bldg L)	Permit Required	
Intermediate U- Tubes (outside Bldg L)	Permit Required	
Generator Building (N) Cooling Water Piping Vault	Permit Required	
Generator Building (N) Cooling Water Wet Well	Permit Required	
Raw Sewage Channel 003 Wet Well, beyond chain (west of Bldg P)	Permit Required	Entrant must also wear a harness and be tied off due to open floor connection to wet well.
Raw Sewage Channel 003 Valve Shed (west of Bldg P)	Permit Required	
Bar Screen Building (Q) Channels	Permit Required	
Raw Sewage Diversion Chamber (between Bldgs. P&Q)	Permit Required	
H2S Vessel	Permit Required	
Sludge line and grease line cleaning vault (north of Digester 1)	Permit Required	

Confined Space	Entry Method	Comments
Primary Scum Trough	Permit Required	
East Grease Receiving Tank	Permit Required	
West Grease Receiving Tank	Permit Required	
All manholes	Permit Required	

3.1.3 WWTC Tunnel System

The WWTC tunnel system itself is not a confined space due to the presence of multiple entry and exit points.

3.2 Collection System Confined Spaces

The entire sewer system, including pipes, siphons, manholes, and other related appurtenances, are permit-required confined spaces.

3.3 Outfall

The outfall line from the WWTC to the East Branch of the DuPage River is a permit-required confined space with unique considerations. There is a separate procedure that was written specific to cleaning the outfall. Employees must refer to the document titled "Outfall Cleaning Procedure," located with all other District safety procedures, before entering the outfall.

3.4 Lift Station Confined Spaces

The tables below summarize the confined spaces at the lift stations and the entry methods required.

BUTTERFIELD LIFT STATION		<i>20W695 Glen Park Road, Lombard</i>
Confined Space	Entry Method	Comments
Wet Well	Permit Required	
Dry Well	Alternate Entry for routine inspections. Permit Required for any work beyond routine inspection.	Fixed forced air building ventilation present.
Flow Meter Vault	Permit Required	

CENTEX LIFT STATION			<i>6506 Fairmount, Downers Grove</i>
Confined Space	Entry Method	Comments	
Wet Well	Permit Required		
Valve Vault	Alternate Entry for routine inspections. Permit Required for any work beyond routine inspection.	Passive ventilation present. Use portable blower for ventilation.	

COLLEGE LIFT STATION			<i>555 31st Street, Downers Grove</i>
Confined Space	Entry Method	Comments	
Wet Well	Permit Required		
Valve Vault	Alternate Entry for routine inspections. Permit Required for any work beyond routine inspection.	Use portable blower for ventilation.	
Flow Meter Vault	Permit Required		

EARLSTON LIFT STATION			<i>717 41st Street, Downers Grove</i>
Confined Space	Entry Method	Comments	
Earlston Upper Level	Non Permit Confined Space	Fixed forced air building ventilation present.	
Earlston Lower Level	Alternate Entry for routine inspections. Permit Required for any work beyond routine inspection.	Fixed forced air building ventilation present.	
Flow Meter Vault	Permit Required		
Pump 3 Valve Vault	Permit Required		
Wet Well	Permit Required		
Biofilter	Alternate Entry	Use portable blower for ventilation.	

HOBSON LIFT STATION <i>2549 Huntleigh Lane, Woodridge</i>		
Confined Space	Entry Method	Comments
Wet Well	Permit Required	
Dry Well	Alternate Entry for routine inspections. Permit Required for any work beyond routine inspection.	Fixed forced air building ventilation present.
Biofilter	Alternate Entry	Use portable blower for ventilation.

LIBERTY PARK LIFT STATION <i>W 41st St & N Adams St, Westmont</i>		
Confined Space	Entry Method	Comments
Wet Well	Permit Required	
Valve Vault	Alternate Entry for routine inspections. Permit Required for any work beyond routine inspection.	Passive ventilation present. Use portable blower for ventilation.

NORTHWEST LIFT STATION <i>21W042 Finley Road, Downers Grove</i>		
Confined Space	Entry Method	Comments
Wet Well	Permit Required	
Flow Meter Vault	Permit Required	
Control room, upper level	Non Permit Confined Space	
Control Room, mid level and lower level.	Alternate Entry for routine inspections. Permit Required for any work beyond routine inspection.	Fixed forced air building ventilation present.

WROBLE LIFT STATION <i>404. W. 63rd Street, Westmont</i>		
Confined Space	Entry Method	Comments
Wet Well	Permit Required	
Flow Meter Vault	Permit Required	
Dry Well	Alternate Entry for routine inspections. Permit Required for any work beyond routine inspection.	Fixed forced air building ventilation present.

VENARD LIFT STATION		<i>3711 Venard Road, Downers Grove</i>
Confined Space	Entry Method	Comments
Wet Well	Permit Required	
Valve Vault	Alternate Entry for routine inspections. Permit Required for any work beyond routine inspection.	Passive ventilation present. Use portable blower for ventilation.

3.5 Notification About DGSD Confined Spaces

In order to notify employees of the existence, location, and danger posed by the spaces, the District has posted Confined Space signage at the entrance of each confined space. Confined spaces that require an entry permit have posted signs stating that a permit is required. Confined spaces that may be entered via the alternate entry method have posted signs stating that only trained personnel may enter.

As it is well known that the entire sewer system, including pipes, manholes, and other related appurtenances, are permit required spaces, signage is not required for the sewer system. However, as part of their training, all affected employees are taught to associate manholes and other sewer system entry points with the Permit Required Confined Space sign and are required to perform permit required entry procedures whenever entering a manhole or other sewer system appurtenances.

3.6 Temporary Barriers to Open Manholes

OSHA 1910.146(c)(5)(ii)(B) states:

When entrance covers are removed, the opening shall be promptly guarded by a railing, temporary cover, or other temporary barrier that will prevent an accidental fall through the opening and that will protect each employee working in the space from foreign objects entering the space.

In compliance with 1910.146(c)(5)(ii)(B), a barrier will be used to prevent accidental fall through the manhole opening unless a hazard analysis for that task indicates it is not required.

4 ROLES AND RESPONSIBILITIES

4.1 Authorized Entrant

Authorized Entrant duties per OSHA 29 CFR 1910.146(h)

- Knows the hazards that may be faced during entry, including information on the mode, signs or symptoms, and consequences of the exposure;
- Properly uses the following equipment:
 - Atmospheric testing meters
 - Ventilating equipment needed to obtain acceptable entry conditions;
 - Communications equipment (telephone, radio)
 - PPE and barrier protection (face and eye protection, hard hat, gloves, coveralls)

- Lighting equipment needed to see well enough to work safely and exit the space quickly in an emergency
 - Equipment, such as ladders, needed for safe ingress and egress
 - Non-entry rescue equipment
- Communicates with the attendant as necessary to enable the attendant to monitor entrant status and to enable the attendant to alert entrants of the need to evacuate the space
- Alerts the attendant whenever:
 - The entrant recognizes any warning sign or symptom of exposure to a dangerous situation, or
 - The entrant detects a prohibited condition; and
- Exits from the permit space as quickly as possible whenever:
 - An order to evacuate is given by the attendant or the entry supervisor,
 - The entrant recognizes any warning sign or symptom of exposure to a dangerous situation,
 - The entrant detects a prohibited condition, or
 - An evacuation alarm is activated.

4.2 Authorized Attendant

Authorized Attendant duties per OSHA 29 CFR 1910.146(i)

- Knows the hazards that may be faced during entry, including information on the mode, signs or symptoms, and consequences of the exposure;
- Is aware of possible behavioral effects of hazard exposure in authorized entrants;
- Continuously maintains an accurate count of authorized entrants in the permit space;
- Remains outside the permit space during entry operations until relieved by another attendant;
- Communicates with authorized entrants as necessary to monitor entrant status and to alert entrants of the need to evacuate the space;
- Monitors activities inside and outside the space to determine if it is safe for entrants to remain in the space and orders the authorized entrants to evacuate the permit space immediately under any of the following conditions;
 - If the attendant detects a prohibited condition;
 - If the attendant detects the behavioral effects of hazard exposure in an authorized entrant;
 - If the attendant detects a situation outside the space that could endanger the authorized entrants; or
 - If the attendant cannot effectively and safely perform all their duties required;
- Summon rescue and other emergency services as soon as the attendant determines that authorized entrants may need assistance to escape from permit space hazards;
- Takes the following actions when unauthorized persons approach or enter a permit space while entry is underway:
 - Warn the unauthorized persons that they must stay away from the permit space;
 - Advise the unauthorized persons that they must exit immediately if they have entered the permit space; and
 - Inform the authorized entrants and the entry supervisor if unauthorized persons have entered the permit space;
- Performs non-entry rescues as specified by the employer's rescue procedure; and
- Performs no duties that might interfere with the attendant's primary duty to monitor and protect the authorized entrants.

4.3 Entry Supervisor

Entry Supervisor duties per OSHA 29 CFR 1910.146(j)

- Knows the hazards that may be faced during entry, including information on the mode, signs or symptoms, and consequences of the exposure;
- Verifies, by checking that the appropriate entries have been made on the permit, that all tests specified by the permit have been conducted and that all procedures and equipment specified by the permit are in place before endorsing the permit and allowing entry to begin;
- Terminates the entry and cancels the permit when:
 - The entry operations covered by the entry permit have been completed; or
 - A condition that is not allowed under the entry permit arises in or near the permit space;
- Verifies that rescue services are available and that the means for summoning them are operable;
- Removes unauthorized individuals who enter or who attempt to enter the permit space during entry operations; and
- Determines, whenever responsibility for a permit space entry operation is transferred and at intervals dictated by the hazards and operations performed within the space, that entry operations remain consistent with terms of the entry permit and that acceptable entry conditions are maintained.
- Ensures employees have appropriate PPE and safety equipment.
- Ensures safety equipment has been inspected and calibrated.

4.4 Department Supervisor

Department Supervisor duties:

- Assigns the work task and roles for the confined space entry.
- Issues confined space entry permits, either in-person or via email.
- Ensures employees are trained in confined space entry procedures;
- Ensures the appropriate PPE and safety equipment is available to all necessary employees.
- Receives and signs the completed entry permit, and ensures that the permit is scanned and stored properly. If the permit was issued via email, attach email to scanned permit.

5 CONFINED SPACE ENTRIES REQUIRING A FULL PERMIT

5.1 Determining if Full Permit Entry Procedures Apply

A permit is required for Confined Space Entry if one or more of the following criteria apply regarding the space.

- Contains or has a potential to contain a hazardous atmosphere;
- Contains a material that has the potential for engulfing an entrant;
- Has an internal configuration such that an entrant could be trapped or asphyxiated by inwardly converging walls or by a floor which slopes downward and tapers to a smaller cross-section; or
- Contains any other recognized serious safety or health hazard.

5.2 Permit-Required Confined Space Entry Procedure

5.2.1 Assign job and roles.

The Department Supervisor shall assign the work and roles for the job. During entry into a permit required space, three employees will be present to complete the work. Each employee will have an assigned role during the entry procedure. The assigned roles are listed below and are detailed in Section 4:

- Authorized Entrant
- Authorized Attendant
- Entry Supervisor

5.2.2 Pre-entry checklist

The pre-entry checklist shall be completed by the Entry Supervisor prior to each permit space entry. The checklist is attached in Appendix C.

5.2.3 Confined Space Entry Permit

The Confined Space Entry Permit information is to be completed in writing by the Department Supervisor issuing the permit and the designated Authorized Entry Supervisor. The permit must be kept at the job site for the duration of the job. A blank copy of DGSD's Confined Space Entry Permit is contained in Appendix D and is also available on the shared drives as a form-fillable Word document.

The completed permit must be made available at the time of entry to all authorized entrants, by posting it at the entry portal or by any another equally effective means, so that entrants can confirm pre-entry preparations have been completed.

If conditions for which entry was approved change, a new Confined Space Entry Permit must be completed.

Hazards must be noted on the permit. Below are typical hazards of the confined space entry work done by DGSD:

- Engulfment
- Atmospheric hazards – low oxygen, hydrogen sulfide, carbon monoxide, combustible gas (methane)
- Traffic hazards
- Fall hazards
- Other potential hazards

5.2.4 Site Protection

Survey the surrounding area to avoid hazards such as vapors from tanks, pipes, or sewers. Set up pedestrian, vehicle, or other barriers necessary to protect Entrant and Attendant from external hazards.

5.2.5 Atmospheric Testing

Prior to entry, measure and record:

- Oxygen (O₂) – must be 19.5% to 23.5%
- Toxic gases (H₂S, hydrogen sulfide) – must be less than 10 ppm
- Combustible gas (CH₄, methane) – must be less than 10% of the LFL (lower flammable limit)

If using an individual gas meter, when testing for atmospheric hazards, test first for oxygen, then for combustible gases and vapors, and then for toxic gases and vapors. [Note: Current DGSD meters test all gases simultaneously].

Calibration of all monitoring equipment shall be conducted as per the Manufacturer's specifications. At a minimum, all direct reading instruments shall be bumped checked daily before use. If a bump check is not successful, a full calibration by the user shall be conducted.

If the atmospheric test indicates a hazardous atmosphere or oxygen richness/deficiency, do not enter the confined space. Report this information to the Department Supervisor who issued the permit.

After taking the pre-entry readings and getting safe results, the entrant must attach the meter to his/her person for continuous monitoring while in the confined space. Testing is also required prior to re-entry after a work break or departure from the space.

Note: The FRP (Fiber Reinforced Plastic) Bisulfite tanks (in Building B) and Hypochlorite tanks (in Building E) are permit required confined spaces. When these tanks are opened for cleaning, additional atmospheric testing is required. Refer to the JSAs for hazard mitigation related to sulfur dioxide in the bisulfite tanks and chlorine in the hypochlorite tanks.

Immediately provide each authorized entrant with the results of any testing.

5.2.6 Ventilation

Use portable blower fan to ventilate the space if atmospheric hazard is present.

The air supply for the forced air ventilation shall be from a clean source and may not increase the hazards in the space.

If using the bumper crane, attach exhaust extension tube to route vehicle's exhaust away from the workspace.

An authorized entrant may not enter the space until the forced air ventilation has eliminated any hazardous atmosphere.

The forced air ventilation shall be so directed as to ventilate the immediate areas where an employee is or will be present within the space and shall continue until all employees have left the space

The atmosphere within the space shall be continuously monitored to ensure that the continuous forced air ventilation is preventing the accumulation of a hazardous atmosphere. Any employee who enters the space, shall be provided with an opportunity to observe the testing.

Note: Control of atmospheric hazards through forced air ventilation does not constitute elimination of the hazards.

5.2.7 Personal Protective Equipment

The Authorized Entrant shall use PPE including eye protection, gloves, coveralls, hard hat, audible alarm, respirator (if necessary), fall arrest system, and retrieval system detailed in the next section.

5.2.8 Retrieval System

The Authorized Entrant shall use a full body harness with retrieval line attached to the center of their back near shoulder level. The other end of the retrieval line shall be attached to a mechanical lifting device such as a tripod or an electrical or manual winch. The lifting device shall have a device to prevent free-fall of the entrant. A secondary retrieval line, a rope or manual winch, shall also be attached to the harness for manual retrieval of the entrant.

5.2.9 Entering the Confined Space

Place atmospheric monitoring device on Authorized Entrant for continuous monitoring. Test cell phone signal to verify connection for emergency communication with 911. With PPE on and retrieval system attached, the Authorized Entrant may now enter the confined space with caution.

5.2.10 Observation and Monitoring of Entrant

At all times when a person is in a permit-required confined space, at least one person must remain at the confined space entrance and continuously observe the person in the confined space. If the oxygen/gas monitor alarm sounds, remove the person from the confined space immediately. If the person in the confined space exhibits any sign of distress or behavioral effects (dizziness, trouble in breathing or working, etc.) call 911, and proceed with non-entry rescue. Do not enter the confined space. Administer first aid or CPR if needed and if you are properly trained to do so. Notify the Department Supervisor.

5.2.11 Completion

Following the completion of the confined space work, close off the permit space and cancel the Confined Space Entry Permit. Permits shall be returned to the Department Supervisor who initiated them. Confined Space Entry Permits shall be scanned and digital copies kept for 5 years. Paper permits can be shredded after scanning per the Illinois Local Records Act (50 ILCS 205).

6 CONFINED SPACE ENTRIES WITH ALTERNATIVE TO FULL PERMIT

6.1 Determining if Alternate Entry Procedures Apply

The OSHA Permit-Required Spaces Standard provides for alternative (less stringent than full permit procedures) entry procedures in cases where the only hazard in a space is atmospheric and the hazard can be controlled by forced air (OSHA 29 CFR 1910.146(c)(5)). The alternative procedure is allowed only in cases where the following four conditions are met:

1. No Actual or Potential Hazardous Atmosphere
 - The only hazard in the confined space is a hazardous atmosphere that can be controlled by continuous forced air ventilation.
2. Monitoring and Verification Before Entry

- Before any employee enters, the atmosphere must be tested to ensure that no hazardous conditions exist.
- 3. Use of Continuous Ventilation
 - Forced air ventilation must be continuously supplied to maintain a safe atmosphere while employees are inside.
- 4. Employee Protection
 - If a hazardous atmosphere is detected at any time, employees must evacuate the space immediately.
 - The space must be reevaluated and full Permit-Required Confined Space Entry Procedures implemented if necessary.

6.2 Alternate Confined Space Entry Procedure

6.2.1 Assign job and roles.

Unlike a permit required entry, an alternate entry may be done by one person, the Entrant.

6.2.2 Site Protection

Survey the surrounding area. If hazards such as vapors from tanks, pipes, or sewers exist or hazards related to surrounding traffic exist, convert to full permit entry procedure. If none of these hazards exist, continue with alternate entry procedure.

6.2.3 Atmospheric Testing

Prior to entry, measure and record:

- Oxygen (O₂) – must be 19.5% to 23.5%
- Toxic gases (H₂S, hydrogen sulfide) – must be less than 10 ppm
- Combustible gas (CH₄, methane) – must be less than 10% of the LFL (lower flammable limit)

If using an individual gas meter, when testing for atmospheric hazards, test first for oxygen, then for combustible gases and vapors, and then for toxic gases and vapors. [Note: Current DGSD meters test all gases simultaneously].

Calibration of all monitoring equipment shall be conducted as per the Manufacturer's specifications. At a minimum, all direct reading instruments shall be bumped checked daily before use. If a bump check is not successful, a full calibration by the user shall be conducted.

If the atmospheric test indicates a hazardous atmosphere or oxygen richness/deficiency, do not enter the confined space. Report this information to a Department Supervisor.

After taking the pre-entry readings and getting safe results, the entrant must attach the meter to his/her person for continuous monitoring while in the confined space. Testing is also required prior to re-entry after a work break or departure from the space.

6.2.4 Ventilation

The use of portable forced ventilation must be utilized when permanent / fixed ventilation device(s) are not present. These spaces are identified in Section 3.

6.2.5 Personal Protective Equipment

The Authorized Entrant shall use PPE appropriate to the space, which may include eye protection, gloves, coveralls, and hard hat.

7 EMERGENCY RESPONSE

In the case of an emergency during a confined space entry, 911 will be called. 911 has been selected as the District's rescue service because the local fire departments that would respond to an emergency at the WWTC or in the service area meet the criteria of 1910.146(k)(1)(iii).

These responders:

- Have the capability to reach the victim(s) within a time frame that is appropriate for the permit space hazard(s) identified; and
- Are equipped for and proficient in performing the needed rescue services.

DGSD's WWTC and service area are located in a metropolitan area serviced by highly skilled and trained full-time first responders. In 2024, a document about DGSD's confined space entry work including detailed information about the lift stations and air relief valve manholes was provided to the local first responder jurisdictions listed below. This document meets the requirement of 1910.146(k)(1)(iv) to inform rescuers of the hazards they may confront when called on to perform a confined space rescue. The document will be updated and redistributed to emergency jurisdictions as appropriate. Additionally, first responders from Downers Grove Fire Department, Lisle Woodridge Fire Department, and Westmont Fire Department have visited both the WWTC and selected lift stations and have confirmed their ability to perform confined space rescues there.

Fire:

Downers Grove Fire Department
Lisle Woodridge Fire Department
Westmont Fire Department
Lombard Fire Department
Oakbrook Fire Department
Darien Woodridge Fire Department

Police:

Downers Grove Police Department
Woodridge Police Department
Westmont Police Department
Lombard Police Department
Oakbrook Police Department
Darien Police Department
DuPage County Sheriff

DGSD employees are not allowed to enter the permit space to conduct a rescue. DGSD employees may perform a "non-entry rescue" by pulling the entrant out of the confined space using the retrieval system.

8 TRAINING

Training is essential so that all employees whose work involves confined space entry acquire the understanding, knowledge, and skills necessary for the safe performance of the work. In compliance with 29 CFR 1910.146(g), training will be provided:

- Before the employee is first assigned duties;
- Before there is a change in assigned duties;
- Whenever there is a change in permit space operations that presents a hazard about which an employee has not been previously trained;

- Whenever the employer has reason to believe there are deviations from the confined space entry procedures or there are inadequacies in the employee's knowledge or use of these procedures.

DGSD will train employees every 2 years. DGSD will utilize an OSHA-approved training vendor, either online or in-person. Additionally, Department Supervisors will develop on the job (OTJ) training for new employees and will determine when the new employee is ready to function as an entrant, attendant, or site supervisor. Department Supervisors will keep records of all OTJ training related to confined spaces.

Each employee involved in confined space entry must be trained in their assigned duties. No person may participate in a confined space entry procedure unless they have been trained on their role and responsibilities in the entry process. Any employee who believes that they are not familiar with their assigned duties shall notify their supervisor and shall not participate in the entry.

9 EQUIPMENT MAINTENANCE

The safety equipment used in confined space entry shall be maintained on a regular basis to ensure that the equipment functions properly.

- Portable atmospheric testers (gas meters) will be bump tested before each use. Portable atmospheric testers will be calibrated if necessary prior to use and at least every 30 days at a minimum.
- Lifting devices such as bumper cranes and winches shall be certified annually by an outside safety inspector.
- Crane cables will be inspected before each entry. Any cables with frays or defects will be reported to the department supervisor and will not be used for the entry.
- Ropes, if applicable, will be inspected before each use. Any ropes with frays or defects will be immediately disposed of and not used for the entry.
- Body harnesses will be inspected before each use. Any harness with frays, defects, or broken/rusted rings will be disposed of and not used for the entry.

10 CONTRACTORS AND CONFINED SPACES

Outside contractors hired by the District and their subcontractors to perform work which requires permit required confined space activities shall be solely responsible for the safety of their own employees at all times. If outside contractors and their subcontractors are hired to do permit-required confined space work, DGSD shall inform the contractor that the workplace contains permit spaces and that permit space entry is allowed only through compliance with a permit space program meeting the requirements of this section. DGSD will also provide the contractor with all available information regarding the hazards present in the permit space, and apprise the contractor of the precautions and procedures DGSD has implemented for the protection of DGSD employees. The contractor must have their own confined space entry program that complies with OSHA requirements. The contractor must have their own safety equipment associated with said program such as atmospheric testers, safety harnesses, lifting devices, and retrieval systems. DGSD does not supervise the day-to-day activities of the contractors. The contractor, is responsible for, and, must have their own confined space program.

If the contractor does not have a confined space entry program and does not use appropriate safety equipment, the contractor and its employees shall not be allowed to enter the confined space.

11 RETENTION OF CONFINED SPACE ENTRY PERMITS

OSHA 1910.146(e)(6) states:

The employer shall retain each canceled entry permit for at least 1 year to facilitate the review of the permit-required confined space program required by paragraph (d)(14) of this section. Any problems encountered during an entry operation shall be noted on the pertinent permit so that appropriate revisions to the permit space program can be made.

Section 16 of the District's Master Index from the Illinois Local Records Unit states:

Confined Space Entry Permits – Retain for five (5) years after superseded, then dispose of.

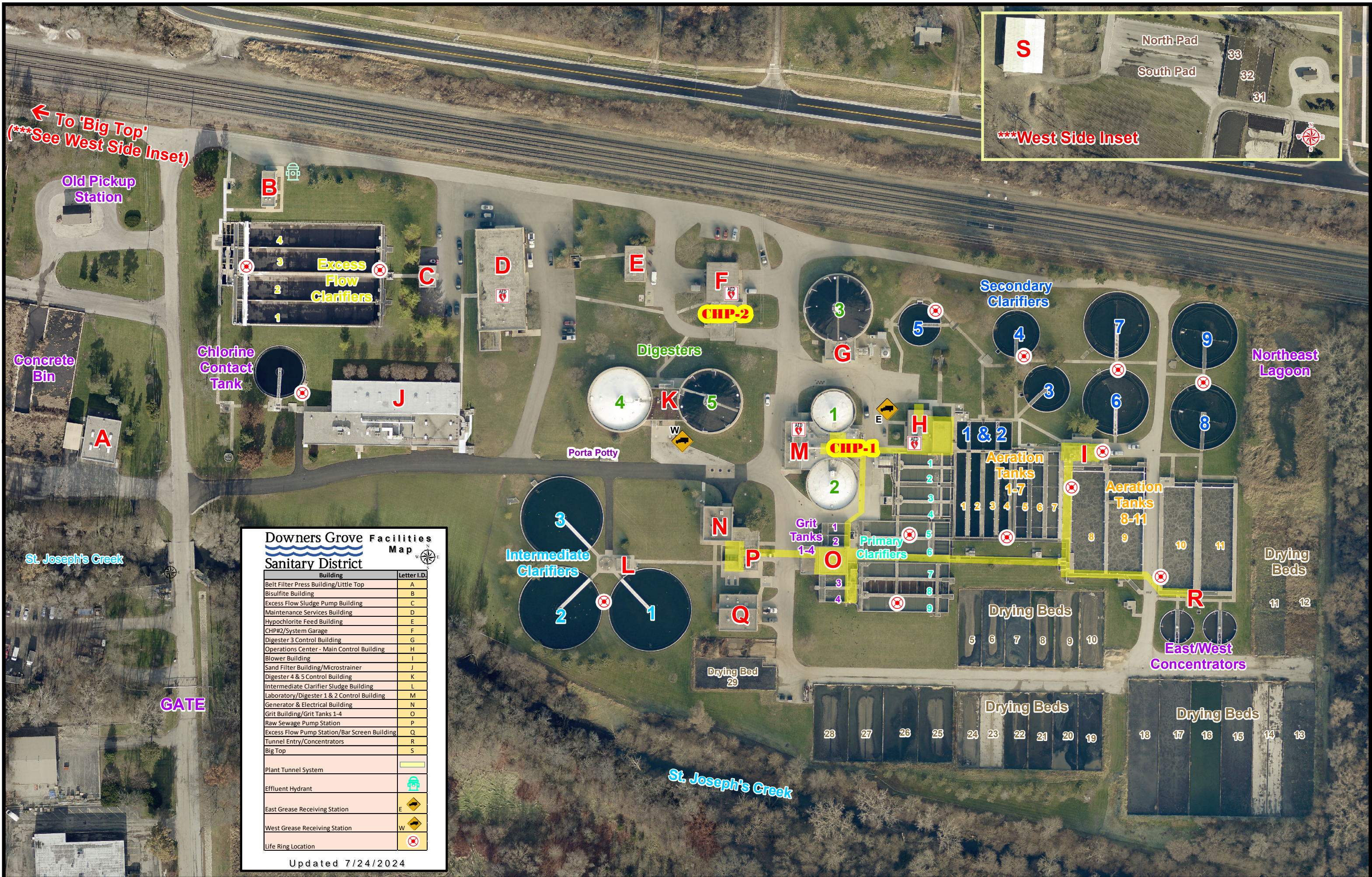
Therefore, DGSD Confined Space Entry Permits will be retained for 5 years.

12 REVISIONS TO THE PROGRAM

The District will review this program annually per 29 CFR 1910.146(d)(14) in order to continue to best protect its employees, and revise the program as necessary.

APPENDIX A – WWTC MAP

The following page is an 11x17 map of the WWTC.



← To 'Big Top'
(***)See West Side Inset)



Downers Grove Sanitary District Facilities Map

Building	Letter I.D.
Belt Filter Press Building/Little Top	A
Bisulfite Building	B
Excess Flow Sludge Pump Building	C
Maintenance Services Building	D
Hypochlorite Feed Building	E
CHP#2/System Garage	F
Digester 3 Control Building	G
Operations Center - Main Control Building	H
Blower Building	I
Sand Filter Building/Microstrainer	J
Digester 4 & 5 Control Building	K
Intermediate Clarifier Sludge Building	L
Laboratory/Digester 1 & 2 Control Building	M
Generator & Electrical Building	N
Grit Building/Grit Tanks 1-4	O
Raw Sewage Pump Station	P
Excess Flow Pump Station/Bar Screen Building	Q
Tunnel Entry/Concentrators	R
Big Top	S

Plant Tunnel System	
Effluent Hydrant	
East Grease Receiving Station	E
West Grease Receiving Station	W
Life Ring Location	

Updated 7/24/2024

APPENDIX B: EXAMPLE CONFINED SPACE SIGNS

Permit Required
Confined Space Sign



Alternate Entry Sign



Sign for Spaces
of Dual Classification



APPENDIX C: PERMIT SPACE PRE-ENTRY CHECKLIST

This checklist must be completed whenever entering a permit space.

Job Site:	Confined Space Location:		
Entry Purpose / Equipment to be Worked On:			
		Yes	No
1	Did your survey of the surrounding area show it to be free of hazards such as drifting vapors from tanks, piping, or sewers?	<input type="checkbox"/>	<input type="checkbox"/>
2	Does your knowledge of industrial or other discharges indicate this area is likely to remain free of dangerous air contaminants while occupied?	<input type="checkbox"/>	<input type="checkbox"/>
3	Are you trained in operation of the gas monitor to be used?	<input type="checkbox"/>	<input type="checkbox"/>
4	Has a gas monitor functional test (Bump Test) been performed on the gas monitor to be used for this shift?	<input type="checkbox"/>	<input type="checkbox"/>
5	Did you test the atmosphere of the confined space prior to entry?	<input type="checkbox"/>	<input type="checkbox"/>
6	Did the atmosphere check as acceptable (no alarms given)?	<input type="checkbox"/>	<input type="checkbox"/>
7	Will the atmosphere be continuously monitored while the space is occupied?	<input type="checkbox"/>	<input type="checkbox"/>
8	If there is a hazardous atmosphere, will continuous forced air ventilation alone be sufficient to maintain the space safe for entry?	<input type="checkbox"/>	<input type="checkbox"/>
9	Is non-entry rescue equipment available and worn by entrants?	<input type="checkbox"/>	<input type="checkbox"/>
10	Are entrants wearing the required PPE?	<input type="checkbox"/>	<input type="checkbox"/>
<i>If any answer to Questions 1-9 is No, the permit cannot be issued.</i>		Yes	No
11	Is the potential of a hazardous atmosphere the only hazard posed by the confined space?	<input type="checkbox"/>	<input type="checkbox"/>
<i>If the answer to Question 11 is No, the additional hazards and controls must be listed on the Permit (Appendix D)</i>			

Entry Supervisor: _____

(print)

(sign)

(Date & Time)

APPENDIX D: CONFINED SPACE ENTRY PERMIT

DOWNERS GROVE SANITARY DISTRICT CONFINED SPACE ENTRY PERMIT

This permit is in effect for the dates listed and is voided if the conditions for which entry was approved change. Safe Operating Procedures are required in addition to this permit. This permit must be posted near entry point until the completion of work, and then returned to the issuing supervisor to be kept on file for 5 years.

General

Permit Issue Date:	Permit Expiration Date:
Job Site:	Confined Space Location:

Entry Purpose / Equipment to be Worked On:

Issuing Department Supervisor: ☐ In Person (*sign*) ☐ Email (*attach*)

Entry Supervisor:	Attendant(s):	Entrant(s):
--------------------------	----------------------	--------------------

Emergency & Rescue Plan

In an emergency, call 911. Emergency responders have been apprised of the hazards and have evaluated the space. Do not enter the space to perform rescue. Only non-entry rescue is allowed.

Hazards Identification and Controls

Hazard	Yes	No	Control	Hazard	Yes	No	Control
Atmospheric	<input type="checkbox"/>	<input type="checkbox"/>		Egress	<input type="checkbox"/>	<input type="checkbox"/>	
Engulfment	<input type="checkbox"/>	<input type="checkbox"/>		Lighting	<input type="checkbox"/>	<input type="checkbox"/>	
Fall	<input type="checkbox"/>	<input type="checkbox"/>		Chemical	<input type="checkbox"/>	<input type="checkbox"/>	
Electrical	<input type="checkbox"/>	<input type="checkbox"/>		Mechanical (unguarded items)	<input type="checkbox"/>	<input type="checkbox"/>	
Heat/Cold	<input type="checkbox"/>	<input type="checkbox"/>		Animal/Insect	<input type="checkbox"/>	<input type="checkbox"/>	
Vehicle/Traffic	<input type="checkbox"/>	<input type="checkbox"/>		Noise	<input type="checkbox"/>	<input type="checkbox"/>	

Other Hazards & Control:

LOTO Required? <input type="checkbox"/> Yes <input type="checkbox"/> No	Lock Holder's Name:
--	----------------------------

Safety Equipment Checklist

- | | | |
|---|---|---|
| <input type="checkbox"/> Atmospheric Tester | <input type="checkbox"/> Safety Harness | <input type="checkbox"/> Communication Equipment |
| <input type="checkbox"/> Blower | <input type="checkbox"/> Lifting Device | <input type="checkbox"/> Protective Clothing |
| <input type="checkbox"/> Manhole Guard | <input type="checkbox"/> Low Voltage Lighting | <input type="checkbox"/> Traffic Delineation |
| <input type="checkbox"/> Non-Sparking Tools | <input type="checkbox"/> First Aid Kit | <input type="checkbox"/> Confined Space Entry Program |

Atmospheric Testing

Atmospheric Monitoring Device:				Serial Number:					
Tests to be taken	Acceptable Range	Time	Reading	Time	Reading	Time	Reading	Time	Reading
O2 <i>Percent of Oxygen</i>	19.5% to 23.5%								
LEL <i>Lower Explosive Limit</i>	Below 10%								
CO <i>Carbon Monoxide</i>	Below 35 ppm								
H2S <i>Hydrogen Sulfide</i>	Below 10 ppm								

(turn over for more →)

NOTES:**Acknowledgement**

I have been trained for the confined space job duties assigned and agree with the conditions listed on the entry permit.

Entrant:*(print)**(sign)**(Date & Time)***Attendant:***(print)**(sign)**(Date & Time)***Authorization**

I have reviewed the information on this permit and certify that actions and conditions necessary for safe entry have been performed.

Entry Supervisor:*(print)**(sign)**(Date & Time)***Cancellation**

This permit has been cancelled for the reason listed below.

Entry Supervisor:*(print)**(sign)**(Date & Time)***Cancellation Reason:** ☐ Work Complete ☐ Conditions Violate Permit ☐ Other *(specify)***Completion****Completed Permit Received By:***(department supervisor)**(print)**(sign)**(Date & Time)*

DOWNERS GROVE SANITARY DISTRICT

MEMO

TO: Board of Trustees

FROM: Carly Shaw
Administrative Supervisor

DATE: September 23, 2025

RE: Operations Report – Accounting Software Demonstration

On June 2, 2025 the District implemented a new accounting software with BS&A. To my knowledge the district has utilized the previous accounting software for over 30 years. This was a highly customized process specific to the Downers Grove Sanitary District's accounting needs. We had dedicated programmers through Curtis Martin Group to assist when problems arose, or we needed to make any adjustments to our processing. Sometime within the last 10 years, Curtis Martin was able to develop a graphical user interface (GUI) to make the accounts payable and the payroll process easier. The complexity of the User Billing and General Ledger interface prevented the district from investing in the development of a GUI for those processes.

With the aging of the software and the reduced capabilities we had in keeping up with changes, it was decided to investigate replacement options in 2023. Upon review of three different products, staff decided that BS&A would be the best option. I will be providing a demonstration of this new software and showing how it compares to the old software at the September 23 Board Meeting. Due to the confidentiality of information with the accounting software, I did not create a formal presentation therefore one will not be included in the board packet.

CC: AES, JMW, ME, KJR, RTJ, MJS, ARU, DM

To: Board of Trustees
From: Amy Underwood
Re: Facility Planning Report for August 2025
Date: September 19, 2025

A payment request from Baxter & Woodman (B&W) for this project is included in the September Claim Ordinance.

Engineer's Fee	\$320,000.00
Total Completed to Date	\$295,006.46
Less Previous Payments	<u>-\$262,389.21</u>
Current Payments Due	<u>\$32,617.25</u>
Remaining	\$24,993.54

B&W continues to work on the lift station and collection system recommendations.

B&W is preparing cost estimates and a phased implementation schedule for the wastewater treatment center portion of the plan.

C: BOLI, CS, DM

**BOARD OF LOCAL IMPROVEMENTS
DOWNERS GROVE SANITARY DISTRICT**

PROPOSED AGENDA

September 23rd, 2025

6:30 p.m.

- I. Approve Minutes of August 19th, 2025
- II. Public Comment
- III. P719: 828 Warren Avenue – Multi Family Apartment Building
- IV. P720: 5112 Forest Avenue – Multi Family Mixed Use Building
- V. P721: 3900 Finley Road – Warehouse

BOARD OF LOCAL IMPROVEMENTS MINUTES

August 19, 2025

A meeting of the Board of Local Improvements of the Downers Grove Sanitary District was held on Tuesday, August 19, 2025. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were Board Members Kenneth J. Rathje, Robert T. Jungwirth, Mark J. Scacco, and General Manager Amy R. Underwood, Administrative Supervisor Carly Shaw, Sewer Construction Supervisor Keith W. Shaffner, Information Coordinator Alyssa J. Caballero, and Trustees Amy E. Sejnost and Mark Eddington and Attorney Dan McCormick. President Rathje called the meeting to order at 6:45 p.m. Also present were Derek Wold and Amanda Streicher with Baxter & Woodman.

Election of Officers

A motion was made by Jungwirth seconded by Scacco nominating Kenneth J. Rathje as President of the Board of Local Improvements, closing the nominations and electing Kenneth J. Rathje as President. The motion carried. (Votes recorded: Ayes–Rathje, Jungwirth and Scacco.) A motion was made by Scacco seconded by Jungwirth nominating Robert T. Jungwirth as Vice President, closing the nominations, and electing Robert T. Jungwirth as Vice President. The motion carried. (Votes recorded: Ayes– Rathje, Jungwirth and Scacco.) A motion was made by Jungwirth seconded by Scacco nominating Mark J. Scacco as Clerk, closing the nominations, and electing Mark J. Scacco as Clerk. The motion carried. (Votes recorded: Ayes– Rathje, Jungwirth and Scacco.)

Minutes of April 15, 2025, Meeting

A motion was made by Jungwirth seconded by Scacco approving the revised minutes of the meeting held on April 15, 2025. The motion carried.

Public Comment – None

P718 – 5724 Lomond Avenue, Downers Grove

The Board reviewed a request for sanitary sewer service from Daniel Rubel, property owner, for a proposed new single-family home located at 5724 Lomond Avenue, Downers Grove with a gross acreage of 0.76 acres. The property will need a 200-foot sewer main extension to be served. The proposed single-family home will generate an estimated wastewater flow of 350 gallons per day. Service can be provided the proposed home by extending the sanitary sewer main located on 59th Street to the south. The downstream trunk sewers have adequate reserve capacity to serve this request. Staff recommended approval of this request. Jungwirth inquired if the house is incorporated in the Village of Downers Grove. Staff confirmed not at this time. Rathje inquired if this extension would be eligible for recapture. Staff informed Board Members that the properties that this extension will cross already have sanitary sewer available to them, and no recapture will be collected. Jungwirth inquired about what side of the road the extension would be installed on. Staff informed Board Members the sanitary sewer main extension will be installed straight from the existing manhole to the home in the west right of way. A motion was made by Scacco seconded by Jungwirth approving this request subject to annexation, receipt of Illinois EPA permit, payment of all fees per ordinance, compliance with all District ordinances and standard conditions. The motion carried. (Votes recorded: Ayes– Rathje, Jungwirth and Scacco.)

Upon a motion by Jungwirth seconded by Scacco, the meeting was adjourned at 6:52 p.m. The motion carried.

Approved: September 23rd, 2025

Attest: _____
Clerk

President

BOARD OF LOCAL IMPROVEMENTS
September 12, 2025
STAFF BRIEFING

P719: 828 Warren Avenue, Downers Grove, IL

REQUEST:

Michael Gatto, the General Contractor, is requesting sanitary sewer service for a proposed new 20 unit multi-family building. The building is proposed to have 5 studios, 1 one-bedroom, 3 two-bedroom and 11 three-bedroom apartments. This property has a combined gross acreage of .5 acres. This property is within the District's Facilities Planning Area (FPA) and within the District's current corporate limits. The proposed building will generate an estimated wastewater flow of 4,850 gallons per day or a density of 97 PE per acre, which is above the District design flow allocation of 25 PE per acre for parcels. Additional Trunk Sewer Service Charge will be collected for the overage of the flow allocation. This is based on a flow factor of studio 1 PE, 1 bedroom at 1.5 PE, two and three bedrooms at 3 PE.

SUMMARY:

Service can be provided to the property by the existing sanitary sewer main located in Warren Avenue in front of the property. The downstream trunk sewers have adequate reserve capacity to serve this request. Staff recommend approval of this request subject to receipt of an Illinois EPA permit and payment of all fees per ordinance.

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET
DOWNERS GROVE, ILLINOIS 60515
(630) 969-0664

SANITARY SEWER SERVICE REQUEST

Location 828 Warren Ave., Downers Grove

Legal Description Lot _____ Block _____ Subdivision _____

P.I.N. 0908125014; 0908125015

Name of Owner on Deed _____ Phone No. (847) 778-9626

Developer HP Ventures LLC Phone No. (847) 778-9626

Name of Person Making Request Michael Gatto Phone No. (847) 778-9626

E mail: mikegatto@gmail.com

Address (we will be sending information regarding this request; please be sure address is legible)

828 Warren Ave. Downers Grove

This Applicant's Interest in This Property Owner

(Owner/Developer/Beneficiary Land Trust, etc.)

Number of Acres Involved 0.376 Present Zoning DB Proposed Zoning DB

Is the Property (A) Improved Yes

(B) Vacant _____

(A) If Improved, Describe Improvements One single family home, one commercial building

Number & Type of Units _____

(B) If Vacant or Additional Improvements or Remodeling Are Proposed, Describe New construction

20 Unit multi family. 5 studios; 1 one bedroom; 3 two bedrooms; 11 three bedrooms

Number & Type of Units see above

Estimated Starting Date of Project October 15, 2025

If You Propose to Annex to a Community, Which One _____

NOTE: If this request is for





- a multiple family development, indicate the number of units for each bedroom count.
- a restaurant, indicate the seating capacity and hours of operation. If drive-up is proposed, give the number of orders per day.
- a commercial project, indicate the floor area.
- an office/warehouse or light manufacturing development, indicate the floor area.
- an office/research development, indicate the floor area and number of employees.
- commercial/industrial buildings(s), provide an estimate of wastewater flow in gallons per day

****SERVICE REQUEST APPROVALS ARE VALID FOR SIX MONTHS****

Downers Grove Sanitary District P719 - Proposed Multi-Family Building 828 Warren Avenue



Legend

-  DGSD Annexed Parcels
-  Unannexed Parcels
-  Sanitary Manholes
-  Sanitary Sewer Main

0 35 70 140
Feet



8/20/2025 10:58:07 AM
11/24/2024 10:57:17 AM
C:\Users\jmorris\OneDrive\Documents\Drawings\moris\Warren Ave. Downers Grove\24-PR-1007\24-PR-1007-05.dwg
8/20/2025 10:58:07 AM
11/24/2024 10:57:17 AM
C:\Users\jmorris\OneDrive\Documents\Drawings\moris\Warren Ave. Downers Grove\24-PR-1007\24-PR-1007-05.dwg

W 8' W 8' W 8'

12" SAN
48" SAN

ROGERS STREET

24" STORM
7" PVC
CLEANOUT
RM 715.43

4" DIA. CB
OVER EXISTING PIPE
RM 714.50
INV 707.814 E&W
INV 711.42 S

FLAGSTONE WALL

INLET
RM 713.85
INV 710.50
INV 12" PVC
INV 715.43
S 12" PVC

CONC. WALL

FENCE POST

2 STORY FRAME BUILDING

WOOD STOOP

FLAGSTONE PATIO

INLET
RM 712.98
INV 710.50 N 12" PVC
INV 715.43 W 8" PVC
BOTTOM 710.50

12" CMP
2 LF @ 1.1

12" PVC
ALUMINUM
137 LF @ 1.0%

24" DIA. INLET
RM 717.00
INV 715.74 SE
INV 713.56 S & N

6" PVC
8 LF @ 3.2%

CATCH BASIN
RM 716.8
INV 714.3

12" CMP
2 LF @ 1.1

6" PVC
14 LF @ 1.0%

CLEANOUT
RM 715.30

TRANSFORMER

12" CMP
2 LF @ 1.1

12" PVC
ALUMINUM
137 LF @ 1.0%

24" DIA. INLET
RM 717.00
INV 715.74 SE
INV 713.56 S & N

6" PVC
8 LF @ 3.2%

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CLEANOUT
RM 715.30

TRANSFORMER

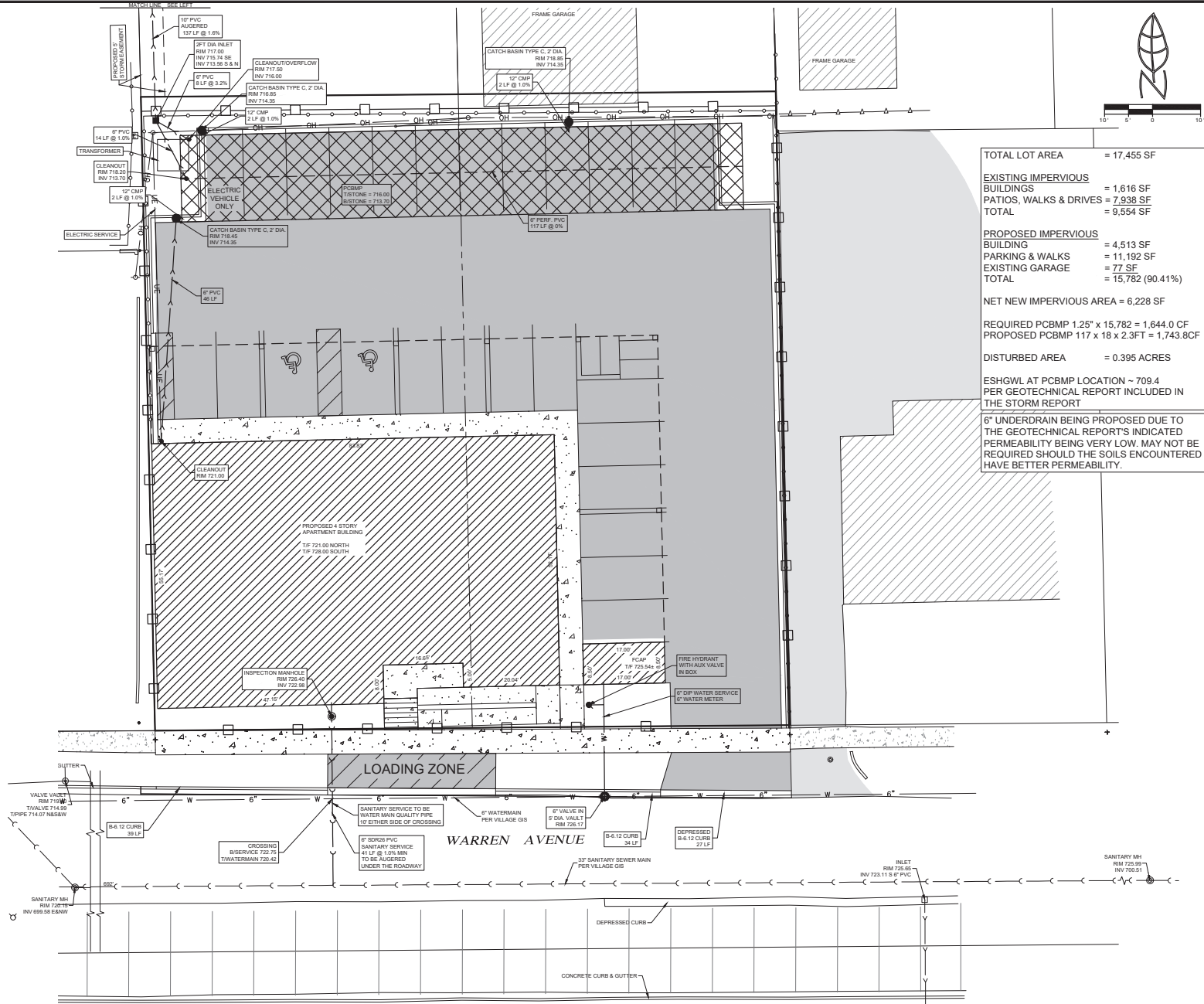
12" CMP
2 LF @ 1.1

12" PVC
ALUMINUM
137 LF @ 1.0%

24" DIA. INLET
RM 717.00
INV 715.74 SE
INV 713.56 S & N

6" PVC
8 LF @ 3.2%

CATCH BASIN
RM 716.8
INV 714.3



TOTAL LOT AREA = 17,455 SF

EXISTING IMPERVIOUS
BUILDINGS = 1,616 SF
PATIOS, WALKS & DRIVES = 7,938 SF
TOTAL = 9,554 SF

PROPOSED IMPERVIOUS
BUILDING = 4,513 SF
PARKING & WALKS = 11,192 SF
EXISTING GARAGE = 77 SF
TOTAL = 15,782 (90.41%)

NET NEW IMPERVIOUS AREA = 6,228 SF

REQUIRED PCBMP 1.25" x 15,782 = 1,644.0 CF
PROPOSED PCBMP 117 x 18 x 2.3FT = 1,743.8CF

DISTURBED AREA = 0.395 ACRES

ESHWGL AT PCBMP LOCATION ~ 709.4
PER GEOTECHNICAL REPORT INCLUDED IN
THE STORM REPORT

6" UNDERDRAIN BEING PROPOSED DUE TO
THE GEOTECHNICAL REPORT'S INDICATED
PERMEABILITY BEING VERY LOW. MAY NOT BE
REQUIRED SHOULD THE SOILS ENCOUNTERED
HAVE BETTER PERMEABILITY.

DATE	FOR	BY	REVISION
10/22/2024	FOR	FOR	1.0
10/22/2024	FOR	FOR	2.0
10/22/2024	FOR	FOR	3.0
10/22/2024	FOR	FOR	4.0
10/22/2024	FOR	FOR	5.0
10/22/2024	FOR	FOR	6.0
10/22/2024	FOR	FOR	7.0
10/22/2024	FOR	FOR	8.0
10/22/2024	FOR	FOR	9.0
10/22/2024	FOR	FOR	10.0
10/22/2024	FOR	FOR	11.0
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10/22/2024	FOR	FOR	97.0
10/22/2024	FOR	FOR	98.0
10/22/2024	FOR	FOR	99.0
10/22/2024	FOR	FOR	100.0

UTILITY PLAN

826 AND 830 WARREN AVENUE
DOWNERS GROVE, ILLINOIS

Morris Engineering, Inc.
Civil Engineering & Consulting
826 and 830 Warren Ave.
Downers Grove, IL 60532
Phone: (630) 271-0970
Fax: (630) 271-0774
Website: www.morrisinc.com

MEI
MORRIS ENGINEERING, INC.
CIVIL ENGINEERING & CONSULTING

FIELD: JMW
CHECKED: JMW
DESIGNED: JMW
DATE: 8/24/2024
ROAD: 100% 1"=10'
SHEET
5
OF 11 SHEETS
PROJECT: 24-PR-1007

BOARD OF LOCAL IMPROVEMENTS

September 12, 2025

STAFF BRIEFING

P720: 5112 Forest Avenue, Downers Grove, IL

REQUEST:

Brownstone Homes Ltd, the owner, is requesting sanitary sewer service for a proposed new mixed-use building. The building is proposed to have 1 restaurant, 3 retail units, 9 office units and 5 residential units. This property has a combined gross acreage of .6 acres. This property is within the District's Facilities Planning Area (FPA) and within the District's current corporate limits. The proposed building will generate an estimated wastewater flow of 10,200 gallons per day or a density of 163 PE per acre, which is above the District design flow allocation of 25 PE per acre for parcels. Additional Trunk Sewer Service Charge will be collected for the overage of the flow allocation. The wastewater PE estimate was provided by the owner and is attached to the packet.

SUMMARY:

Service can be provided to the property by the existing sanitary sewer main located in Forest Avenue in front of the property. The downstream trunk sewers have adequate reserve capacity to serve this request. Staff recommend approval of this request subject to receipt of an Illinois EPA permit and payment of all fees per ordinance.

P720

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET
DOWNERS GROVE, ILLINOIS 60515
(630) 969-0664

DATE 09/10/25

SANITARY SEWER SERVICE REQUEST

Location 5112 Forest, 5114 Forest, 5116 Forest, 5120 Forest - Downers Grove IL 60515

Legal Description Lot _____ Block _____ Subdivision _____

09-08-301-008 / 09-08-301-009 / 09-08-301-030 P.I.N. 09-08-301-031

Name of Owner on Deed Brownstone Homes Ltd Phone No. (630) 234-6474

Developer Brownstone Homes Ltd Phone No. (630) 234-6474

Name of Person Making Request Don Brown Phone No. (630) 243-6474

E mail: kelly.brownstonehomes@gmail.com

Address (we will be sending information regarding this request; please be sure address is legible)

1007 Curtiss St. #5, Downers Grove IL 60515

This Applicant's Interest in This Property owner/developer
(Owner/Developer/Beneficiary Land Trust, etc.)

Number of Acres Involved _____ Present Zoning DC Proposed Zoning DC

Is the Property (A) Improved X (B) Vacant X

(A) If Improved, Describe Improvements proposed: 1 restaurant unit, 3 retail units, 9 office units,
5 residential units

Number & Type of Units restaurant seating capacity approx 110 11a-10p; 5 res units=2 bedrooms ea

(B) If Vacant or Additional Improvements or Remodeling Are Proposed, Describe Existing structures will be
demolished and a new 3 story building will be built

_____ Number & Type of Units _____

Estimated Starting Date of Project 12/2025

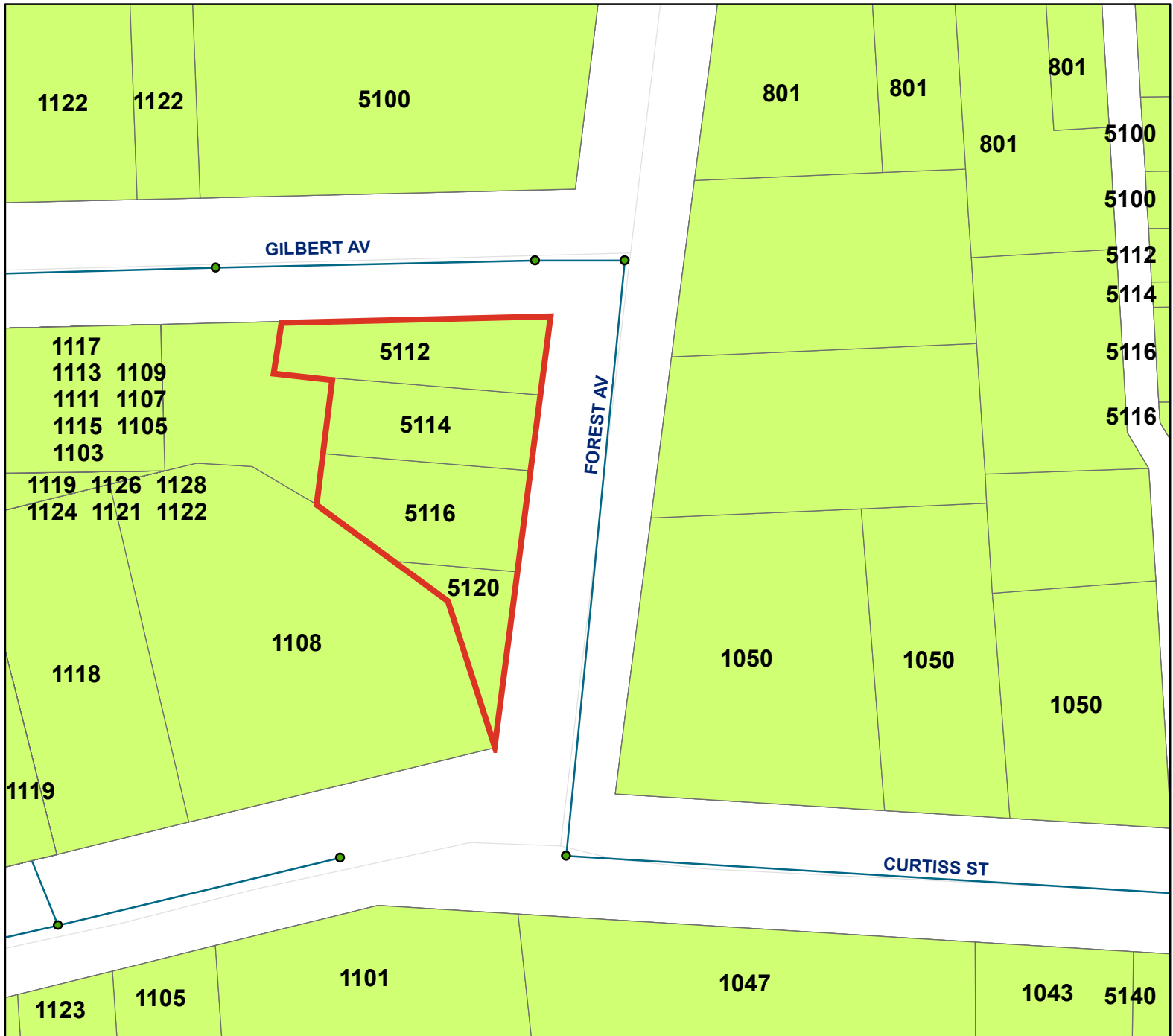
If You Propose to Annex to a Community, Which One _____

NOTE: If this request is for





- a multiple family development, indicate the number of units for each bedroom count.
- a restaurant, indicate the seating capacity and hours of operation. If drive-up is proposed, give the number of orders per day.
- a commercial project, indicate the floor area.
- an office/warehouse or light manufacturing development, indicate the floor area.
- an office/research development, indicate the floor area and number of employees.
- commercial/industrial buildings(s), provide an estimate of wastewater flow in gallons per day

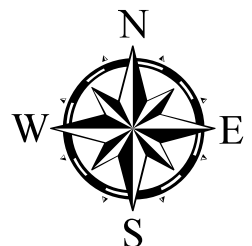
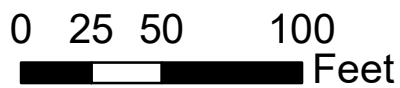
****SERVICE REQUEST APPROVALS ARE VALID FOR SIX MONTHS****

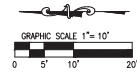
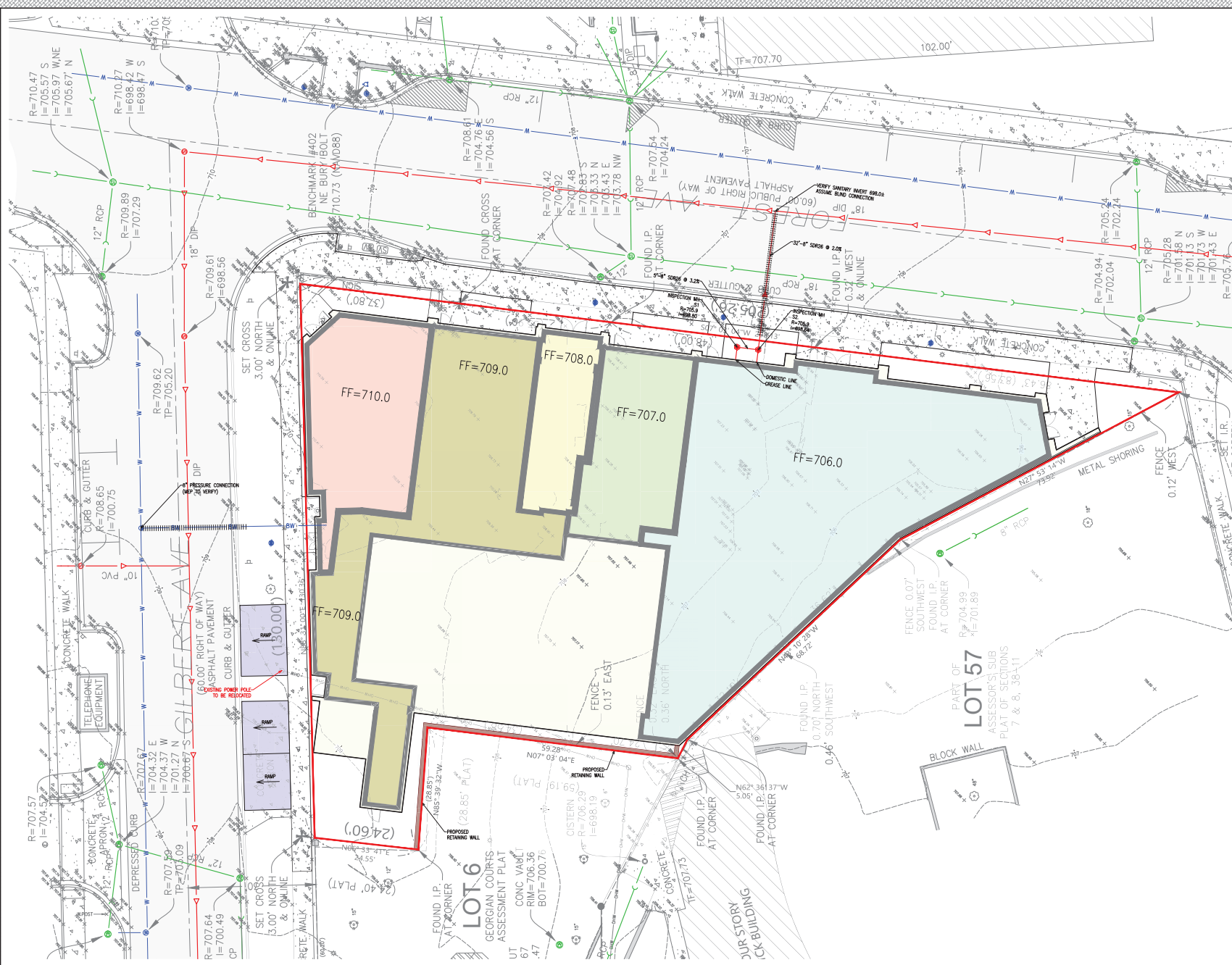
**Downers Grove Sanitary District
P720 - Proposed Multi-Use Building
5112 Forest Avenue**



Legend

-  DGSD Annexed Parcels
 Unannexed Parcels
 Sanitary Manholes
 Sanitary Sewer Main





SITE DATA SUMMARY		
DESCRIPTION	S.F.	ACRES
SITE AREA	64,546	1.48
PROPOSED IMPERVIOUS AREA SUMMARY (S.F.)		
DESCRIPTION		
BUILDINGS	12,781	0.29
SIDWALK	2,748	0.06
RAMP	461	0.01
TOTAL	15,990	0.37
EXISTING IMPERVIOUS AREA SUMMARY (S.F.)		
DESCRIPTION		
BUILDINGS	4,381	0.10
ASPHALT PAVEMENT / DRIVEWAY	3,693	0.08
GRAVEL DRIVEWAY	313	0.01
BRICK PAVEMENT	94	0.00
WOODEN DECK	344	0.01
CONCRETE	1,311	0.03
WALL	57	0.00
TOTAL	10,193	0.23

ADVANTAGE
CONSULTING ENGINEERS

PROPOSED
PRELIMINARY ENGINEERING
FOREST POINT MIXED USE
SWX FOREST & GILBERT
DOWNER GROVE, IL.

WJDI STUDIO
80 MAIN STREET
LEWISTON, IL 60439
847-233-9200

DATE

NO.

REVISIONS

JULY 22, 2025

JOB: 25-010

SHEET:
C2

2 OF 19

BOARD OF LOCAL IMPROVEMENTS
September 12, 2025
STAFF BRIEFING

P721: 3900 Finley Road, Downers Grove, IL

REQUEST:

Tom Kracun of Pinnacle Engineering Group is requesting sanitary sewer service for a proposed warehouse and distribution building. This property has a combined gross acreage of 9.7 acres. This property is within the District's Facilities Planning Area (FPA) but is not within the District's current corporate limits. The proposed building will generate an estimated wastewater flow of 2,070 gallons per day or a density of 2.1 PE per acre, which is below the District design flow allocation of 25 PE per acre for commercial parcels. The waste water PE estimate was provided by the owner and is attached to the packet.

SUMMARY:

Service can be provided to the property by the existing sanitary sewer main located to the west of the property in the ComEd easement. The downstream trunk sewers have adequate reserve capacity to serve this request. Staff recommend approval of this request subject to receipt of an Illinois EPA permit payment of all fees per ordinance.

DATE 09/05/26

P721

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET
DOWNERS GROVE, ILLINOIS 60515
(630) 969-0664

SANITARY SEWER SERVICE REQUEST

Location 3900 Finley Road

Legal Description Lot _____ Block _____ Subdivision _____

P.I.N. 0906100022

Name of Owner on Deed Finley Rd PBK LLC Phone No. (773) 520-8766

Developer Phelan Development Phone No. (773) 520-8766

Name of Person Making Request Tom Kracun Phone No. (312) 285-6509

E mail: tkracun@pinnacle-engr.com

Address (we will be sending information regarding this request; please be sure address is legible)

2001 York Road, Suite 100, Oak Brook, Illinois, 60523

This Applicant's Interest in This Property Engineering Consultant
(Owner/Developer/Beneficiary Land Trust, etc.)
O-R-M

Number of Acres Involved 9.02 Present Zoning O-R-M Proposed Zoning O-R-M

Is the Property (A) Improved _____ (B) Vacant X

(A) If Improved, Describe Improvements _____

Number & Type of Units _____

(B) If Vacant or Additional Improvements or Remodeling Are Proposed, Describe Warehouse and distribution facility

Number & Type of Units _____

Estimated Starting Date of Project 12/01/25

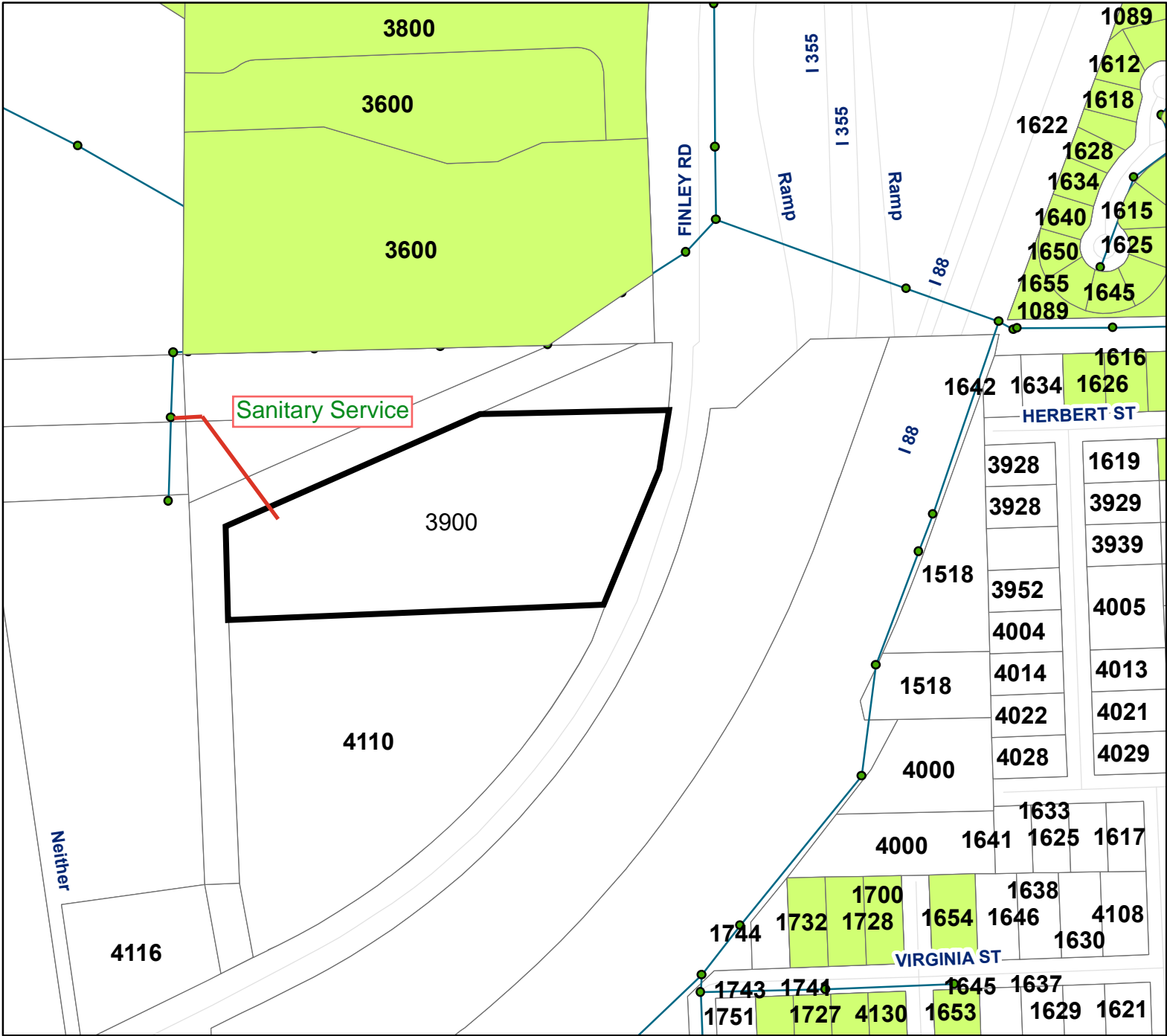
If You Propose to Annex to a Community, Which One _____

NOTE: If this request is for





- a multiple family development, indicate the number of units for each bedroom count.
- a restaurant, indicate the seating capacity and hours of operation. If drive-up is proposed, give the number of orders per day.
- a commercial project, indicate the floor area.
- an office/warehouse or light manufacturing development, indicate the floor area.
- an office/research development, indicate the floor area and number of employees.
- commercial/industrial buildings(s), provide an estimate of wastewater flow in gallons per day

****SERVICE REQUEST APPROVALS ARE VALID FOR SIX MONTHS****

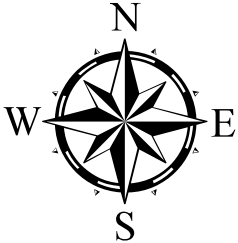
**Downers Grove Sanitary District
P721 - Proposed Warehouse
3900 Finley Road**



Legend

-  DGSD Annexed Parcels
-  Unannexed Parcels
-  Sanitary Manholes
-  Sanitary Sewer Main

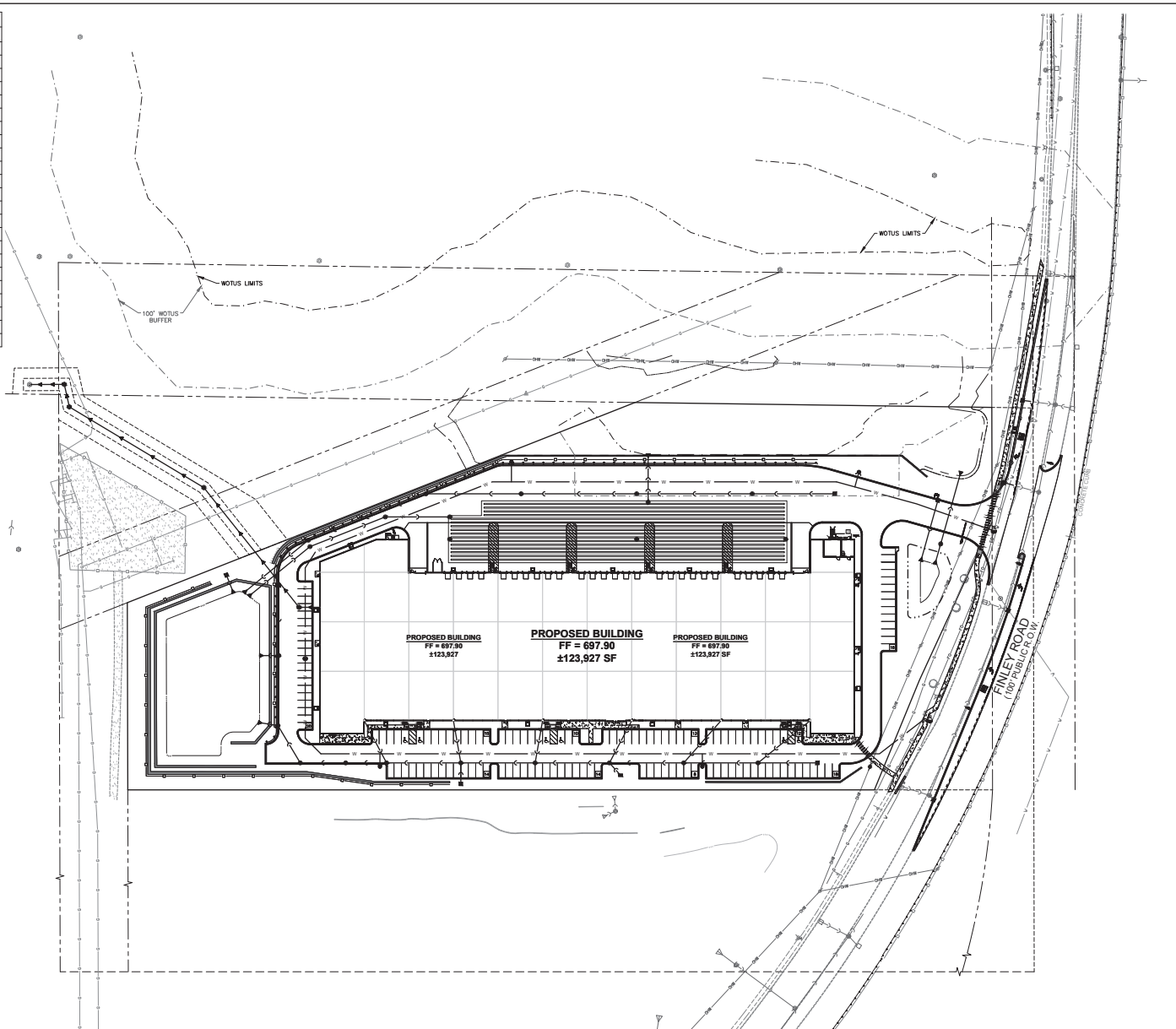
0 140 280 560
Feet



9/2/2025 3:17 PM - 2: Pinnacle Engineering Group, Inc. - SANITARY SEWER UTILITY PLAN - FINLEY ROAD DEVELOPMENT - OVERALL UTILITY PLAN

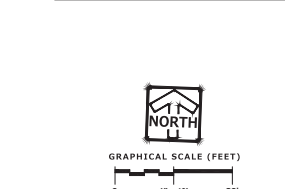
UTILITY CROSSINGS TABLE					
CROSSING NUMBER	UPPER PIPE TYPE	BP ELEV	LOWER PIPE TYPE	TP ELEV	SEPARATION
1	EX 36" GAS	685.82	8" PVC SDIR-26	685.76	3.65'
2	EX 36" GAS	685.84	8" PVC SDIR-26	685.78	2.46'
3	24" RCP CL IV STM*	685.16	8" PVC SDIR-26	685.26	0.66'
4	18" RCP CL IV STM*	684.85	8" PVC SDIR-26	685.26	0.57'
5	8" DIA DIRM	685.80	8" PVC SDIR-26	684.94	3.65'
6	18" RCP CL IV STM*	685.97	8" DIRM	687.60	1.79'
7	24" RCP CL IV STM*	685.97	8" DIRM	685.04	1.50'
8	36" RCP CL IV STM*	687.17	8" DIRM	685.67	1.50'
9	12" RCP CL IV STM*	685.21	8" DIRM	687.71	1.50'
10	12" RCP CL IV STM*	685.27	8" DIRM	686.77	1.50'
11	12" RCP CL IV STM*	685.05	8" DIRM	686.55	1.50'
12	36" RCP CL IV STM*	686.74	8" DIRM	685.24	1.50'
13	12" RCP CL IV STM*	687.94	8" DIRM	685.22	2.72'
14	12" RCP CL IV STM*	684.76	8" DIRM	685.26	1.50'
15	12" RCP CL IV STM*	687.35	EX 12" DIRM	686.85	1.50'
16	12" RCP CL IV STM*	691.98	8" DIRM	686.48	1.50'
17	12" RCP CL IV STM*	692.81	8" DIRM	690.94	1.87'
18	12" RCP CL IV STM*	692.97	8" DIRM	690.97	1.87'
19	12" RCP CL IV STM*	693.26	8" DIRM	690.75	2.51'
20	EX 4" GAS	694.22	8" DIRM	692.72	1.00'
21	18" RCP CL IV STM	686.21	36" RCP CL IV STM	686.33	1.87'

* CONTRACTOR TO LOWER WATERMAIN AS NEEDED TO ACHIEVE 1' SEPARATION
** STORM SEWER TO BUILT WITH ASTM C-403 JOINTS



- ### UTILITY NOTES
- CONTRACTOR SHALL CONTACT 811 TWO BUSINESS DAYS PRIOR TO CONSTRUCTION AND NOTIFY ENGINEERING OF ANY CONFLICTS WITH THE PROPOSED IMPROVEMENTS.
 - CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS REQUIRED FOR UTILITY CONSTRUCTION.
 - ALL EXISTING INFORMATION AND EXISTING UTILITIES SHOWN ON THIS PLAN HAVE BEEN DETERMINED FROM THE BEST INFORMATION AVAILABLE AND ARE GIVEN FOR THE CONVENIENCE OF THE CONTRACTOR. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THEIR ACCURACY. PRIOR TO THE START OF ANY DEMOLITION ACTIVITY, THE CONTRACTOR SHALL NOTIFY THE UTILITY COMPANIES FOR LOCATION OF EXISTING UTILITIES.
 - ALL UTILITIES SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY COMPANY OR AGENCY.
 - ALL SANITARY MANHOLES AND VALVE VAULTS SHALL HAVE "SANITARY" AND "WATER" CAST INTO THE LID. ALL OPEN LIDS OR GRATES SHALL HAVE THE WORDS "DRAINS TO CREEK, DUMP NO WASTE PERMANENTLY INSCRIBED."
 - BUILDING DIMENSIONS, GRADING, PARKING, AND UTILITY LAYOUT HAVE BEEN PREPARED BASED UPON ARCHITECTURAL INFORMATION. SUBSEQUENT ARCHITECTURAL CHANGES MAY EXIST AND CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR ADDITIONAL INFORMATION. IN CASE OF DISCREPANCIES BETWEEN ARCHITECTURAL PLANS AND CIVIL PLANS, NOTIFY BOTH ARCHITECT AND ENGINEER.
 - CONTRACTOR SHALL VERIFY LOCATION, SIZE, AND ELEVATION OF ALL BUILDING SERVICES WITH ARCHITECTURAL AND MEP PLANS.
 - CONTRACTOR SHALL ADJUST ALL RIM ELEVATIONS OF EXISTING STRUCTURES TO PROPOSED GRADE.
 - CONTRACTOR SHALL CONTACT EACH UTILITY COMPANY AND COORDINATE FINAL LOCATIONS OF ALL ELECTRIC, GAS, AND TELEPHONE SERVICES PRIOR TO START OF CONSTRUCTION.
 - CONTRACTOR SHALL LOCATE ALL EXISTING SEWER AND WATERMAIN LOCATION, SIZE, ELEVATION, AND CONDITION AT POINTS OF CONNECTION AND WHERE PROPOSED UTILITIES SHALL CROSS OR POTENTIALLY COME IN CONFLICT WITH EXISTING LINES PRIOR TO CONSTRUCTION. CONTRACTOR SHALL NOTIFY ENGINEERING OF ANY DISCREPANCIES OR CONFLICTS.
 - LIGHTING IS SHOWN FOR REFERENCE ONLY. REFER TO PHOTO METRICS PLAN FOR CONSTRUCTION.
 - UNDERGROUND IMPROVEMENTS SHALL BE CONSTRUCTED AND TESTED IN ACCORDANCE WITH THE VILLAGE, THE STANDARD SPECIFICATIONS FOR WATER AND SEWER MAIN CONSTRUCTION IN ILLINOIS AND STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION, IDOT. IN THE EVENT OF CONFLICTING GUIDELINES, THE MORE RESTRICTIVE SHALL GOVERN.
 - THE WATER DISCONNECTION INSPECTION, TAP INSPECTION, WATER METER INSPECTION, AND FINAL B-BOX INSPECTION WILL BE SCHEDULED WITH PUBLIC WORKS (630)434-5460 OR ONLINE AT LEAST 48 HOURS IN ADVANCE.
 - ALL PRIVATE FIRE HYDRANTS INSTALLED WILL BE RED.
 - ALL WATER MAIN CROSSINGS WILL MEET IEPA REQUIREMENTS.
 - THE WATER MAIN/FIRE PROTECTION LINE WILL BE PRESSURE TESTED AND CHLORINATED PER IEPA REQUIREMENTS.

LEGEND	
	SANITARY MANHOLE
	STORM MANHOLE
	CATCH BASIN/RISE
	INLET
	PRECAST FLARED END SECTION
	VALVE VAULT
	VALVE BOX
	PRESSURE CONNECTION
	BUFFALO BOX
	FIRE HYDRANT
	CLEANOUT
	SANITARY SEWER
	FORCE MAIN
	STORM SEWER
	WATERMAIN
	STREET SIGN
	LABELED UTILITY CROSSING



PINNACLE ENGINEERING GROUP
ILL DESIGN FIRM 184.006289-0010

PLAN | DESIGN | DELIVER
www.pinnacle-engr.com

CHICAGO OFFICE:
1051 E. MAIN ST. | SUITE 217
60617 CHICAGO, IL 60619
(847) 333-8300

ENGINEERING | NATURAL RESOURCES | SURVEYING
CHICAGO | MILWAUKEE | NATIONWIDE

FINLEY ROAD DEVELOPMENT

DOWNERS GROVE, ILLINOIS

REVISIONS	
1. PER VILLAGE REVIEW	08/27/25
2. PER IEPA REQUIREMENTS	09/09/25

OVERALL UTILITY PLAN

PROJECT NO. 1248.00-14
DATE: 08/27/25
SCALE: 1" = 40'

SHEET
C-13
OF
C-26

DOWNERS GROVE SANITARY DISTRICT

M E M O

TO: Amy R. Underwood
General Manager

FROM: Carly Shaw
Administrative Supervisor

DATE: September 15, 2025

RE: Administrative Services Progress Report – August 2025

ADMINISTRATIVE

Personnel

Fabian Ramirez started his employment with the District on August 18, 2025, as a Maintenance Mechanic. An offer was made and accepted by a candidate for the Electrical Technician position. He is completing the post-offer requirements then we will set a start date.

Reimbursement Program for Sanitary Sewer Backups Caused by Public Sanitary Sewer Blockages

The District received a claim from a resident that did not qualify under the BURP program. This was discussed with the Board at the August meeting. A denial letter was sent to the customer. There are no new active claims therefore I have not included a summary report this month.

Technology Update

Staff has continued to receive additional training from BS&A on the new accounting software. I will be presenting a demonstration of the new software and how it compares to the old at the September Board meeting.

We now have over 6,000 customers on auto pay and 4,300 signed up for paperless billing on Invoice Cloud. We are working through some issues with the Online Bank Direct which replaced our Online Resources used to convert customer payments made through their banks into electronic payments. We have identified some of those issues and hope to have them resolved very soon.

FINANCIAL

Treasurer's Report and Investment Activity

The monthly Treasurer's Report and the District's Investment Schedule with detailed investment information (financial institution name, current rate, and dollar amount) is provided separately in the packet each month. The Schwab statement and information sheet are also attached to the investment schedule. We did have one treasury mature and have a CD maturing early September. These funds will be moved into the Money Market until we decide to reinvest in another CD or Treasury option.

User Billing

The billing information attached includes the August billed amounts and has been updated to show the past due balances. There have been no penalties or collections fees applied at this time but we will begin applying those to any account after September 15 that remain unpaid and have had 2 billing cycles to update their payment information or pay the past due amounts through September 15.

cc: AES, JMW, ME, KJR, RTJ, MJS, DM

USER BILLING SUMMARY

User Charge System

Billings for August 2025 were as follows:

User	\$621,974.18
Surcharge	68,937.89
Monthly fees	471,705.16
Total	<u>\$1,162,617.23</u>
Summer Usage Adjustment	\$0.00
Billable Flow	191,376,671
Budgeted Billable Flow	182,972,475
% Actual/Budgeted Billable Flow	104.59%
YTD Billable Flow	736,212,009
YTD Budgeted Billable Flow	706,040,595
% Actual/Budgeted Billable Flow	104.27%

The user accounts receivable balance on 8/31/2025 is \$1,764,808.58 and consists of:

Current charges due 9/15/2025	\$1,308,983.16
Past due charges and penalty	455,825.42
Total	<u>\$1,764,808.58</u>

The past due charges do not include penalties as they have not been applied since the transition to the new accounting software.

<u>Age</u>	<u>User Charges</u>	<u>Penalty</u>	<u>Totals</u>
30 days past due	\$243,810.03		\$243,810.03
60 days past due	152,454.15		\$152,454.15
90 days & greater past due	59,561.24		\$59,561.24
	<u> </u>	<u> </u>	
Totals	\$455,825.42	\$0.00	\$455,825.42

Summary of
Past Due Charges
(90 Days and Over)

Five Year Comparison

August

<u>Year</u>	<u>User Charges</u>	<u>Penalty</u>	<u>Total</u>
2025	\$59,561.24	\$0.00	\$59,561.24
2024	61,338.78	11,993.15	73,331.93
2023	56,820.77	9,871.97	66,692.74
2022	38,182.42	7,914.98	46,097.40
2021	85,080.45	13,899.39	98,979.84

Twelve Months Ending August 2025

<u>Month</u>	<u>User Charges</u>	<u>Penalty</u>	<u>Total</u>
8/31/25	\$59,561.24	\$0.00	\$59,561.24
7/31/25	48,531.09	0.00	48,531.09
6/30/25	41,793.59	0.00	41,793.59
5/31/25	50,355.08	4,519.84	54,874.92
4/30/25	49,215.76	4,537.26	53,753.02
3/31/25	48,906.08	8,057.89	56,963.97
2/28/25	57,547.99	10,457.69	68,005.68
1/31/25	52,633.71	10,048.26	62,681.97
12/31/24	54,278.06	10,450.83	64,728.89
11/30/24	57,855.31	11,152.84	69,008.15
10/31/24	60,512.01	11,615.57	72,127.58
9/30/24	74,136.03	13,818.16	87,954.19

We have not applied penalties, late charges, or any collection charges since May 2025 due to the conversion to a new accounting software. After the September 15, 2025 due date, these charges will start to be applied to unpaid accounts in this billing cycle. All customers were given 2 billing cycles to transfer their payment information and/or set up their accounts on our new customer portal without penalty.

To: Amy Underwood, General Manager
From: Marc Majewski, Operations Supervisor
Date: September 9, 2025
Subject: August 2025 WWTC Operations Report

Dear Amy,

Please find attached the detailed operating data and monthly report to the Illinois EPA for August. We had one excursion over our permit limits for fecal coliform during the 003 excess event on August 17th.

Operations Highlights:

1. Monthly flow:

- Average daily flows: 11.92 (Million Gallons per Day)
- Total precipitation: 6.85 inches
- Excess Flow days: 6
- Days of discharge over 11 MGD: 11

2. Activated Sludge:

- Good operating performance observed throughout August.
- Predominance of floc formers resulted in efficient solids settling

3. Anaerobic Digesters:

- Pumped Volumes:
 - Primary Sludge: 701,311 gallons
 - TWAS to Dig 4(Thickened Waste Activated Sludge): 305,230 gallons
 - Waste grease: 260,930 gallons

4. Digester Gas:

- Total production: 4,434,434 cubic feet
- Usage Breakdown:
 - Heat Exchangers: 215,914 cubic feet
 - CHP facilities: 3,070,510 cubic feet
- Flared gas recorded: 399,477 cubic feet
- Munters dehumidifier gas consumption: 748,533 cubic feet

5. Biosolids:

- 50 Dry tons of class A biosolid was distributed in the month of August.

6. Electricity:

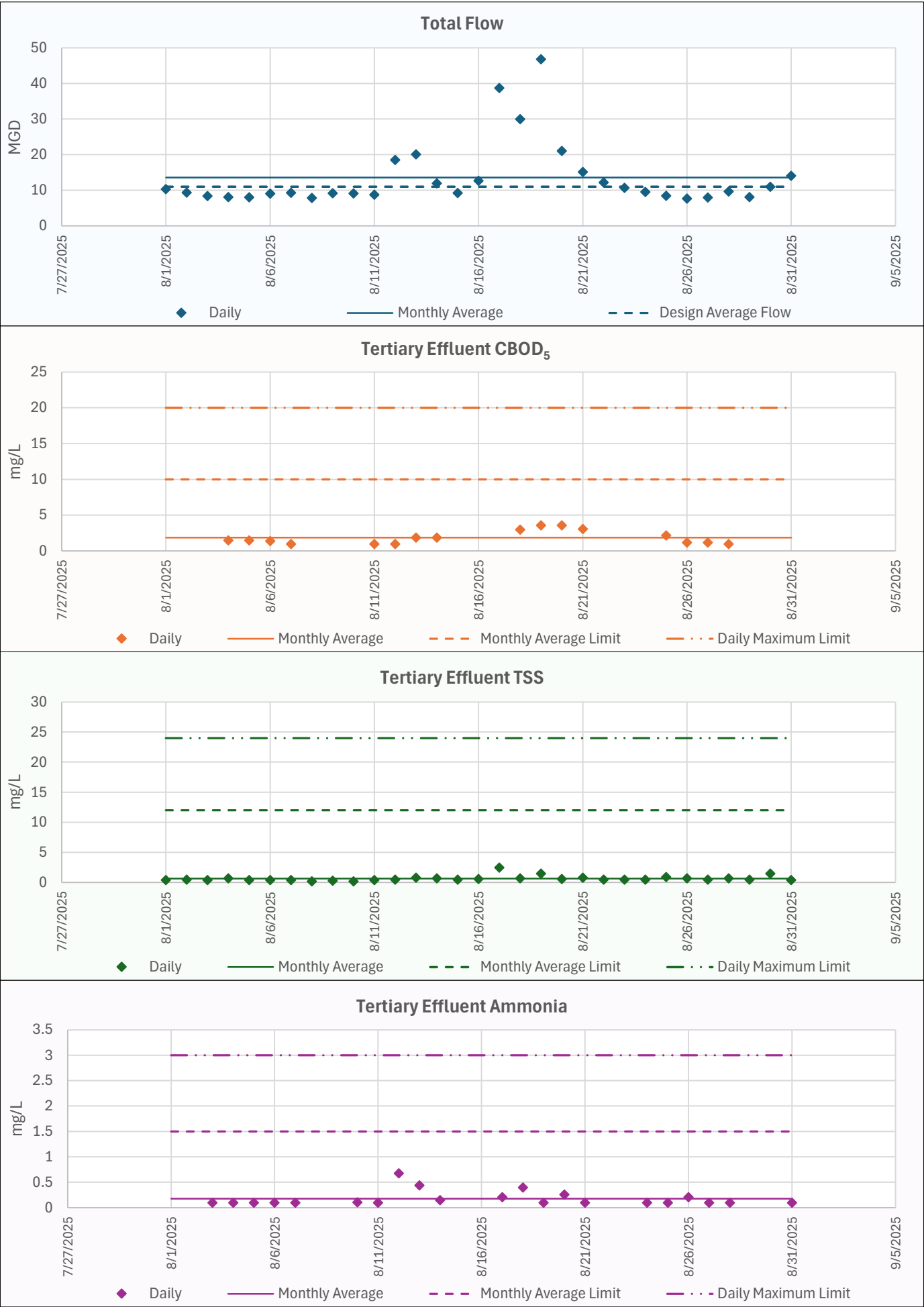
- Overall net energy from ComEd: 159,780
- Electricity generated by CHP system: 227,142 kWh
- Monthly net energy (including natural gas usage): 162 MWh

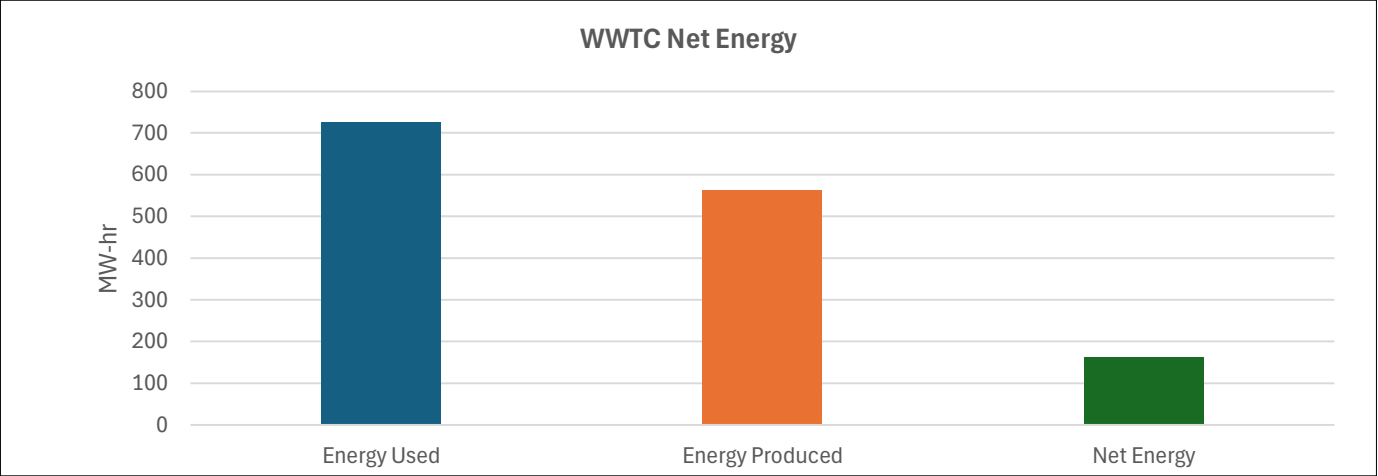
Recipients: ME, AES, JMW, KJR, RTJ, MJS, CS, DM

Sincerely,

Marc Majewski

Operations Supervisor





Monthly Operations Report Page 1

	WWTC Rainfall	B01 Parshall Flume Flow Max	B01 Parshall Flume Flow Min	B01 Parshall Flume Flow Avg (Daily Total)	A01 Parshall Flume Flow Max	A01 Parshall Flume Flow Avg (Daily Total)	C01 Int Clar #1 Flow Max	C01 Int Clar #1 Flow Avg (Daily Total)	Outfall 003 Flow Max	Outfall 003 Flow Avg (Daily Total)	Total Flow Leaving WWTC Avg (Daily Total)	Total Flow Leaving WWTC Max MGD	002 Outfall Flow Avg (Daily Total)
Date	inches	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD
8/1/2025	0.00	17.25	7.76	10.31	0.00	0.00	0.00	0.00	0.00	0.00	10.31	17.25	0.00
8/2/2025	0.00	13.33	5.89	9.31	0.00	0.00	0.00	0.00	0.00	0.00	9.31	13.33	0.00
8/3/2025	0.00	10.20	4.94	8.35	0.00	0.00	0.00	0.00	0.00	0.00	8.35	10.20	0.00
8/4/2025	0.00	9.90	4.64	8.04	0.00	0.00	0.00	0.00	0.00	0.00	8.04	9.90	0.00
8/5/2025	0.00	9.90	4.35	8.00	0.00	0.00	0.00	0.00	0.00	0.00	8.00	9.90	0.00
8/6/2025	0.00	10.98	3.99	9.03	0.00	0.00	0.00	0.00	0.00	0.00	9.03	10.98	0.00
8/7/2025	0.00	11.10	4.02	9.28	0.00	0.00	0.00	0.00	0.00	0.00	9.28	11.10	0.00
8/8/2025	0.00	9.70	4.07	7.84	0.00	0.00	0.00	0.00	0.00	0.00	7.84	9.70	0.00
8/9/2025	0.00	11.02	3.80	9.13	0.00	0.00	0.00	0.00	0.00	0.00	9.13	11.02	0.00
8/10/2025	0.11	10.90	3.67	9.08	0.00	0.00	0.00	0.00	0.00	0.00	9.08	10.90	0.00
8/11/2025	0.65	27.04	4.14	8.71	0.00	0.00	0.00	0.00	0.00	0.00	8.71	27.04	0.00
8/12/2025	0.71	24.77	8.19	15.13	26.10	3.35	0.00	0.00	0.00	0.00	18.48	50.87	3.86
8/13/2025	0.00	26.41	15.66	19.42	11.15	0.67	0.00	0.00	0.00	0.00	20.08	37.56	0.36
8/14/2025	0.00	15.70	9.31	11.90	0.00	0.00	0.00	0.00	0.00	0.00	11.90	15.70	0.00
8/15/2025	0.00	10.93	6.38	9.19	0.00	0.00	0.00	0.00	0.00	0.00	9.19	10.93	0.00
8/16/2025	1.70	9.87	5.55	12.66	0.00	0.00	0.00	0.00	0.00	0.00	12.66	9.87	0.00
8/17/2025	1.10	29.65	15.67	23.92	42.01	12.72	16.00	1.39	10.08	0.70	38.73	97.73	13.90
8/18/2025	2.20	27.11	16.83	20.89	39.81	6.50	16.00	2.56	0.00	0.00	29.94	82.92	10.90
8/19/2025	0.15	29.97	15.66	24.21	35.65	18.49	16.00	4.08	0.00	0.00	46.79	81.62	25.18
8/20/2025	0.00	25.90	17.61	20.95	3.22	0.09	0.00	0.00	0.00	0.00	21.04	29.12	0.00
8/21/2025	0.00	24.37	12.34	15.13	0.00	0.00	0.00	0.00	0.00	0.00	15.13	24.37	0.00
8/22/2025	0.00	14.62	9.88	12.18	0.00	0.00	0.00	0.00	0.00	0.00	12.18	14.62	0.00
8/23/2025	0.00	12.67	7.96	10.67	0.00	0.00	0.00	0.00	0.00	0.00	10.67	12.67	0.00
8/24/2025	0.00	10.44	6.84	9.48	0.00	0.00	0.00	0.00	0.00	0.00	9.48	10.44	0.00
8/25/2025	0.00	10.39	5.43	8.41	0.00	0.00	0.00	0.00	0.00	0.00	8.41	10.39	0.00
8/26/2025	0.00	9.30	4.78	7.62	0.00	0.00	0.00	0.00	0.00	0.00	7.62	9.30	0.00
8/27/2025	0.00	13.71	4.75	7.94	0.00	0.00	0.00	0.00	0.00	0.00	7.94	13.71	0.00
8/28/2025	0.23	12.75	5.19	9.62	0.00	0.00	0.00	0.00	0.00	0.00	9.62	12.75	0.00
8/29/2025	0.00	9.45	4.70	8.06	0.00	0.00	0.00	0.00	0.00	0.00	8.06	9.45	0.00
8/30/2025	0.00	9.58	4.82	10.97	0.00	0.00	0.00	0.00	0.00	0.00	10.97	9.58	0.00
8/31/2025	0.00	10.41	4.33	14.00	0.00	0.00	0.00	0.00	0.00	0.00	14.00	10.41	0.00
Minimum	0.00	9.30	3.67	7.62	0.00	0.00	0.00	0.00	0.00	0.00	7.62	9.30	0.00
Maximum	2.20	29.97	17.61	24.21	42.01	18.49	16.00	4.08	10.08	0.70	46.79	97.73	25.18
Total	6.85	479.29	233.15	369.41	157.94	41.82	48.00	8.03	10.08	0.70	419.96	695.32	54.20
Average	0.22	15.46	7.52	11.92	5.09	1.35	1.55	0.26	0.33	0.02	13.55	22.43	1.75

Monthly Operations Report Page 2

	Tertiary Flow	MLSS Avg	Activated Sludge Inventory Lbs MLSS	Activated Sludge SRT Days	15 Minutes Aeration Settling %	30 Minutes Aeration Settling %	60 Minutes Aeration Settling %	Sludge Volume Index	System 1 RAS TSS	System 2 RAS TSS	Dupage River Outfall DO
Date	MGD		LBS	DAYS	mL/L	mL/L	mL/L	mL/g	mg/l	mg/l	mg/l
8/1/2025	10.31	2,239	69,458	10.67	31	24	22	107		5,333	
8/2/2025	9.31		69,458	10.66							
8/3/2025	8.35		69,458	10.60							
8/4/2025	8.04	2,376	73,717	13.87	29	23	21	96		4,339	7.1
8/5/2025	8.00		73,717	14.31							6.9
8/6/2025	9.03	2,333	72,365	14.26	25	21	20	91		4,209	6.8
8/7/2025	9.28	2,599	80,642	14.62	27	22	20	84	3,805		
8/8/2025	7.84	2,314	71,801	13.19						3,908	
8/9/2025	9.13		71,801	13.23							
8/10/2025	9.08		71,801	13.18							
8/11/2025	8.71	2,169	67,279	13.68	26	21	19	96		3,603	6.7
8/12/2025	15.13	2,253	69,884	14.50	24	20	19	88	4,017		6.6
8/13/2025	19.42	1,644	50,994	5.47	19	15	14	92		6,897	6.1
8/14/2025	11.90	2,138	66,324	7.16	24	20	19	94	4,981		
8/15/2025	9.19	2,234	69,301	10.53	24	19	18	86		4,895	
8/16/2025	12.66		69,301	10.56							
8/17/2025	23.92		69,301	10.61							
8/18/2025	20.89	2,020	82,223	6.84	18	15	15	76		6,845	7.0
8/19/2025	24.21	1,616	50,140	5.49	14	13	13	81	3,818		
8/20/2025	20.95	1,553	48,190	5.06	14	13	12	81		7,565	6.8
8/21/2025	15.13		48,190	5.52							7.4
8/22/2025	12.18	2,058	63,850	10.57	18	15	15	76		5,175	
8/23/2025	10.67		63,850	10.60							
8/24/2025	9.48		63,850	10.63							
8/25/2025	8.41	2,137	66,304	13.25	17	11	15	55		4,333	7.3
8/26/2025	7.62	1,426	44,231	10.91	15	14	13	99	2,667		7.2
8/27/2025	7.94	2,072	64,276	24.48	19	17	16	82		3,881	7.1
8/28/2025	9.62	1,800	55,832	17.45	18	16	16	91	2,608		
8/29/2025	8.06	2,120	65,779	22.14	21	17	17	82		3,708	
8/30/2025	10.97		65,779	22.50							
8/31/2025	14.00		65,779	22.15							
Minimum	7.62	1,426	44,231.11	5.06	14.00	11.38	11.76	54.92	2,608	3,603	6.1
Maximum	24.21	2,599	82,222.96	24.48	30.80	24.03	21.52	106.85	4,981	7,565	7.4
Total	369.41	39,101	2,034,871.40	388.69	382.06	316.67	302.34	1,556.20	21,896	64,691	83.0
Average	11.92	2,058	65,641.13	12.54	21.28	17.56	16.89	86.50	3,649	4,976	6.9

Monthly Operations Report Page 3

	Tertiary Flow	Influent BOD 5	Primary Clarifier BOD 5	Intermediate Clarifier CBOD 5	Tertiary Effluent CBOD 5	Tertiary Effluent CBOD 5 Load	BOD 5 Removal %	Ambient Air Temp Min	Ambient Air Temp Max	Influent Flow Temp
Date	MGD	mg/l	mg/l	mg/l	mg/l		%	Deg F	Deg F	Deg F
8/1/2025	10.31							59	81	
8/2/2025	9.31							58	84	
8/3/2025	8.35							58	85	
8/4/2025	8.04	295	120		1.5	101	99.1	63	90	68.7
8/5/2025	8.00	270	118	1.7	1.5	100	99.0	62	92	68.5
8/6/2025	9.03	280	158		1.4	105	99.2	65	90	
8/7/2025	9.28	285	120	1.4	1.0	77	99.2	71	94	69.3
8/8/2025	7.84							73	95	
8/9/2025	9.13							78	97	
8/10/2025	9.08							78	92	
8/11/2025	8.71	210			1.0	73	98.8	73	93	70.7
8/12/2025	15.13	170	130	1.6	1.0	126	97.5	73	90	70.2
8/13/2025	19.42	160	54		1.9	308	97.4	69	93	69.8
8/14/2025	11.90	184	95	2.6	1.9	189	98.2	65	91	69.9
8/15/2025	9.19							66	96	
8/16/2025	12.66							72	101	
8/17/2025	23.92	92						71	91	
8/18/2025	20.89	116	64		3.0	523	96.6	73	90	69.6
8/19/2025	24.21	80	65	2.1	3.6	727	94.3	71	84	70.3
8/20/2025	20.95	144	54		3.6	629	96.9	68	82	70.0
8/21/2025	15.13	161	89	1.7	3.1	391	97.5	66	82	
8/22/2025	12.18							63	89	
8/23/2025	10.67							62	87	
8/24/2025	9.48							58	77	
8/25/2025	8.41	147	56	1.3	2.2	154	97.8	55	75	69.9
8/26/2025	7.62	87	128		1.2	76	95.7	51	79	69.5
8/27/2025	7.94	169	70		1.2	79	97.6	52	80	69.8
8/28/2025	9.62	223	110	1.8	1.0	80	98.3	62	80	69.6
8/29/2025	8.06							54	78	
8/30/2025	10.97							61	84	
8/31/2025	14.00							54	86	
Minimum	7.62	80	54	1.3	1.00	73	94.3	51	75	68.5
Maximum	24.21	295	158	2.6	3.60	727	99.2	78	101	70.7
Total	369.41	3,073	1,431	14.2	30.10	3,739	1,563.3	976	2,709	975.8
Average	11.92	181	95	1.8	1.88	234	97.7	65	87	69.7

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	Tertiary Flow	Influent TSS	Primary Clarifier TSS	Intermediate Clarifier TSS	Tertiary Effluent TSS	Tertiary Effluent TSS Load	TSS Removal %	Influent pH	Primary Clarifier pH	Tertiary Effluent pH	Intermediate pH
Date	MGD	mg/l	mg/l	mg/l	mg/l	lbs/day	%	SU	SU	SU	SU
8/1/2025	10.31	192			0.4	34	99.8	7.7	7.6	7.3	7.7
8/2/2025	9.31	120			0.5	39	99.6				
8/3/2025	8.35	156			0.4	28	99.7				
8/4/2025	8.04	192	67		0.7	47	99.6	7.5	7.5	7.4	7.4
8/5/2025	8.00	180	46	3.0	0.4	27	99.8	7.5	7.2	7.3	7.3
8/6/2025	9.03	212	71		0.4	30	99.8	7.5	7.2	7.2	7.2
8/7/2025	9.28	244	39	2.0	0.4	31	99.8	7.5	7.2	7.2	7.5
8/8/2025	7.84	160			0.2	13	99.9	7.5	7.2	7.1	7.4
8/9/2025	9.13	256			0.3	23	99.9				
8/10/2025	9.08	220			0.2	15	99.9				
8/11/2025	8.71	260	113		0.4	29	99.8	7.4	7.1	7.2	7.4
8/12/2025	15.13	188	146	4.8	0.5	63	99.7	7.6	7.4	7.0	7.5
8/13/2025	19.42	108	57		0.8	130	99.3	7.6	7.6	7.1	7.5
8/14/2025	11.90	112	86	4.1	0.7	69	99.4	7.6	7.4	7.2	7.4
8/15/2025	9.19	140			0.5	38	99.6	7.6	7.4	7.2	7.4
8/16/2025	12.66	132			0.6	63	99.5				
8/17/2025	23.92	82			2.5	499	97.0				
8/18/2025	20.89	88	82		0.7	122	99.2	7.7	7.7	7.3	7.4
8/19/2025	24.21	52	40	6.4	1.5	303	97.1	7.5	7.5	7.2	7.4
8/20/2025	20.95	100	42		0.6	105	99.4	7.8	7.6	7.4	7.7
8/21/2025	15.13	80	52	4.6	0.8	101	99.0	7.7	7.6	7.4	7.6
8/22/2025	12.18	128			0.5	51	99.6	7.7	7.6	7.4	7.5
8/23/2025	10.67	96			0.5	44	99.5				
8/24/2025	9.48	116			0.5	40	99.6				
8/25/2025	8.41	152	48	4.0	0.9	63	99.4	7.7	7.3	7.4	7.5
8/26/2025	7.62	160	52		0.7	44	99.6	7.7	7.3	7.2	7.4
8/27/2025	7.94	152	18		0.5	33	99.7	7.6	7.4	7.2	7.4
8/28/2025	9.62	172	69	6.0	0.7	56	99.6	7.7	7.4	7.2	7.3
8/29/2025	8.06	164			0.5	34	99.7	7.6	7.5	7.1	7.3
8/30/2025	10.97	100			1.5	137	98.5				
8/31/2025	14.00	136			0.4	47	99.7				
Minimum	7.62	52	18	2.0	0.2	13	97.0	7.4	7.1	7.0	7.2
Maximum	24.21	260	146	6.4	2.5	499	99.9	7.8	7.7	7.4	7.7
Total	369.41	4,650	1,028	34.9	20.2	2,358	3,081.7	159.7	155.7	152.0	156.2
Average	11.92	150	64	4.4	0.7	76	99.4	7.6	7.4	7.2	7.4

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	Tertiary	Influent	Tertiary Effluent	Tertiary Effluent	Chlorine	Fecal
	Flow	Ammonia-N	Ammonia-N	Ammonia-N Load	Residual	Coliform
Date	MGD	mg/l	mg/l	lbs/day	mg/l	col/100ml
8/1/2025	10.31					
8/2/2025	9.31					
8/3/2025	8.35	15.65	0.10	7.0		
8/4/2025	8.04	17.98	0.10	6.7		
8/5/2025	8.00	18.41	0.10	6.7	0.015	0
8/6/2025	9.03	19.76	0.10	7.5	0.015	1
8/7/2025	9.28	27.09	0.10	7.7		
8/8/2025	7.84					
8/9/2025	9.13					
8/10/2025	9.08	19.44	0.11	8.3		
8/11/2025	8.71	24.64	0.10	7.3		
8/12/2025	15.13	17.72	0.68	85.8	0.015	0
8/13/2025	19.42	9.92	0.44	71.2	0.015	1
8/14/2025	11.90	16.76	0.15	14.9		
8/15/2025	9.19					
8/16/2025	12.66					
8/17/2025	23.92	4.05	0.21	41.9		
8/18/2025	20.89	8.38	0.40	69.7		12
8/19/2025	24.21	12.27	0.10	20.2		
8/20/2025	20.95	7.92	0.26	45.4	0.015	11
8/21/2025	15.13	8.40	0.10	12.6	0.015	
8/22/2025	12.18					
8/23/2025	10.67					
8/24/2025	9.48	13.61	0.10	7.9		
8/25/2025	8.41	21.64	0.10	7.0		
8/26/2025	7.62	19.81	0.21	13.3	0.015	1
8/27/2025	7.94	25.47	0.10	6.6	0.015	3
8/28/2025	9.62	23.01	0.10	8.0		
8/29/2025	8.06					
8/30/2025	10.97					
8/31/2025	14.00	18.83	0.10	11.7		
Minimum	7.62	4.05	0.10	6.6	0.015	0.0
Maximum	24.21	27.09	0.68	85.8	0.015	12.0
Total	369.41	350.76	3.76	467.6	0.120	29.0
Average	11.92	16.70	0.18	22.3	0.015	2.7

SLUDGE DATA

Primary Sludge	TS	3.10 %	701,311 Gallons
WAS to Digester 4	TS	2.10 %	0 Gallons
WAS to Thickener	TS	2.10 %	493,856 Gallons
TWAS to Digester 4	TS	6.20 %	305,230 Gallons
Hauled Grease to Digs	TS	4.90 %	260,930 Gallons

Anaerobically Digested Sludge Pumping

to Drying Beds	TS	2.65 %	21,000 Gallons
to BFP	TS	2.29 %	661,000 Gallons
to Lagoons	TS	%	Gallons
Total			682,000.0 Gallons

VS Destruction

50.1 %

Biosolids Disposal

Class A Distribution	Aug	50 Dry Tons
Class B Hauling	Aug	Dry Tons
Total	Aug	50 Dry Tons
Class A Distribution	YTD	603 Dry Tons
Class B Hauling	YTD	Dry Tons
Total	YTD	603 Dry Tons

ENERGY DATA

Total Digester Gas Production	4,434,434 SCF
Gas Volume per Volatile Solids Load	12.2 Cu.Ft./Lb.

Digester Gas Utilization

Heat Exchangers	215,914 SCF
Dehumidification	748,533 SCF
CHP	3,070,510 SCF
Total	4,034,958 SCF
Digester Gas Flared	399,477 SCF

Natural Gas Consumed

WWTC	4,833 SCF
MSB	1,867 SCF
Chemical Feed	0 SCF
5006 Walnut	0 SCF
Kilowatt-hours Generated CHP	227,142 KWH
Net energy from Comed	159,780 KWH
Monthly net energy	162 MWH

MISCELLANEOUS

Grit Removal	Aug	20 Cu. Yds
Grit Removal	YTD	314 Cu. Yds
Anaerobic Supernate		353,663 Gallons
Waste Activated Sludge		142,153 Gals/Day
City Water Consumed		146,456 Gallons

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	Tertiary Flow	Influent Phosphorus	Tertiary Effluent Phosphorus	Influent Phosphorus Load	Tertiary Effluent Phosphorus Load	Phosphorus Removal %	Influent Nitrogen	Tertiary Effluent Nitrogen	Influent Nitrogen Load	Tertiary Effluent Nitrogen Load	Nitrogen Removal %	Tertiary Effluent Nitrate
Date	MGD	mg/l	mg/l	lbs/day	lbs/day	%	mg/l	mg/l	lbs/day	lbs/day	%	mg/l
8/1/2025	10.31											
8/2/2025	9.31											
8/3/2025	8.35											
8/4/2025	8.04											
8/5/2025	8.00											
8/6/2025	9.03											
8/7/2025	9.28											
8/8/2025	7.84											
8/9/2025	9.13											
8/10/2025	9.08	5.75	3.94	304.4	298.5	31.5						
8/11/2025	8.71											
8/12/2025	15.13	4.59	3.90	537.5	492.3	15.0	38.6	13.9	4,520.1	1,754.5	61.2	13.90
8/13/2025	19.42											
8/14/2025	11.90											
8/15/2025	9.19											
8/16/2025	12.66											
8/17/2025	23.92											
8/18/2025	20.89	2.35	0.92	387.4	160.3	60.9						
8/19/2025	24.21											
8/20/2025	20.95											
8/21/2025	15.13											
8/22/2025	12.18											
8/23/2025	10.67											
8/24/2025	9.48											
8/25/2025	8.41	5.28	2.44	373.2	171.1	53.8						
8/26/2025	7.62											
8/27/2025	7.94											
8/28/2025	9.62											
8/29/2025	8.06											
8/30/2025	10.97											
8/31/2025	14.00											
Minimum	7.62	2.35	0.92	304.4	160.3	15.0	38.6	13.9	4,520.1	1,754.5	61.2	13.90
Maximum	24.21	5.75	3.94	537.5	492.3	60.9	38.6	13.9	4,520.1	1,754.5	61.2	13.90
Total	369.41	17.97	11.20	1,602.5	1,122.0	161.1	38.6	13.9	4,520.1	1,754.5	61.2	13.90
Average	11.92	4.49	2.80	400.6	280.6	40.3	38.6	13.9	4,520.1	1,754.5	61.2	13.90

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Permit

Permit #:

IL0028380

Major:

Yes

Permittee:

DOWNERS GROVE SANITARY DISTRICT

Permittee Address:

2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Facility:

DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER

Facility Location:

5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Permitted Feature:

001
External Outfall

Discharge:

001-0
COMBINED DISCHARGE FROM A01, B01, & C01

Report Dates & Status

Monitoring Period:

From 08/01/25 to 08/31/25

DMR Due Date:

09/25/25

Status:

NetDMR Validated

Considerations for Form Completion

W0430300002 ; NUMBER OF DAYS OF DISCHARGE.COMBINED OUTFALLS: A01-MIXING CHAMBER DISCHARGE TO E BR OF DUPAGE RIVER-EFFECTIVE WHEN FLOWS TO TRT PLT ARE GREATER THAN 22 MGD & EXCESS FLOW FAC IS IN OPERATION. 002 BECOMES OPERATIONAL WHEN 001, A01,& B01 EXCEED 30 MGD.

Principal Executive Officer

First Name:

Amy

Last Name:

Underwood

Title:

General Manager

Telephone:

630-969-0664

No Data Indicator (NODI)

Form NODI:

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Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration						# of Ex.	Frequency of Analysis	Sample Type		
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units				
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample						=	7.0		=	6.5	=	6.2	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.							Req Mon MO AV MN			Req Mon MN WK AV		Req Mon DAILY MN	19 - mg/L		DL/DS - Daily When Discharging	GR - Grab
					Value NODI																
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample								=	5.0	=	8.8	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab	
					Permit Req.								<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L		DL/DS - Daily When Discharging	GR - Grab	
					Value NODI																
00400	pH	1 - Effluent Gross	0	--	Sample						=	7.0			=	7.4	12 - SU	0	DL/DS - Daily When Discharging	GR - Grab	
					Permit Req.						>=	6.0 MINIMUM			<=	9.0 MAXIMUM	12 - SU		DL/DS - Daily When Discharging	GR - Grab	
					Value NODI																
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample								=	2.1	=	6.9	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab	
					Permit Req.								<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L		DL/DS - Daily When Discharging	GR - Grab	
					Value NODI																
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample								=	0.38	=	1.46	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab	
					Permit Req.									Req Mon MO AVG		Req Mon DAILY MX	19 - mg/L		DL/DS - Daily When Discharging	GR - Grab	
					Value NODI																
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample								=	2.02	=	3.94	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab	
					Permit Req.									Req Mon MO AVG		Req Mon DAILY MX	19 - mg/L		DL/DS - Daily When Discharging	GR - Grab	
					Value NODI																
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample								=	0.08			19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab	
					Permit Req.								<=	0.75 MO AVG			19 - mg/L		DL/DS - Daily When Discharging	GR - Grab	
					Value NODI																
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample										=	67.0	13 - #/100mL	0	DL/DS - Daily When Discharging	GR - Grab	
					Permit Req.										<=	400.0 DAILY MX	13 - #/100mL		DL/DS - Daily When Discharging	GR - Grab	
					Value NODI																
82220	Flow, total	1 - Effluent Gross	0	--	Sample			=	365.06	80 - Mgal/mo								0	99/99 - Continuous		
					Permit Req.				Req Mon MO TOTAL	80 - Mgal/mo									99/99 - Continuous		
					Value NODI																

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

31 days of discharge. 4 days combined with A01 and 2 days combined with C01.

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User:reeseberry

Name:Dorrance Berry

E-Mail:rberry@dgsd.org

Date/Time:2025-09-11 10:27 (Time Zone: -05:00)

Report Last Signed By

User:reeseberry

Name:Dorrance Berry

E-Mail:rberry@dgsd.org

Date/Time:2025-09-11 10:32 (Time Zone: -05:00)

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Permit

Permit #:
Major:

IL0028380
Yes

Permittee:
Permittee Address:

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Facility:
Facility Location:

DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Permitted Feature:

002
External Outfall

Discharge:

002-0
MIXING CHAMBER OVERFLOW TO ST JOSEPH CRK

Report Dates & Status

Monitoring Period:

From 08/01/25 to 08/31/25

DMR Due Date:

09/25/25

Status:

NetDMR Validated

Considerations for Form Completion

W0430300002 ; NUMBER OF DAYS OF DISCHARGE:CS

Principal Executive Officer

First Name:
Last Name:

Amy
Underwood

Title:

General Manager

Telephone:

630-969-0664

No Data Indicator (NODI)

Form NODI: --

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units			
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample										=	6.2	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.											Req Mon DAILY MN	19 - mg/L			
					Value NODI															
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample								=	7.6	=	8.0	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.								<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L			
					Value NODI															
00400	pH	1 - Effluent Gross	0	--	Sample						=	7.1			=	7.5	12 - SU	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.						>=	6.0 MINIMUM			<=	9.0 MAXIMUM	12 - SU			
					Value NODI															
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample								=	5.3	=	5.9	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.								<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L			
					Value NODI															
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample										=	1.46	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.											Req Mon DAILY MX	19 - mg/L			
					Value NODI															
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample								=	1.2	=	2.35	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.									Req Mon MO AVG		Req Mon DAILY MX	19 - mg/L			
					Value NODI															
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample								=	0.22			19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.								<=	0.75 MO AVG			19 - mg/L			
					Value NODI															
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample										=	20.0	13 - #/100mL	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.										<=	400.0 DAILY MX	13 - #/100mL			
					Value NODI															
82220	Flow, total	1 - Effluent Gross	0	--	Sample			=	54.2	80 - Mgal/mo								0	DL/DS - Daily When Discharging	
					Permit Req.				Req Mon MO TOTAL	80 - Mgal/mo										
					Value NODI															

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

4 days of discharge.

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User:

reeseberry

Name:

Dorrance Berry

E-Mail:

rberry@dgsd.org

Date/Time:

2025-09-11 10:28 (Time Zone: -05:00)

Report Last Signed By

User:

reeseberry

Name:

Dorrance Berry

E-Mail:

rberry@dgsd.org

Date/Time:

2025-09-11 10:32 (Time Zone: -05:00)

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Permit

Permit #:
Major:

IL0028380
Yes

Permittee:
Permittee Address:

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Facility:
Facility Location:

DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Permitted Feature:

003
External Outfall

Discharge:

003-0
EXCESS FLOW TO ST JOSEPH CREEK

Report Dates & Status

Monitoring Period:

From 08/01/25 to 08/31/25

DMR Due Date:

09/25/25

Status:

NetDMR Validated

Considerations for Form Completion

W0430300002 ; NUMBER OF DAYS OF DISCHARGE:CS

Principal Executive Officer

First Name:
Last Name:

Amy
Underwood

Title:

General Manager

Telephone:

630-969-0664

No Data Indicator (NODI)

Form NODI: --

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units			
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample										=	5.7	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.											Req Mon DAILY MN	19 - mg/L		DL/DS - Daily When Discharging	GR - Grab
					Value NODI															
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample								=	15.3		15.3	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.								<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L		DL/DS - Daily When Discharging	GR - Grab
					Value NODI															
00400	pH	1 - Effluent Gross	0	--	Sample						=	7.3			=	7.3	12 - SU	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.						>=	6.0 MINIMUM			<=	9.0 MAXIMUM	12 - SU		DL/DS - Daily When Discharging	GR - Grab
					Value NODI															
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample								=	7.0	=	7.0	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.								<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L		DL/DS - Daily When Discharging	GR - Grab
					Value NODI															
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample										=	0.61	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.											Req Mon DAILY MX	19 - mg/L		DL/DS - Daily When Discharging	GR - Grab
					Value NODI															
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample								=	2.0	=	2.0	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.									Req Mon MO AVG		Req Mon DAILY MX	19 - mg/L		DL/DS - Daily When Discharging	GR - Grab
					Value NODI															
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample								=	0.06			19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.								<=	0.75 MO AVG			19 - mg/L		DL/DS - Daily When Discharging	GR - Grab
					Value NODI															
X 74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample										>	6000.0	13 - #/100mL	1	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.										<=	400.0 DAILY MX	13 - #/100mL		DL/DS - Daily When Discharging	GR - Grab
					Value NODI															
82220	Flow, total	1 - Effluent Gross	0	--	Sample			=	0.7	80 - Mgal/mo								0	DL/DS - Daily When Discharging	
					Permit Req.				Req Mon MO TOTAL	80 - Mgal/mo									DL/DS - Daily When Discharging	
					Value NODI															

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

Parameter		Monitoring Location	Field	Type	Description	Acknowledge
Code	Name					
74055	Coliform, fecal general	1 - Effluent Gross	Quality or Concentration Sample Value 3	Soft	The provided sample value is outside the permit limit. Please verify that the value you have provided is correct.	Yes

Comments

1 day of discharge. Coliform, fecal general excursion, daily max, resulted from heavy storm event, short run time, sample had to be taken before process feed rate was stabilized.

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User:reeseberry

Name:Dorrance Berry

E-Mail:rberry@dgsd.org

Date/Time:2025-09-11 10:28 (Time Zone: -05:00)

Report Last Signed By

User:reeseberry

Name:Dorrance Berry

E-Mail:rberry@dgsd.org

Date/Time:2025-09-11 10:32 (Time Zone: -05:00)

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Permit

Permit #:
Major:

IL0028380
Yes

Permittee:
Permittee Address:

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Facility:
Facility Location:

DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Permitted Feature:

A01
External Outfall

Discharge:

A01-0
EXCESS FLOW FROM EXCESS FLOW CLARIFIERS

Report Dates & Status

Monitoring Period:
From 08/01/25 to 08/31/25

DMR Due Date:

09/25/25

Status:

NetDMR Validated

Considerations for Form Completion

W0430300002 ; NUMBER OF DAYS OF DISCHARGE:CS

Principal Executive Officer

First Name:
Last Name:

Amy
Underwood

Title:

General Manager

Telephone:

630-969-0664

No Data Indicator (NODI)

Form NODI: --

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units			
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample										=	42.4	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.											Req Mon DAILY MX	19 - mg/L			
					Value NODI															
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample										=	30.0	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.											Req Mon DAILY MX	19 - mg/L			
					Value NODI															
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample										=	4.99	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.											Req Mon DAILY MX	19 - mg/L			
					Value NODI															
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample										=	1.36	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.											Req Mon MO AVG	19 - mg/L			
					Value NODI															
82220	Flow, total	1 - Effluent Gross	0	--	Sample			=	41.82	80 - Mgal/mo								0	DL/DS - Daily When Discharging	CN - Continuous
					Permit Req.				Req Mon MO TOTAL	80 - Mgal/mo										
					Value NODI															

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

4 days of discharge. Event 1: 8/12/25 to 8/13/25, discharging for 7.5 hours. 1.36 inches of rain over 8 hours. Flow rate at A01 start time: 17,416 gpm. Event 2: 8/17/25, discharging for 19.3 hours. 2.8 inches of rain over 8 hours. Flow rate at A01 start time: 18,291 gpm. Event 3: 8/18/25 to 8/19/25, discharging for 24 hours. 2.2 inches of rain over 9 hours. Flow rate at A01 start time: 18,548 gpm. Event 4: 8/19/25 to 8/20/25, discharging for 6.25 hours. Continuation of previous day event. Flow rate at A01 start time: 18,548 gpm from start of Event 3.

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User:

reeseberry

Name:

Dorrance Berry

E-Mail:	rberry@dgsd.org
Date/Time:	2025-09-11 10:30 (Time Zone: -05:00)
<i>Report Last Signed By</i>	
User:	reeseberry
Name:	Dorrance Berry
E-Mail:	rberry@dgsd.org
Date/Time:	2025-09-11 10:32 (Time Zone: -05:00)

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Permit

Permit #:
Major:

IL0028380
Yes

Permittee:
Permittee Address:

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Facility:
Facility Location:

DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Permitted Feature:

B01
External Outfall

Discharge:

B01-0
MIXING CHAMBER DISCHARGE TO THE E BRANCH DUPAGE RVR

Report Dates & Status

Monitoring Period:

From 08/01/25 to 08/31/25

DMR Due Date:

09/25/25

Status:

NetDMR Validated

Considerations for Form Completion

W0430300002 ; DMF LOAD LIMITS DISPLAYED.

Principal Executive Officer

First Name:
Last Name:

Amy
Underwood

Title:

General Manager

Telephone:

630-969-0664

No Data Indicator (NODI)

Form NODI: --

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units			
00011	Temperature, water deg. fahrenheit	1 - Effluent Gross	0	--	Sample										=	69.8	15 - deg F	0	01/30 - Monthly	GR - Grab
					Permit Req.											Req Mon MO MAX	15 - deg F		01/30 - Monthly	GR - Grab
					Value NODI															
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	1	--	Sample					=	6.9	=	6.5	=	6.1	19 - mg/L	0	03/DW - 3 Days Every Week	GR - Grab	
					Permit Req.					>=	5.5 MO AV MN	>=	4.0 MN WK AV	>=	3.5 DAILY MN	19 - mg/L		02/DA - 2 Days Every Week	GR - Grab	
					Value NODI															
00400	pH	1 - Effluent Gross	0	--	Sample					=	7.0			=	7.4	12 - SU	0	05/DW - 5 Days Every Week	GR - Grab	
					Permit Req.					>=	6.0 MINIMUM			<=	9.0 MAXIMUM	12 - SU		02/DA - 2 Days Every Week	GR - Grab	
					Value NODI															
00410	Alkalinity, total [as CaCO3]	1 - Effluent Gross	0	--	Sample										=	132.0	19 - mg/L	0	01/30 - Monthly	CP - Composite
					Permit Req.											Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CP - Composite
					Value NODI															
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample	=	76.07	=	498.65	26 - lb/d		=	0.7	=	2.5	19 - mg/L	0	05/DW - 5 Days Every Week	CP - Composite	
					Permit Req.	<=	2202.0 MO AVG	<=	4404.0 DAILY MX	26 - lb/d			<=	12.0 MO AVG	<=	24.0 DAILY MX	19 - mg/L	02/DA - 2 Days Every Week	CP - Composite	
					Value NODI															
00600	Nitrogen, total [as N]	1 - Effluent Gross	0	--	Sample										=	13.9	19 - mg/L	0	01/30 - Monthly	CP - Composite
					Permit Req.											Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CP - Composite
					Value NODI															
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	7	--	Sample	=	22.26	=	85.83	26 - lb/d		=	0.18	=	0.68	19 - mg/L	0	05/DW - 5 Days Every Week	CP - Composite	
					Permit Req.	<=	275.0 MO AVG	<=	550.0 DAILY MX	26 - lb/d			<=	1.5 MO AVG	<=	3.0 DAILY MX	19 - mg/L	02/DA - 2 Days Every Week	CP - Composite	
					Value NODI															
00625	Nitrogen, Kjeldahl, total [as N]	1 - Effluent Gross	0	--	Sample										<	1.0	19 - mg/L	0	01/30 - Monthly	CP - Composite
					Permit Req.											Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CP - Composite
					Value NODI															
00630	Nitrite + Nitrate total [as N]	1 - Effluent Gross	0	--	Sample										=	13.9	19 - mg/L	0	01/30 - Monthly	CA - Calculated
					Permit Req.											Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CA - Calculated
					Value NODI															
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample							=	2.8	=	3.94	19 - mg/L	0	04/30 - Four Per Month	CP - Composite	
					Permit Req.								Req Mon MO AVG		Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CP - Composite	

					Value NODI																			
00666	Phosphorus, dissolved	1 - Effluent Gross	0	--	Sample									=	3.7	=	3.7	19 - mg/L	0	01/30 - Monthly	CP - Composite			
					Permit Req.												Req Mon MO AVG					Req Mon DAILY MX	19 - mg/L	
					Value NODI																			
00940	Chloride [as Cl]	1 - Effluent Gross	0	--	Sample											=	131.0	19 - mg/L	0	01/30 - Monthly	GR - Grab			
					Permit Req.													Req Mon DAILY MX				19 - mg/L		
					Value NODI																			
30500	Coliform, fecal - % samples exceeding limit	1 - Effluent Gross	0	--	Sample											=	0.0	23 - %	0					
					Permit Req.												<=	10.0 MAXIMUM				23 - %		
					Value NODI																			
50050	Flow, in conduit or thru treatment plant	1 - Effluent Gross	0	--	Sample	=	11.92	=	24.21	03 - MGD									0	99/99 - Continuous				
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX	03 - MGD														
					Value NODI																			
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample											<	0.015	19 - mg/L	0	02/DA - 2 Days Every Week	GR - Grab			
					Permit Req.												<=	0.038 DAILY MX				19 - mg/L		
					Value NODI																			
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample									=	2.71	=	12.0	13 - #/100mL	0	02/DA - 2 Days Every Week	GR - Grab			
					Permit Req.												<=	200.0 GEO MEAN					Req Mon DAILY MX	13 - #/100mL
					Value NODI																			
80082	BOD, carbonaceous [5 day, 20 C]	1 - Effluent Gross	0	--	Sample	=	233.66	=	727.03	26 - lb/d				=	1.9	=	3.6	19 - mg/L	0	04/07 - Four Per Week	CP - Composite			
					Permit Req.	<=	1835.0 MO AVG	<=	3670.0 DAILY MX	26 - lb/d					<=	10.0 MO AVG	<=	20.0 DAILY MX				19 - mg/L		
					Value NODI																			

Submission Note

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Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User:

reeseberry

Name:

Dorrance Berry

E-Mail:

rberry@dgsd.org

Date/Time:

2025-09-11 10:31 (Time Zone: -05:00)

Report Last Signed By

User:

reeseberry

Name:

Dorrance Berry

E-Mail:

rberry@dgsd.org

Date/Time:

2025-09-11 10:32 (Time Zone: -05:00)

EPA may make all the information submitted through this form (including all attachments) available to the public without further notice to you. Do not use this online form to submit personal information (e.g., non-business cell phone number or non-business email address), confidential business information (CBI), or if you intend to assert a CBI claim on any of the submitted information. Pursuant to 40 CFR 2.203(a), EPA is providing you with notice that all CBI claims must be asserted at the time of submission. EPA cannot accommodate a late CBI claim to cover previously submitted information because efforts to protect the information are not administratively practicable since it may already be disclosed to the public. Although we do not foresee a need for persons to assert a claim of CBI based on the types of information requested in this form, if persons wish to assert a CBI claim we direct submitters to contact the [NPDES eReporting Help Desk](#) for further guidance. Please note that EPA may contact you after you submit this report for more information.

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Permit

Permit #:IL0028380

Major:Yes

Permittee:DOWNERS GROVE SANITARY DISTRICT

Permittee Address:2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Facility:DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER

Facility Location:5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Permitted Feature:C01
External Outfall

Discharge:C01-0
EXCESS FLOW FROM INTERMEDIATE CLARIFIER #1

Report Dates & Status

Monitoring Period:From 08/01/25 to 08/31/25

DMR Due Date:09/25/25

Status:NetDMR Validated

Considerations for Form Completion

W0430300002 ; NUMBER OF DAYS OF DISCHARGE:CS

Principal Executive Officer

First Name:Amy

Last Name:Underwood

Title:General Manager

Telephone:630-969-0664

No Data Indicator (NODI)

Form NODI:--

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units			
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample										=	7.3	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.											Req Mon DAILY MX	19 - mg/L			
					Value NODI															
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample										=	12.0	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.											Req Mon DAILY MX	19 - mg/L			
					Value NODI															
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample										=	0.74	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.											Req Mon DAILY MX	19 - mg/L			
					Value NODI															
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample										=	1.08	19 - mg/L	0	DL/DS - Daily When Discharging	GR - Grab
					Permit Req.											Req Mon MO AVG	19 - mg/L			
					Value NODI															
82220	Flow, total	1 - Effluent Gross	0	--	Sample			=	8.03	80 - Mgal/mo								0	DL/DS - Daily When Discharging	CN - Continuous
					Permit Req.				Req Mon MO TOTAL	80 - Mgal/mo										
					Value NODI															

Submission Note

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Edit Check Errors

No errors.

Comments

2 days of discharge. Event 1: 8/17/25, discharging for 6 hours. 2.8 inches of rain over 8 hours. Flow rate C01 start time: 17,048 gpm. Event 2: 8/18/25 to 8/19/25, discharging for 12.6 hours. 2.2 inches of rain over 9 hours. Flow rate at C01 start time: 17,326 gpm.

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User:reeseberry

Name:Dorrance Berry

E-Mail:rberry@dgsd.org

Date/Time:	2025-09-11 10:32 (Time Zone: -05:00)
<i>Report Last Signed By</i>	
User:	reeseberry
Name:	Dorrance Berry
E-Mail:	rberry@dgsd.org
Date/Time:	2025-09-11 10:32 (Time Zone: -05:00)

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Permit

Permit #:
Major:

IL0028380
Yes

Permittee:
Permittee Address:

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Facility:
Facility Location:

DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Permitted Feature:

INF
Influent Structure

Discharge:

INF-L
INFLUENT MONITORING

Report Dates & Status

Monitoring Period:

From 08/01/25 to 08/31/25

DMR Due Date:

09/25/25

Status:

NetDMR Validated

Considerations for Form Completion

W0430300002

Principal Executive Officer

First Name:
Last Name:

Amy
Underwood

Title:

General Manager

Telephone:

630-969-0664

No Data Indicator (NODI)

Form NODI: --

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units			
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	--	Sample								=	181.0			19 - mg/L	0	09/99 - See Permit	CP - Composite
					Permit Req.									Req Mon MO AVG			19 - mg/L		09/99 - See Permit	CP - Composite
					Value NODI															
00530	Solids, total suspended	G - Raw Sewage Influent	0	--	Sample								=	150.0			19 - mg/L	0	09/99 - See Permit	CP - Composite
					Permit Req.									Req Mon MO AVG			19 - mg/L		09/99 - See Permit	CP - Composite
					Value NODI															
00600	Nitrogen, total [as N]	G - Raw Sewage Influent	0	--	Sample										=	38.6	19 - mg/L	0	01/30 - Monthly	CP - Composite
					Permit Req.											Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CP - Composite
					Value NODI															
00665	Phosphorus, total [as P]	G - Raw Sewage Influent	0	--	Sample										=	5.75	19 - mg/L	0	04/30 - Four Per Month	CP - Composite
					Permit Req.											Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CP - Composite
					Value NODI															
50050	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	--	Sample	=	10.79	=	22.44	03 - MGD								0	99/99 - Continuous	
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX	03 - MGD									99/99 - Continuous	
					Value NODI															

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User:

reeseberry

Name:

Dorrance Berry

E-Mail:

rberry@dgsd.org

Date/Time:	2025-09-11 10:18 (Time Zone: -05:00)
<i>Report Last Signed By</i>	
User:	reeseberry
Name:	Dorrance Berry
E-Mail:	rberry@dgsd.org
Date/Time:	2025-09-11 10:32 (Time Zone: -05:00)

DOWNERS GROVE SANITARY DISTRICT

M E M O

TO: Amy Underwood, General Manager

FROM: Nick Whitefleet, Maintenance Supervisor

DATE: September 15th, 2025

SUBJECT: August 2025 Maintenance Report

Attached is a work order summary detailing equipment repair and preventive maintenance activities conducted by the maintenance department during August 2025.

Special projects in August included:

Raw Sewage VFD 1:

The 100 horsepower ABB VFD installed in 2017 failed unexpectedly and required replacement. We contacted numerous vendors that sell LS drives and Northwest Electric Motor provided the best pricing. We limited our search to LS drives due to them consistently being priced well, our familiarity with them, and District electrician Marco Rendon has been certified for installation and start-up by LS Electric. This certification increases the standard 2-year warranty to a 4-year warranty. The drive was installed and configured by District personnel. The drive is in service and performing as expected. The total cost for the replacement of the VFD came in at \$4,458.

Digester 3 Heat Exchanger Burner Controller Replacement:

During routine operational testing of digester heat exchangers, operators found that heat exchanger 3 regularly failed immediately upon start-up. District electrician Marco Rendon and recently hired maintenance mechanic Fabian Ramirez performed thorough troubleshooting and determined that the burner controller unit had failed. A new burner controller was purchased from Neuco at the cost of \$1,040.05 and installed. The heat exchanger is now operating as desired.

Phase 4 PLC Replacement Project:

This year's PLC replacement project was split into two separate portions. The first was completed in July that included the excess flow sludge PLC, and remote I/O's in the bisulfite, sand filter, and maintenance services buildings. The second portion of the project was completed in August. This included the raw sewage PLC and remote I/O's in the intermediate sludge and electrical distribution buildings. District electrician Marco Rendon and Concentric Integration personnel handled the physical installation, programming, and testing for the project. The new PLC's and remote I/O's are operating as expected.

FY25-26 Roofing Project

North Central Roofing performed this year's planned roofing work towards the end of August. The filter building (East side over filters 1&2), the maintenance services building and the control building at Northwest lift station were the scope of this project. The work was completed and has passed the manufacturer's inspection for the 15 year warranty the District requested. We have not been invoiced for this project, but it is expected to come in at a total cost of \$92,131.

CHP System – Units 1&2 Operation Update:

CHP 1: CHP 1 has remained off for the month of August. The gas analyzer is still operating, and accumulating data. To date there have not been any readings at the CHP 1 air intake that show quantities of H₂S exceeding the engine's design specifications. We discussed the data with Nissen and they put together a repair plan for the engine and included costs for their recommended repairs. This repair plan includes inspecting the engine once disassembled to determine the cause of the premature cylinder wear. Nissen has indicated that if they find an issue related to improper installation, defective manufacturing, or failed mechanical components, they will offer a credit for prior repairs and this investigation and associated overhaul. We have requested that Nissen provide a more specific explanation of what they are looking for and what we should expect regarding possible credits. We have also reached out to another vendor for proposals to overhaul the engine to different extents. We are currently reviewing all of the proposals to determine the most cost effective path that leads to CHP 1 reliably operating again.

CHP 2: CHP 2 operated well throughout the month of August with only a few minor repairs required. One of the pieces of exhaust insulation needed replacement, so a new one was fabricated and installed by M&O Insulation. The cost for the new piece of insulation was \$1,050. It was installed while the engine was running so we were able to avoid shutting the engine down.

Procurement:

Porter Pipe, \$1,746.94, Filter building roof pipe supports.

Undercutters, \$800.00, WWTC fence line tree removal (storm damage)

LAI Ltd. \$559.81, Qty. 4 plug valve seal kits w/ S.S. hardware. Excess Sludge Bsmt.

Uno Construction, \$3,930.24, Excavation, backfill, and asphalt patch at East systems garage exterior.

cc: AES, JMW, ME, KJR, RTJ, MJS, CS, DM

Work Order Summary

Work Order Completion Dates from 8/1/2025 to 8/29/2025

Work Assignment	Completion Date	Equipment	NOTATIONS
Clean Pump Seal Water Filters At Lift Stations	01-Aug-25	Butterfield Pump 1	Replaced station filters & cleaned filter housings.
		Butterfield Pump 2	
45,978 hours, Oil change		CHP Engine Genset #2	Changed oil & oil filters. Took oil sample and sent for lab analysis. Samole ID# IND-81442.
Clean Pump Seal Water Filters At Lift Stations		Earlston Pump 1	Replaced station filters & cleaned filter housings.
		Earlston Pump 2	
		Hobson Pump 1	
		Hobson Pump 2	
		Hobson Pump 3	
		Hobson Pump 4	
		Wroble Pump 1	
		Wroble Pump 2	
Backfill sinkhole & patch asphalt - East Sys. Garage		WWTC Roadways	East side of systems garage driveway, backfill sinkhole & patch asphalt pavement.
Repair South Downspout	04-Aug-25	Big Top	Repaired deteriorated gutter and reinstalled downspout.
Monthly Underground Storage Tanks Inspection		Emerg Gen Diesel Storage Tank	
Oil Bell & Gosset Pumps	05-Aug-25	Digester 1 Heat Exchanger	
		Digester 2 Heat Exchanger	
		Digester 3 Heat Exchanger	
		Digester 4 Heat Exchanger	
		Digester 5 Heat Exchanger	
		Excess Flow Pump Station	
2 MONTH OUTFALL ROAD INSPECTION AND CLEARING		Outfall 001 Pipe/Sample Trough	
Run And Inspect Generators With The Load Of The Plant	06-Aug-25	Emergency Generator 1	
		Emergency Generator 2	
		Emergency Generator 3	
Operate Relief Valves On Heat Exchangers And Boilers	07-Aug-25	Digester 1 Heat Exchanger	
		Digester 2 Heat Exchanger	
		Digester 3 Heat Exchanger	
		Digester 4 Heat Exchanger	
Discharge hose replacement		Digester 4 Mixing System	Replaced rubber discharge hoses for all ports w/ new.
Operate Relief Valves On Heat Exchangers And Boilers		Digester 5 Heat Exchanger	

Work Assignment	Completion Date	Equipment	NOTATIONS
3 Month Oil Change On Int. Draw-off Valves compressor		Excess Flow Pump Station	
Overhaul Pump	08-Aug-25	Interm Clarifier Sludge Bldg College Pump 1	Pump failed, removed & brought to Metro Pump for overhaul. Overhaul Parts kit purchased from Drydon. Reinstalled & tested.
Replace leaking pressure relief valve		Digester 1 Cover	Replaced leaking pressure relief valve with new.
Remove clog from intake pipe		Grit Pump 2	Removed section of pipe in basement to clear the clog. Reassembled & verified operation.
Install building ventilation fan - N.E. interior corner		Hypochlorite Feed Blg	Identified correct fan assy and installed. Inlet duct adapter had to be refabricated (A-Formula).
Increase pump stroke		Primary Sludge Pump 5	Removed & reinstalled shear pin to 4th longest stroke position. Reassembled check valves & tested.
Replace Water Filter-North Refer.	11-Aug-25	Maintenance Services Building	Purchased 3-pack of filters. Replaced water filter with new.
2 MONTH EXERCISE OF W.A.S. MOYNO PUMPS 1 AND 3	12-Aug-25	Conc Tank Moyno Sludge Pump 1	
By-Weekly Fluid and Misc. Check of Generators		Conc Tank Moyno Sludge Pump 3 Emergency Generator 1	
		Emergency Generator 2 Emergency Generator 3	
Repair deteriorated flush gates		Filter 5	Removed flush gates and welded/repared w/ existing sheat of SS from stock.
		Filter 6	
Roof vent fan repair - old blower bldg.		Operations Center	Replaced failed pillow-block bearings(2) and shaft(1) with new.
EXCESS 003- Exercise 30" and 24" DEZURIK Valves	13-Aug-25	Excess Flow 003 Valves	
Replace valve stem support bracket - u-tubes		Interm Clarifier Sludge Bldg	Removed deteriorated valve stem support bracket at intermediate U-Tube wet well.
Replace flush valve assy. Ops. urinal		Operations Center	Replaced urinal flush valve with new.
Bi-Monthly check of all ladders	14-Aug-25	Belt Filter Press Building Bisulfite Building Blower Building CHP Engine Genset #2 Digester 3 Control Building Digester 4 - 5 Control Buildg Excess Flow Pump Station Excess Flow Sludge Pump House Filter Building Hypochlorite Feed Blg Maintenance Services Building Microstrainer Building	

Work Assignment	Completion Date	Equipment	NOTATIONS
		Operations Center	
Replace Failed VFD w/ New		Raw Sewage Pump VFD 1	Removed failed ABB drive and replace with new LS drive. Submitted paperwork for 4-year warranty.
Bi-Monthly check of all ladders		System Garage	
Mid-level lighting Repair	15-Aug-25	Raw Sewage Pump Station	Replaced ballast on mid-level light fixture above sampler.
Reattach rake head	18-Aug-25	Bar Screen 2 -South	Welded new stud onto rake head assy to resecure tooth assy.
Replace Failed DeMag Motor		Emergency Generator 1	Replaced failed DeMag motor with rebuilt unit from Stock. Took failed motor to NWEM for overhaul.
		Emergency Generator 2	
Full service and Oil change six month-Caterpillar Skid Steer-333 #2 hoist failure	20-Aug-25	2019 Skid Steer	Performed PM, replaced defective fuel water sensor.
		Excess Flow Clarifier 1	Replaced contactor/overload assy. w/ new from stock. Repaired old assy for stock.
		Excess Flow Clarifier 2	
MONTHLY BAR SCREEN HARDWARE AND CHANNEL INSPECTION	21-Aug-25	Bar Screen 1 - North	Completed inspection of both bar screens, no issues found.
		Bar Screen 2 -South	
Seal leaking window		Maintenance Services Building	Sealed window and frame w/ silicone. West Facing window, South portion of main garage.
Run And Inspect Generators With The Load Of The Plant	22-Aug-25	Emergency Generator 1	
		Emergency Generator 2	
		Emergency Generator 3	
Change Pre-Filters Blowers 1 - 4.	25-Aug-25	Blower Bag Room	
Test for H2S at Unison Gas skid		CHP Gas Cleaning System	
Semi-Annual Greasing Of Various Equipment		Digester 1 Sludge Recirc Pump	
		Digester 1 Sludge Trnsfr Pump	
		Digester 2 Sludge Recirc Pump	
		Digester 2 Sludge Trnsfr Pump	
		Excess Flow Pump Station	
Excess Hypo Valves Monthly exercise		Hypochlorite Feed Pipe	
Semi-Annual Greasing Of Various Equipment		Operations Center	
2000 Hour Grease of Plant Effluent Pumps		Plant Effluent Water Pump #1	
		Plant Effluent Water Pump #2	
Semi-Annual Greasing Of Various Equipment		Primary Sludge Pump 2	
		Primary Sludge Pump 3	
		Primary Sludge Pump 5	
		Raw Sewage Pump Station	
Exercise both 24" primary influent ratio valves		Tunnel From PS to Grit	

Work Assignment	Completion Date	Equipment	NOTATIONS
Replace leaking faucet - Main Lab	26-Aug-25	Tunnel/Chan Primary Clarifiers Laboratory	Replaced leaking faucet w/new. Replaced supply lines w/ new.
REPLACE OIL ABSORBENT PADS IN GREASE CABINET	27-Aug-25	Administration Center	
Grease Tracks, Check Lube Sites On Bar Screens #1 & #2		Bar Screen 1 - North Bar Screen 2 -South Bar Screen Rag Compactor	
Turn on and run Chlorine Contact Tank sweep arm		Chlorine Contact Tank	
2000 Hour Grease of the UNISON BLOWER MOTOR		CHP Gas Cleaning System	
Restore operation of sampler feed pump(bsmt)		Excess Flow Sludge Pump House	Replaced failed motor w/new (NWEM), v-belt(Grainger), & adjustable tensioner base(McMaster Carr).Epoxy coated pump base assy.
6 months greasing of op station roof vent blowers		Operations Center	
Six Month Oil Change Primaries 1 & 2 Long Collector		Primary Clarifier 1 Primary Clarifier 2	
Replace sweep arm gear motor		Secondary Clarifier 2	Replaced gear motor w/ new.
Check all life ring boxes and clean if needed.	28-Aug-25 -		
Monthly Liquid Status of Under Ground Diesel Tank		Emerg Gen Diesel Storage Tank	
Exercising of Raw and Excess Influent valves		Excess Flow Pump Station	
Exercising of Inf, Eff, Drain and fill valves at Filter Building		Filter 1 Filter 2 Filter 3 Filter 4 Filter 5 Filter 6	
Monthly Drain check and flush at grit building		Grit Building	
Exercising of Raw and Excess Influent valves		Raw Sewage Pump Station	
Exercise Ratio Valve #2		Tunnel - System 2 RAS	
Headlight flicker - replace socket & harness	29-Aug-25	2019 Ford F-150 Pickup	Replaced PS headlight harness section(Hawk Ford-Parts) & PS DRL socket(Packey Webb) & bulb(autozone).
Replace Auto greaser		Bar Screen 2 -South	Replaced auto-greaser assy w/ new.
Replace oil reservoir w/ new		Digester 4 Mixing System	Replaced leaking oil reservoir w/ new from stock. Purchased new for stock.
Air actuated valve packing replacement		Excess Flow Clarifier 1 Excess Flow Clarifier 2 Excess Flow Clarifier 3 Excess Flow Clarifier 4	Replaced packing materials w/ new. Replaced carbon steel hardware w/ stainless steel hardware.
FY 25-26 Roofing Project		Filter Building	North Central Insulation re-roofed the MSB, Filter bldg

Work Assignment	Completion Date	Equipment	NOTATIONS
			(over 1&2), and NWLS. 15 year warranty.
		Maintenance Services Building	
		Northwest Lift Station	
2 Month grease of new WAS pump #2		WAS Pump 2 (Thickener Feed)	
MONTHLY TWAS POLYMER SYSTEM CLEANING		WAS Thickener Polymer System	
MONTHLY CLEANING OF TWAS HOPPERS AND POLY EFFLUENT STRAINER		WAS Volute Thickener	

DOWNERS GROVE SANITARY DISTRICT
M E M O

DATE: September 9, 2025

TO: Amy Underwood
General Manager

FROM: Todd Freer
Sewer System Maintenance Supervisor

RE: Monthly Report – August 2025

1.

JULIE Line Markings:	Current	Year to Date
Received	1323	9415
In District	1208	8666
Marked	325	1883
Man Hours	132	700

2.

Building Service:	Current	Year to Date
BSSRAP TV Inspections	14	127
Emergency BSSRAP Repairs	6	81
Total BSSRAP Repairs	13	122
I&I Inspections	0	1
I&I C.O. Inspections	0	0
Replace Broken Cleanout Caps	2	6
OHSP TV Inspections	0	1
Post Rodding TV	8	41

3.

Sewer Back-Ups:	Current	Year to Date
Public Sewer	1	6
Private Sewer	19	153
Surcharged Main	0	0
Pump Station	0	0
Total	20	159

4.

	Current	Year to Date
Sewer Cleaning (DGSD Personnel):	51,753.5_Ft.	253,203.2 Ft.
a. Sewer Cleaning (Outside Contractors)	0 Ft.	0 Ft.

5.

Main Sewer Televising (DGSD personnel)	709 Ft.	6,631.4 Ft.
a. Sewer Televising (Outside Contractors)	0 Ft.	763 Ft.

6.

	Current	Year to Date
LETS TV	0	0

7.

Manhole Inspections	0	166
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8. Infiltration/Inflow Removal Work

Inspection efforts on private property under the I/I program with the intention of conducting I/I removal are on-going in the 2C-025 basin in downtown Downers Grove. A map showing progress for the 2C-025 is included herein, as well as a summary sheet. Group “G” inspections are still being performed that include Main Street and Lane Place properties.

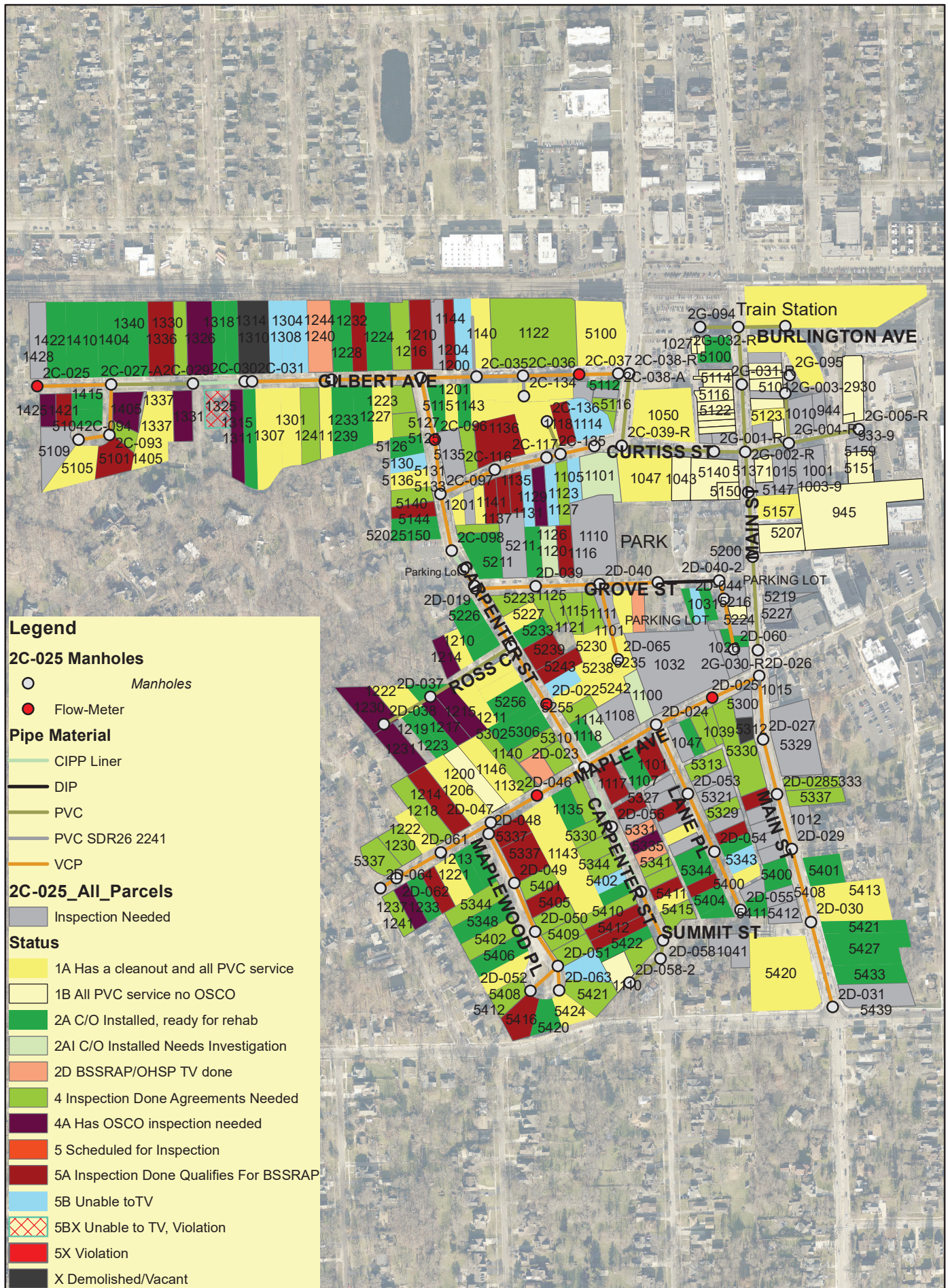
9.

National Power Rodding was the winning bidder for the 2025 Contract Televising of the Sewer Lines. The proposed work consists of light cleaning and televising of approximately 56,000 lineal feet of sanitary sewer. NPR plans to start work sometime in October.

10.

Efforts to clear a pathway to gain access to manholes northwest of the Northwest Lift Station have been discussed with Nick Whitefleet. Technicians are currently clearing a footpath through the woods to the metering manhole, N1-003, which is the first manhole located northwest of the station. The tentative plan is for the Sewer System Crew to continue in the fall in conjunction with the Plant Maintenance Crew to clear a complete path along the bank of Lacey Creek to access those manholes. The hope is to create a path wide enough to drive a televising equipped side-by-side vehicle through to be able to televise these lines to assess their condition.

CC: AES, JMW, KJR, RTJ, MJS, DM, CS, KWS, ME



STATUS OF PARCELS 2C-025 I&I INVESTIGATION

Category	Inspections Scheduled	Inspections Completed	Application Received	Agreements Signed	Cleanout Installed	Service Rehab Done	Totals	Total as Percentage
1A	Y	Y	N	Y	Y	N/A	50	17%
1B	Y	Y	N	N	N	N/A	27	9%
2A	Y	Y	Y	Y	Y	N	45	16%
2AI	Y	Y	Y	Y	Y	N	4	1%
2B	Y	Y	Y	Y	Y	N	0	0%
2D	Y	Y	Y	N	N	N	4	1%
4	Y	Y	N	N	N	N	50	17%
4A	N	N	N	N	N/A	N	13	5%
5	Y	N	N	N	N	N	1	1%
5A	Y	Y	N	N	N	N	33	12%
5AX	Y	Y	N	N	N	N	0	0%
5B	Y	N	N	N	N	N	14	5%
5BX	Y	N	N	N	N	N	0	0%
0	N	N	N	N	N	N	43	15%
X	-	-	-	-	-	-	3	1%
5X	-	-	-	-	-	-	0	0%
							<u>288</u>	<u>100%</u>

Category Description:

1A - PVC service with cleanout

1B - All PVC no Cleanout

2A - Cleanout installed, ready for rehab

2AI C/O Installed Needs Investigation

2024 Basin I&I Ranking = 7

3 - Program application received (executed agreements needed)

3A - Released to contractor for cleanout installation

4 - Inspection completed (Program application needed)

4A - Has an existing cleanout

5 - Inspections scheduled

5A - Inspection done - BSSRAP needed (qualifying defects or obstructions seen during TV)

5AX - Violation, BSSRAP needed

5B - Unable to TV

5BX - Unable to TV Violation

0 - Inspection Needed

X2 - Vacant not Disconnected

DOWNERS GROVE SANITARY DISTRICT
M E M O

DATE: September 10, 2025

TO: Amy R. Underwood
General Manager

FROM: Keith Shaffner
Sewer Construction Supervisor

RE: Monthly Report: Sewer Construction \ Code Enforcement – August 2025

1.	Permits issued:	Current	Year to Date
	a. Single family	4	38
	b. Multiple family	1	2
	c. Commercial	0	8
	d. Repair	4	13
	e. Disconnection	<u>4</u>	<u>32</u>
	Total	13	93
2.	Inspections made:	Current	Year to Date
	a. Connections	7	50
	b. Finals	3	26
	c. Repairs	5	14
	d. Disconnects	3	27
	f. Walk-Thru	0	0
	g. Pre-connections	1	4
	h. Overhead Sewer Program	0	0
	i. Code Enforcement	0	5
	j. Lateral testing	<u>8</u>	<u>37</u>
	Total	27	163
3.	New Sewer Extension Construction:		
	None		
4.	New Sewer Extension Testing - air, deflection, manhole, and televising:		
	None		
5.	Code Enforcement:		
	None		

6. Plan & Permit Reviews:

- a. 1404 Gilbert – Single Family Home
- b. 4529 Highland – Single Family Home
- c. 4139 Forest – Single Family Home
- d. 5701 Lyman – Single Family Home
- e. 1118 Palmer – Single Family Home

7. Building Sanitary Service Access Agreements:

- a. 423 N Grant – Westmont
- b. 3206 Mulberry – Oak Brook
- c. 1118 Palmer – Downers Grove

8. Illinois EPA Permits:

None

9. Miscellaneous:

The Sewer Construction crew will be preparing for the annual Open House over the next two weeks. The equipment and exhibits will be prepared and ready for display at the DGSD Open House.

CC: AES, JMW, ME, KJR, RTJ, MJS, TF, CS & DM

Permits Issued: AUGUST 2025

YEAR	PERMIT #	ADDRESS	STREET	CITY	ISSUE	TYPE	TAP FEE	INSP FEE
2025	86	5914	GRAND	DG	8/4/2025	REPAIR		
2025	87	4529	HIGHLAND	DG	8/5/2025	DISCON		
2025	88	4704	ELM	DG	8/5/2025	DISCON		
2025	80	423 N	GRANT	W	8/7/2025	SF-RB		\$285.00
2025	64	1903	MAPLE	DG	8/12/2025	SF	\$3,895.50	\$285.00
2025	93	4439	STONEWALL	DG	8/15/2025	REPAIR		
2025	81	750	CURTISS	DG	8/18/2025	MULTI	\$277,137.00	\$472.00
2025	95	425	40TH	DG	8/19/2025	DISCON		
2025	108	3206	MULBERRY	OB	8/22/2025	SF	\$3,895.50	\$285.00
2025	96	313 N	PARK	W	8/26/2025	REPAIR		
2025	97	2142	HOWARD	DG	8/26/2025	REPAIR		
2025	99	5317	WASHINGTON	DG	8/28/2025	DISCON		
2025	94	1118	PALMER	DG	8/29/2025	SF	\$3,895.50	\$285.00
TOTAL:							\$288,823.50	\$1,612.00

Permit Final Inspections: AUGUST 2025

YEAR	PERMIT #	ADDRESS	STREET	CITY	FINAL
2023	68	4920	STONEWALL	DG	8/14/2025
2024	62	5401	BLODGETT	DG	8/21/2025
2024	27	1243	59TH STREET	DG	8/26/2025

Progress Report

To: Amy Underwood, General Manager
From: Reese Berry, Laboratory Supervisor
Date: September 11, 2025
Re: August 2025 Laboratory Report

DGSD had 4 excess flow sampling events during August 2025 for our first level of excess flow. We had 2 days of excess flow on our second level and 1 day excess flow on our third level.

DGSD had 1 NPDES permit excursion during the month of August 2025, which was a Fecal Coliform test for Outfall 003, while operating all three levels of excess flow.

Pretreatment:

Lovejoy, LLC. and Pepperidge Farm are both back in compliance at this time.

DGSD had a hazardous waste pickup during the month of August. We had accumulated waste from testing over the years. This was a 5 gallon bucket of mercury waste in testing vials. It was all contained in the vendor provided bucket and has been for a few years. We received another waste bucket for the mercury vials to continue testing and containment of that waste.

Biowin Modeling/Sampling:

Ongoing project and will be finalized at the end of November 2025.

NPDES Permit Renewal Activity:

During the month of August we sampled our plant Effluent and our receiving stream (East Branch DuPage River) for W.E.T. (Whole Effluent Toxicity) testing. This process begins 18 months prior to our NPDES permit expiration date and continues every 3 months for 1 year. The report from the laboratory is forwarded immediately to IEPA for our permit renewal. We test 48 hr. Ceriodaphnia and 96 hr. fathead minnows as required by our NPDES permit special condition requirement. Both tests had a 100% survival rate in whole effluent indicating no apparent acute toxicity, which is very good results for our effluent quality.

C: AES, JMW, ME, KJR, RTJ, MJS, CSS, DM

To: Board of Trustees
From: Amy Underwood
Re: Engineering Report for August 2025
Date: September 19, 2025



A summary of the status of several projects is provided below.

I. PLANNING PROJECTS & STUDIES

A. College Lift Station Study

Baxter & Woodman (B&W) continues working on this study. The report is expected to be completed by November so that the project costs can be incorporated into the budget and five-year plan and the Facility Plan.

II. DESIGN PROJECTS

A. Maple Grove Bridge and Sanitary Sewer Replacement Project

Christopher B. Burke Engineering, Ltd. continues working on the Phase I and Phase II design. Unless a faster schedule is required by the grant that the Forest Preserve received for this project, the bid opening is expected to be in late 2026 or early 2027 with construction in 2027.

B. 2025 Sewer Rehabilitation (Lining)

A pre-construction meeting with Hoerr Construction has been scheduled for September 24.

I signed an access agreement with Lisle Lanes. They are granting our contractor access to the end of the outfall sewer through their parking lot and open lawn so that we do not need to remove trees along the easement.

C. Butterfield Lift Station Replacement

B&W continues to work on the preliminary design. With assistance from District staff, B&W verified that the existing wet well is in good condition and submersible pumps can be installed in it.

III. CONSTRUCTION PROJECTS

A. Wroble Force Main Replacement

The work is complete. The first payment to Uno Construction is included in the September Claim Ordinance. Change Order No. 1, which will be brought to the Board for approval at its September 23 meeting, is reflected in the contract sum below.

A	Original Contract Sum	A		\$408,880.00
B	Net Change by Change Orders to Date	B	+	\$1,900.00
C	Contract Sum to Date	A+B = C		<hr/> \$410,780.00
D	Total Completed and Stored to Date	D		\$370,326.00
E	Retainage	E	-	\$18,516.30
F	Total Earned Less Retainage	D-E= F		<hr/> \$351,809.70
G	Less Previous Certificates for Payment	Previous Payments	-	\$0.00
H	Current Payment Due	F-G= H		<hr/> \$351,809.70
I	Balance to Finish, including Retainage	C-F=I		\$58,970.30

B. SCADA Platform Replacement (Ignition)

SCADA is completely running on Ignition now. The old SCADA program, iFix, will be kept running in the background for a few weeks before decommissioning.

C. SCADA PLC Replacement (Phase 4)

A payment request from Concentric for this project is included in the September Claim Ordinance for work completed through August 8.

Engineer's Fee	\$102,150.00
Total Completed to Date	\$83,054.65
Less Previous Payments	<u>-\$69,504.95</u>
Current Payment Due	<u>\$13,549.70</u>
Remaining	\$19,095.35

The work is complete. Concentric is preparing as-built drawings. Please refer to the Maintenance monthly report for more information.

D. WWTC Gas Detection System

No pay request was received this month from Connelly Electric.

A	Original Contract Sum	A		\$312,000.00
B	Net Change by Change Orders to Date	B	+	\$0.00
C	Contract Sum to Date	A+B = C		<u>\$312,000.00</u>
D	Total Completed and Stored to Date	D		\$312,000.00
E	Retainage	E	-	\$31,200.00
F	Total Earned Less Retainage	D-E= F		<u>\$280,800.00</u>
G	Less Previous Certificates for Payment	Previous Payments	-	\$280,800.00
H	Current Payment Due	F-G= H		<u>\$0.00</u>
I	Balance to Finish, including Retainage	C-F=I		\$31,200.00

The system manufacturer and the contractor have a few punchlist items to address.

E. WWTC Gas Detection System – SCADA Integration

A payment request from Concentric for this project is included in the September Claim Ordinance for work completed through July 18.

Engineer's Fee	\$28,300.00
Total Completed to Date	\$26,681.42
Less Previous Payments	<u>-\$25,741.40</u>
Current Payment Due	<u>\$940.00</u>
Remaining	\$1,618.58

The work is complete.

F. Ops Center Server Replacement

No pay request was received this month from Concentric.

Engineer's Fee	\$13,150.00
Total Completed to Date	\$2,938.75
Less Previous Payments	<u>-\$2,938.75</u>
Current Payment Due	<u>\$0.00</u>
Remaining	\$10,451.25

The new server has been installed. Concentric will migrate the virtual servers from the old server to the new server the week of September 15.

G. 2025 Roofing

The work is complete. Please refer to the Maintenance monthly report for more information.

H. 2025 Sewer Televising

Please refer to the Sewer System Maintenance monthly report for an update.

I. 2025 Painting

Work started on September 15.

C: BOLI, CS, DM

DOWNERS GROVE SANITARY DISTRICT CASH BALANCES AND INVESTMENT SCHEDULE
 DATE 8/31/2025

CASH BALANCES

		8/31/2025	PREVIOUS MONTH AS OF 07/31/25					
		BALANCE PER	BALANCE PER	MONTHLY	EARNINGS		YTD	INT EARNED ON
ACCOUNT NAME	ACCOUNT NUMBER	BANK STATEMENT	BANK STATEMENT	EARNINGS CREDIT	CREDIT APPLIED	NET MONTHLY	CUMULATIVE	FUNDS IN EXCESS
					TO BANK FEES	EARNINGS CREDIT	EARNINGS CREDIT	OF PEG BALANCE
DEPOSIT	XXXXXXXXX1116	\$2,147,684.12	\$1,244,572.95					
DISBURSEMENT	XXXXXXXXX1111	\$173,236.95	\$208,437.82					
FLEXIBLE BENEFITS	XXXXXXXXX6025	\$22,849.99	\$25,274.32					
PAYROLL	XXXXXXXXX1117	\$217,138.87	\$219,892.79					
PETTY CASH	XXXXXXXXX1112	\$5,000.00	\$4,785.71					
USER REFUNDS	XXXXXXXXX1114	\$7,434.96	\$6,504.91					
TOTAL - CASH AT BANK		\$2,573,344.89	\$1,709,468.50	\$2,154.93	\$1,425.07	\$729.86	\$1,570.37	\$326.95

INVESTMENTS

TYPE	FINANCIAL INSTITUTION	TERM	MATURITY	AMOUNT	ANNUAL INT. RATE	GENERAL CORPORATE FUND (01)	IMPROVEMENT FUND (02)	CONSTRUCTION FUND (03)	PUBLIC BENEFIT FUND (05)	SEWER EXTENSION FUND (71)	INTEREST EARNED AT MATURITY
CD	TRISTATE CAPITAL BANK	24 MOS	8/9/2026	\$250,000.00	4.000%			\$250,000.00			\$20,000.00
TOTAL CDs				\$250,000.00	4.000%	\$0.00	\$0.00	\$250,000.00	\$0.00	\$0.00	\$20,000.00

TYPE	FINANCIAL INSTITUTION	TERM	LAST ACTION DATE	AMOUNT	CURRENT RATE OF RETURN						ESTIMATED ANNUAL RETURN
MM	BANKFINANCIAL	ONGOING	6/21/2023	\$252,992.49	4.160%	\$252,992.49					\$10,524.49
MM	TRISTATE CAPITAL BANK	ONGOING	4/16/2021	\$11.91	2.210%			\$11.91			\$0.26
TOTAL MM ACCOUNTS				\$253,004.40	4.160%	\$252,992.49	\$0.00	\$11.91	\$0.00	\$0.00	\$10,524.75
SCHWAB - US TREASURIES				\$3,821,168.16	SEE ATTACHED	\$3,821,168.16					SEE ATTACHED
ILLINOIS FUNDS - MONEY MARKET				\$5,960,862.49	4.436%	\$3,388,423.42	\$947,070.93	\$1,625,368.14	\$0.00	\$0.00	\$264,423.86
TOTAL - ALL INVESTMENTS				\$10,285,035.05		\$7,462,584.07	\$947,070.93	\$1,875,380.05	\$0.00	\$0.00	

TOTAL CASH AND INVESTMENTS	\$12,858,379.94
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NOTES:

As of October 2024, any "Net Monthly Earnings Credits" in excess of the "Earnings Credit Applied to Bank Fees" accumulate and roll forward into the "YTD Cumulative Earnings Credit". The "YTD Cumulative Earnings Credit" reset to \$0 at the end of our fiscal year. The Monthly Earnings Credit Rate was 1.45% for JULY 2025 and was applied to any balances that did not earn interest.

We earn cash interest on all Chase daily balances in excess of the the peg balance. As of 5/2/25, the Treasurer set the peg balance to \$1,300,000 to generate more Earnings Credits than interest and begin to accumulate Excess Credits in the new fiscal year. The interest rate for JULY 2025 was 1.35%. We will reset this peg balance quarterly as needed to either build Cumulative Earnings Credits with any excess or generate interest - being mindful that any unused Cumulative Earnings Credits are forfeited at the end of the fiscal year.



Positions - Summary

Beginning Value as of 08/01	+	Transfer of Securities(In/Out)	+	Dividends Reinvested	+	Cash Activity	+	Change in Market Value	=	Ending Value as of 08/31	Cost Basis	Unrealized Gain/(Loss)
\$3,840,979.48		\$0.00		(\$2,475.95)		\$3,379.99		\$9,323.88		\$3,851,207.40	\$2,575,538.68	\$30,039.24

Values may not reflect all of your gains/losses; Schwab has provided accurate gain and loss information wherever possible for most investments. Cost basis may be incomplete or unavailable for some of your holdings and may change or be adjusted in certain cases. Statement information should not be used for tax preparation, instead refer to official tax documents. For additional information refer to Terms and Conditions.

Cash and Cash Investments

Type	Symbol	Description	Quantity	Price(\$)	Beginning Balance(\$)	Ending Balance(\$)	Change in Period Balance(\$)	Pending/Unsettled Cash(\$)	Interest/ Yield Rate	% of Acct
Bank Sweep		CHARLES SCHWAB BANK ^{X,Z}			13,686.84	282,590.88	268,904.04		0.05%	7%
Bank Sweep		SCHWAB PREMIER BANK ^{X,Z}			0.00	249,000.00	249,000.00		0.05%	6%
Money Fund (Non-Sweep)	SNSXX	SCHWAB US TREASURY MONEY ⁰	714,038.6000	1.0000	711,562.65	714,038.60	2,475.95			19%
Total Cash and Cash Investments					\$725,249.49	\$1,245,629.48	\$520,379.99			32%

Positions - Fixed Income

Symbol/ CUSIP	Description	Coupon	Maturity Date	Quantity/Par	Price(\$)	Market Value(\$)	Adj Cost Basis/ Orig Cost Basis(\$)	Unrealized Gain/(Loss)(\$)	Yield to Maturity	Est. Annual Income(\$)	Accrued Income(\$)	% of Acct
912797MS3	US TREASURY		10/02/25	693,000.0000	99.64791	690,560.02	666,234.63 666,234.63	24,325.39	4.33%	N/A	0.00	18%
91282CHM6	US TREASUR NT Moody's: NR S&P: NR	4.5%	07/15/26	491,000.0000	100.48828	493,397.45	493,619.56 493,619.56	(222.11)	4.17%	22,095.00	2,881.96	13%
91282CLP4	US TREASUR NT	3.5%	09/30/26	673,000.0000	99.63281	670,528.81	665,684.49 665,684.49	4,844.32	4.09%	23,555.00	9,911.12	17%
06405VHE2	THE BANK OF NEW Y Moody's: NR S&P: NR	4.3%	09/08/25	125,000.0000	99.99760	124,997.00	125,000.00 125,000.00	(3.00)	4.30%	N/A	2,621.23	3%
38150VN39	GOLDMAN SACHS BAN Moody's: NR S&P: NR	4.2%	02/11/26	250,000.0000	99.98860	249,971.50	250,000.00 250,000.00	(28.50)	4.20%	N/A	5,810.96	6%
27002YHJ8	EAGLEBANK Moody's: NR S&P: NR	4.2%	03/06/26	125,000.0000	100.04990	125,062.38	125,000.00 125,000.00	62.38	4.20%	5,250.00	359.59	3%



Positions - Fixed Income (continued)

Symbol/ CUSIP	Description	Coupon	Maturity Date	Quantity/Par	Price(\$)	Market Value(\$)	Adj Cost Basis/ Orig Cost Basis(\$)	Unrealized Gain/(Loss)(\$)	Yield to Maturity	Est. Annual Income(\$)	Accrued Income(\$)	% of Acct
61690DT81	MORGAN STANLEY B Moody's: NR S&P: NR	4.25%	09/08/26	125,000.0000	100.25470	125,318.38	125,000.00 125,000.00	318.38	4.25%	5,312.50	2,619.86	3%
59013K5F9	MERRICK BANK Moody's: NR S&P: NR	4.25%	03/10/27	125,000.0000	100.59390	125,742.38	125,000.00 125,000.00	742.38	4.25%	5,312.50	320.21	3%
Total Fixed Income				2,607,000.0000		\$2,605,577.92		\$30,039.24		\$61,525.00	\$24,524.93	68%
Total Adj Cost Basis		\$2,575,538.68										
Total Orig Cost Basis		\$2,575,538.68										

Accrued Income represents the interest that would be received if the fixed income investment was sold prior to the coupon payment.
Yield to Maturity is the annualized rate of return earned if held until maturity date.
Total Adj Cost Basis and Total Orig Cost Basis are the sums of the individual positions held, which may be incomplete or unavailable.

Transactions - Summary

Beginning Cash* as of 08/01	+	Deposits	+	Withdrawals	+	Purchases	+	Sales/Redemptions	+	Dividends/Interest	+	Expenses	=	Ending Cash* as of 08/31
\$13,686.84		\$0.00		\$0.00		(\$2,475.95)		\$517,000.00		\$3,379.99		\$0.00		\$531,590.88
Other Activity		\$0.00 Other activity includes transactions which don't affect the cash balance such as stock transfers, splits, etc.												

*Cash (includes any cash debit balance) held in your account plus the value of any cash invested in a sweep money fund.

SCHWAB INVESTMENTS
8/31/2025

		8/31/2025		PURCHASE PRICE(\$)	AT DATE OF PURCHASE		8/31/2025
		CURRENT MARKET PRICE(\$)	SCHWAB MARKET VALUE		COST BASIS/PURCHASE PRICE		MARK TO MARKET UNREALIZED GAIN/(LOSS)
QUANTITY/PAR							
912797NC7 US TREASURY - MATURED 4/24/25	CONVERTED TO MONEY FUND (SNSXX)				\$	665,367.28	
912797MG9 US TREASURY - MATURED 8/7/25	CONVERTED TO MONEY FUND (SNSXX)				\$	500,233.69	
912797MS3 US TREASURY	693,000.00	\$ 99.647910	\$ 690,560.02	\$ 96.137700	\$	666,234.63	\$ 24,325.39
91282CHM6 US TREASURY NOTE	491,000.00	\$ 100.488280	\$ 493,397.45	\$ 100.533500	\$	493,619.56	\$ (222.10)
91282CLP4 US TREASURY NOTE	673,000.00	\$ 99.632810	\$ 670,528.81	\$ 98.913000	\$	665,684.49	\$ 4,844.32
06405VHE2 BANK OF NEW YORK CD 6MO 4.3%	125,000.00	\$ 99.997600	\$ 124,997.00	\$ 100.000000	\$	125,000.00	\$ (3.00)
38150VN39 GOLDMAN SACHS CD 12MO 4.2%	250,000.00	\$ 99.988600	\$ 249,971.50	\$ 100.000000	\$	250,000.00	\$ (28.50)
27002YHJ8 EAGLEBANK CD 12MO 4.2%	125,000.00	\$ 100.049900	\$ 125,062.38	\$ 100.000000	\$	125,000.00	\$ 62.38
61690DT81 MORGAN STANLEY CD 18MO 4.25%	125,000.00	\$ 100.254700	\$ 125,318.38	\$ 100.000000	\$	125,000.00	\$ 318.38
59013K5F9 MERRICK BANK CD 24MO 4.25%	125,000.00	\$ 100.593900	\$ 125,742.38	\$ 100.000000	\$	125,000.00	\$ 742.38
FIXED INCOME - POSITIONS			\$ 2,605,577.92		\$	3,741,139.65	\$ 30,039.24
CASH			\$ 531,590.88		\$	-	
MONEY FUND (SNSXX)			\$ 714,038.60	ORIG EXCESS CASH BAL	\$	624.07	
DIVIDENDS AND INTEREST EARNED**				CUMULATIVE EARNINGS THRU 7/31/25	\$	59,258.14	
				EARNINGS THIS MONTH 8/31/25	\$	20,146.30	
TOTAL		2,607,000.00	MARKET VALUE \$ 3,851,207.40	INVESTMENT SCH TOTAL	\$	3,821,168.16	
UNREALIZED GAIN/(LOSS)				8/31/2025	\$	30,039.24	
ENDING MARKET VALUE AS REPORTED ON SCHWAB STATEMENT				8/31/2025	\$	3,851,207.40	

Board of Trustees
Amy E. Sejnost
President
Jeremy M. Wang
Vice President
Mark Eddington, P.E.
Clerk

Downers Grove Sanitary District

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General Manager
Amy R. Underwood, P.E.

Legal Counsel
Daniel McCormick, P.C.

Providing a Better Environment for South Central DuPage County

MEMORANDUM

To: Board of Trustees
From: Amy R. Underwood, General Manager
Date: September 19, 2025
Subject: Treasurer's Report for August 2025

Attached please find the subject report that tracks income and expenses for the first four months of Fiscal Year 25-26.

Totals of expenses and income are shown on the following table:

Year-to-date	Income	Expenses
General Fund	\$ 3,881,524.67 (Page 1)	\$ 3,730,757.38 (Page 5)
Improvement Fund	\$ 692,265.40 (Page 6)	\$ 20,551.07 (Page 6)
Construction Fund	\$ 424,641.64 (Page 7)	\$ 100,367.69 (Page 7)
Public Benefit Fund	\$ 0.00	\$ 0.00
Sewer Extensions Escrow	\$ 0.00	\$ 0.00
TOTAL	\$ 4,998,431.71	\$ 3,851,676.14

For those General Ledger codes for which the budget is in one code and the expenses are in multiple codes, the year-to-date activity and the % of annual budget remaining do not recognize that the expenses need to be rolled up and applied against the total budget. An example in the attached report is WWTC chemicals, which is budgeted under 01-012-B400. The attached report shows 100.00% remaining in this code when only 81.60% remains as the expenses in 01-012-B401 and 01-012-B402 should have been applied against it. Staff are working with the accounting system support to fix this issue.

Notable income was received this month in all three funds. As seen under 01-005-3040, three years of renewable energy credits for CHP 2 were sold for \$162,250.75. The trunk sewer service charge and the sewer permit (or tap) fee for an apartment building to be constructed in downtown Downers Grove make up most of the income under 02-005-3010 and 03-005-3009, respectively.

Adjusting journal entries were made for payroll expenses which were incorrectly applied to the budget codes in previous months. These entries moved expenses from 01-012-A10 to 01-012-A009, 01-012-A011 and 01-012-A014; from 01-012-A020 to 01-012-A009 and 01-12-A021; and from 01-013-A040 to 01-013-A009 and 01-013-A042.

C: BOLI, DM, CS

TREASURER'S REPORT FOR DOWNERS GROVE SANITARY DISTRICT

Balance As of 08/31/2025

GL Number	Description	CURRENT MONTHLY ACTIVITY 08/31/25	CURRENT MONTHLY BUDGET 08/31/25	YTD ACTIVITY 08/31/25	YTD BUDGET 08/31/25	FISCAL 2025-26 ANNUAL BUDGET	% OF ANNUAL BUDGET REMAINING
Fund: 01 GENERAL FUND							
Account Category: Revenues							
Department: 005 REVENUES							
01-005-3000	PROPERTY TAXES	21,406.08	15,971.00	871,865.54	835,463.00	1,550,600.00	43.77
01-005-3001	USER RECEIPTS	406,509.03	438,875.00	1,420,217.62	1,603,177.00	5,448,400.00	73.93
01-005-3002	SURCHARGES	30,000.15	40,034.00	141,739.71	146,240.00	497,000.00	71.48
01-005-3004	PLAN REVIEW FEES	1,330.00	125.00	1,330.00	250.00	500.00	(166.00)
01-005-3005	CONSTRUCTION INSPECTION FEES	0.00	120.00	0.00	240.00	500.00	100.00
01-005-3006	PERMIT INSPECTION FEES	1,799.00	1,500.00	6,920.00	6,000.00	18,000.00	61.56
01-005-3007	INTEREST ON INVESTMENTS	33,911.41	22,000.00	94,480.11	49,500.00	170,900.00	44.72
01-005-3013	SAMPLING AND MONITORING	9,753.50	11,250.00	39,524.11	45,000.00	135,000.00	70.72
01-005-3014	REPLACEMENT TAXES	3,300.42	9,000.00	49,153.44	37,000.00	90,000.00	45.39
01-005-3015	MISCELLANEOUS INCOME	115.00	400.00	442.23	1,600.00	4,000.00	88.94
01-005-3016	SALE OF ELECTRICITY	5.72	2,000.00	7.76	8,000.00	20,000.00	99.96
01-005-3020	SALE OF PROPERTY	0.00	2,500.00	25,851.00	10,000.00	29,500.00	12.37
01-005-3021	TELEVISION INSPECTION	0.00	0.00	0.00	0.00	200.00	100.00
01-005-3023	PROPERTY LEASE PAYMENTS	3,392.86	3,400.00	13,571.44	13,600.00	40,800.00	66.74
01-005-3024	MONTHLY SERVICE FEES	369,831.54	424,325.00	1,362,426.17	1,697,300.00	5,091,900.00	73.24
01-005-3027	GREASE WASTE	15,644.93	17,000.00	73,147.69	68,000.00	200,000.00	63.43
01-005-3035	INTERFUND TRANSFER	(400,000.00)	(400,000.00)	(400,000.00)	(400,000.00)	(1,150,000.00)	65.22
01-005-3040	RENEWABLE ENERGY CREDITS	162,250.75	0.00	176,892.85	10,000.00	40,000.00	(342.23)
01-005-3094	GRANTS AND INCENTIVES	0.00	0.00	3,955.00	0.00	0.00	0.00
Total Dept 005 - REVENUES		659,250.39	588,500.00	3,881,524.67	4,131,370.00	12,187,300.00	68.15
Revenues		659,250.39	588,500.00	3,881,524.67	4,131,370.00	12,187,300.00	68.15
Account Category: Expenditures							
Department: 011 O & M - ADMINISTRATION							
01-011-A001	TRUSTEES	4,500.00	4,500.00	9,000.00	9,000.00	18,000.00	50.00
01-011-A002	BOLI	0.00	225.00	0.00	450.00	900.00	100.00
01-011-A003	GENERAL MANAGEMENT	25,494.70	25,342.00	108,851.24	101,368.00	304,100.00	64.21
01-011-A004	FINANCIAL RECORDS	17,195.24	24,983.00	92,157.55	99,932.00	299,800.00	69.26
01-011-A005	ADMINISTRATIVE RECORDS	5,993.99	4,900.00	30,220.30	19,600.00	58,800.00	48.60
01-011-A006	ENGINEERING	0.00	517.00	1,679.26	2,068.00	6,200.00	72.92
01-011-A007	CODE ENFORCEMENT	19,568.53	30,700.00	128,211.51	122,800.00	368,400.00	65.20
01-011-A008	SAFETY ACTIVITIES	3,662.73	5,283.00	19,642.51	21,132.00	63,400.00	69.02
01-011-A030	BUILDING AND GROUNDS	0.00	558.00	0.00	2,232.00	6,700.00	100.00
01-011-B100	ELECTRICITY	139.30	900.00	411.01	3,600.00	9,100.00	95.48
01-011-B101	NATURAL GAS	57.92	200.00	477.24	800.00	3,500.00	86.36
01-011-B102	WATER, GARBAGE AND OTHER UTILITIES	0.00	0.00	153.52	300.00	700.00	78.07
01-011-B110	BANK CHARGES	28.60	400.00	86.40	1,800.00	5,000.00	98.27
01-011-B112	COMMUNICATION	2,416.89	2,400.00	9,081.17	9,600.00	28,500.00	68.14
01-011-B113	EMERGENCY/SAFETY EQUIPMENT	1,082.19	2,500.00	7,680.40	20,000.00	34,500.00	77.74
01-011-B115	EQUIPMENT/EQUIPMENT REPAIR	6,764.57	9,000.00	132,670.91	79,000.00	151,900.00	12.66
01-011-B116	SUPPLIES	423.97	600.00	1,720.78	2,400.00	7,000.00	75.42
01-011-B117	EMPLOYEE/DUTY COSTS	323.68	1,500.00	3,924.40	6,000.00	18,000.00	78.20
01-011-B118	BUILDING AND GROUNDS	1,179.96	5,300.00	19,334.50	36,300.00	72,500.00	73.33
01-011-B119	POSTAGE	17.04	1,000.00	2,029.64	4,000.00	10,500.00	80.67
01-011-B120	PRINTING/PHOTOGRAPHY	402.95	1,000.00	6,976.80	12,500.00	18,000.00	61.24
01-011-B121	USER BILLING MATERIALS	6,854.73	10,000.00	28,897.03	41,000.00	121,000.00	76.12
01-011-B124	CONTRACT SERVICES	56,741.57	34,000.00	125,316.44	120,000.00	341,000.00	63.25
01-011-B137	MEMBERSHIPS/SUBSCRIPTIONS	65.00	0.00	998.40	1,000.00	9,700.00	89.71

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Fund: 01 GENERAL FUND							
Account Category: Expenditures							
Department: 011 O & M - ADMINISTRATION							
01-011-C222	GAS/FUEL	272.49	300.00	685.07	1,200.00	3,200.00	78.59
01-011-C225	OPERATION/REPAIR	21.83	650.00	314.96	1,300.00	2,500.00	87.40
01-011-C226	VEHICLE PURCHASES	0.00	0.00	8.00	30,000.00	30,000.00	99.97
Total Dept 011 - O & M - ADMINISTRATION		153,207.88	166,758.00	730,529.04	749,382.00	1,992,900.00	63.34
Department: 012 O & M - WWTC							
01-012-A006	ENGINEERING	0.00	3,150.00	7,902.40	12,600.00	37,800.00	79.09
01-012-A009	OPERATIONS MANAGEMENT	22,820.63	10,400.00	58,762.66	41,600.00	124,800.00	52.91
01-012-A010	MAINTENANCE - BUDGET	(8,689.54)	61,650.00	0.00	246,600.00	739,800.00	100.00
01-012-A011	MAINTENANCE - WWTC	34,020.36	0.00	154,566.79	0.00	0.00	0.00
01-012-A013	MAINTENANCE - ENERGY RECOVERY	2,471.33	0.00	7,593.55	0.00	0.00	0.00
01-012-A014	MAINTENANCE - ELECTRICAL	8,527.80	0.00	61,332.39	0.00	0.00	0.00
01-012-A020	WWTC - BUDGET	(16,038.02)	57,583.00	0.00	230,332.00	691,000.00	100.00
01-012-A021	WWTC - OPERATIONS	59,731.61	0.00	190,407.92	0.00	0.00	0.00
01-012-A022	WWTC - SLUDGE HANDLING	13,430.41	0.00	69,374.22	0.00	0.00	0.00
01-012-A023	WWTC - ENERGY RECOVERY	0.00	0.00	263.62	0.00	0.00	0.00
01-012-A030	BUILDING AND GROUNDS	0.00	4,192.00	16,703.98	16,768.00	50,300.00	66.79
01-012-B100	ELECTRICITY	10,185.00	20,000.00	26,234.22	69,100.00	206,100.00	87.27
01-012-B101	NATURAL GAS	362.69	400.00	2,129.03	2,600.00	12,000.00	82.26
01-012-B102	WATER, GARBAGE AND OTHER UTILITIES	1,550.99	3,000.00	8,563.00	14,000.00	39,700.00	78.43
01-012-B103	ODOR CONTROL	628.00	400.00	628.00	1,600.00	4,000.00	84.30
01-012-B104	FUEL - GENERATORS	0.00	2,700.00	0.00	5,600.00	11,000.00	100.00
01-012-B112	COMMUNICATION	1,913.27	2,100.00	6,443.31	8,700.00	25,500.00	74.73
01-012-B113	EMERGENCY/SAFETY EQUIPMENT	1,947.89	12,700.00	3,239.95	67,700.00	91,700.00	96.47
01-012-B116	SUPPLIES	2,721.33	2,800.00	5,872.37	11,400.00	33,600.00	82.52
01-012-B117	EMPLOYEE/DUTY COSTS	2,477.35	3,000.00	7,575.18	12,000.00	33,500.00	77.39
01-012-B124	CONTRACT SERVICES	0.00	0.00	205,006.00	205,100.00	205,100.00	0.05
01-012-B130	NPDES PERMIT FEES	0.00	0.00	53,000.00	53,000.00	53,000.00	0.00
01-012-B131	SLUDGE HAULING/DISPOSAL SERVICES	0.00	0.00	0.00	0.00	121,400.00	100.00
01-012-B400	CHEMICALS - BUDGET	0.00	26,000.00	0.00	90,000.00	245,000.00	100.00
01-012-B401	CHEMICALS - DISINFECTION	14,488.71	0.00	28,971.37	0.00	0.00	0.00
01-012-B402	CHEMICALS - SLUDGE DEWATERING	0.00	0.00	16,138.86	0.00	0.00	0.00
01-012-B501	EQPT/EQPT REPAIR - BIOSOLIDS AGING & DIS	488.60	27,000.00	92,046.92	84,300.00	132,300.00	30.43
01-012-B502	EQPT/EQPT REPAIR - DISINFECTION	0.00	2,000.00	0.00	8,000.00	23,600.00	100.00
01-012-B503	EQPT/EQPT REPAIR - EXCESS FLOW	517.76	2,100.00	517.76	32,200.00	48,600.00	98.93
01-012-B504	EQPT/EQPT REPAIR - GRIT REMOVAL	861.02	15,000.00	1,319.56	33,000.00	49,000.00	97.31
01-012-B505	EQPT/EQPT REPAIR - INFLUENT PUMPING	6,042.86	5,000.00	6,311.69	66,000.00	103,800.00	93.92
01-012-B506	EQPT/EQPT REPAIR - PRIMARY TREATMENT	0.00	25,500.00	4,745.65	57,000.00	123,000.00	96.14
01-012-B507	EQPT/EQPT REPAIR - SECONDARY TREATMENT	1,000.00	18,000.00	3,164.74	68,300.00	163,300.00	98.06
01-012-B508	EQPT/EQPT REPAIR - SLUDGE CONCENTRATION	0.00	14,500.00	0.00	41,400.00	45,400.00	100.00
01-012-B509	EQPT/EQPT REPAIR - SLUDGE DEWATERING	3,068.15	2,500.00	4,574.69	10,300.00	30,300.00	84.90
01-012-B510	EQPT/EQPT REPAIR - SLUDGE DIGESTION	2,238.89	63,000.00	47,812.24	183,000.00	299,800.00	84.05
01-012-B511	EQPT/EQPT REPAIR - TERTIARY TREATMENT	1,000.00	50,000.00	1,000.00	80,300.00	178,300.00	99.44
01-012-B512	EQPT/EQPT REPAIR - WWTC GENERAL	1,794.50	5,000.00	13,394.95	25,000.00	62,100.00	78.43
01-012-B513	EQPT/EQPT REPAIR - WWTC UTILITIES	27,373.43	70,000.00	122,115.11	233,000.00	454,100.00	73.11
01-012-B801	BLDG AND GROUNDS - BIOSOLIDS AGING & DIS	0.00	25.00	0.00	3,600.00	3,800.00	100.00
01-012-B802	BLDG AND GROUNDS - DISINFECTION	895.35	200.00	9,070.13	800.00	23,400.00	61.24
01-012-B803	BLDG AND GROUNDS - EXCESS FLOW	0.00	100.00	7,526.01	400.00	1,100.00	(584.18)

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Fund: 01 GENERAL FUND							
Account Category: Expenditures							
Department: 012 O & M - WWTC							
01-012-B804	BLDG AND GROUNDS - GRIT REMOVAL	0.00	600.00	3,811.00	2,600.00	7,400.00	48.50
01-012-B805	BLDG AND GROUNDS - INFLUENT PUMPING	0.00	20,700.00	0.00	42,500.00	63,100.00	100.00
01-012-B807	BLDG AND GROUNDS - SECONDARY TREATMENT	0.00	150.00	375.37	700.00	10,400.00	96.39
01-012-B809	BLDG AND GROUNDS - SLUDGE DEWATERING	0.00	4,600.00	7,131.00	9,600.00	10,700.00	33.36
01-012-B810	BLDG AND GROUNDS - SLUDGE DIGESTION	0.00	2,500.00	4,286.32	4,200.00	10,700.00	59.94
01-012-B811	BLDG AND GROUNDS - TERTIARY TREATMENT	0.00	800.00	4,471.09	3,200.00	25,000.00	82.12
01-012-B812	BLDG AND GROUNDS - WWTC GENERAL	10,004.03	44,000.00	59,959.97	106,100.00	254,100.00	76.40
01-012-B813	BLDG AND GROUNDS - WWTC UTILITIES	0.00	300.00	28.89	1,200.00	3,300.00	99.12
01-012-C222	GAS/FUEL	4,025.68	2,500.00	7,692.90	10,000.00	28,000.00	72.53
01-012-C225	OPERATION/REPAIR	459.63	700.00	2,112.96	2,800.00	7,300.00	71.06
01-012-C226	VEHICLE PURCHASES	0.00	0.00	990.59	77,000.00	77,000.00	98.71
Total Dept 012 - O & M - WWTC		212,319.71	586,850.00	1,335,168.36	2,275,200.00	4,964,200.00	73.10
Department: 013 O & M - LABORATORY							
01-013-A009	OPERATIONS MANAGEMENT	15,024.15	6,633.00	35,215.59	26,532.00	79,600.00	55.76
01-013-A040	LABORATORY - BUDGET	(8,572.21)	19,733.00	0.00	78,932.00	236,800.00	100.00
01-013-A041	LAB - WWTC	12,008.61	0.00	58,742.63	0.00	0.00	0.00
01-013-A042	LAB - PRETREATMENT	1,950.62	0.00	8,674.43	0.00	0.00	0.00
01-013-A043	LAB - SURCHARGE PROGRAM	1,514.10	0.00	4,814.59	0.00	0.00	0.00
01-013-A048	LAB - ENERGY RECOVERY	299.04	0.00	4,000.46	0.00	0.00	0.00
01-013-B112	COMMUNICATION	214.68	400.00	894.10	1,400.00	4,000.00	77.65
01-013-B114	CHEMICALS	1,389.30	6,800.00	7,796.18	27,200.00	81,200.00	90.40
01-013-B115	EQUIPMENT/EQUIPMENT REPAIR	0.00	1,500.00	1,910.24	6,000.00	16,000.00	88.06
01-013-B116	SUPPLIES	2,301.98	3,500.00	5,009.06	12,500.00	31,400.00	84.05
01-013-B117	EMPLOYEE/DUTY COSTS	36.87	500.00	227.38	3,500.00	7,500.00	96.97
01-013-B122	MONITORING EQUIPMENT	1,699.32	1,400.00	3,877.65	2,800.00	5,500.00	29.50
01-013-B123	OUTSIDE LAB SERVICES	963.37	3,500.00	6,655.17	14,000.00	41,600.00	84.00
01-013-B124	CONTRACT SERVICES	0.00	3,800.00	1,859.00	15,200.00	45,000.00	95.87
01-013-C222	GAS/FUEL	69.11	100.00	212.93	400.00	1,000.00	78.71
01-013-C225	OPERATION/REPAIR	15.30	250.00	18.15	500.00	1,000.00	98.19
01-013-C226	VEHICLE PURCHASES	0.00	0.00	0.00	0.00	55,000.00	100.00
Total Dept 013 - O & M - LABORATORY		28,914.24	48,116.00	139,907.56	188,964.00	605,600.00	76.90
Department: 014 O & M - SEWER SYSTEM							
01-014-A006	ENGINEERING	0.00	1,050.00	5,910.53	4,200.00	12,600.00	53.09
01-014-A050	SEWER MAINTENANCE - BUDGET	0.00	27,625.00	0.00	110,500.00	331,500.00	100.00
01-014-A051	SEWER MAINTENANCE	30,870.10	0.00	149,769.39	0.00	0.00	0.00
01-014-A054	SEWER MAINTENANCE - BACKUPS AND HIGH FLO	400.00	0.00	2,800.00	0.00	0.00	0.00
01-014-A060	INSPECTION - BUDGET	0.00	19,083.00	0.00	76,332.00	229,000.00	100.00
01-014-A062	INSPECTION - CONSTRUCTION OF DGSD PROJEC	0.00	0.00	187.86	0.00	0.00	0.00
01-014-A066	INSPECTION - CODE ENFORCEMENT	13,261.47	0.00	69,637.22	0.00	0.00	0.00
01-014-A070	SEWER INVESTIGATIONS - BUDGET	0.00	367.00	0.00	1,468.00	4,400.00	100.00
01-014-B112	COMMUNICATION	1,025.60	1,000.00	3,465.74	4,000.00	12,000.00	71.12
01-014-B113	EMERGENCY/SAFETY EQUIPMENT	383.51	900.00	5,664.59	3,600.00	10,600.00	46.56
01-014-B115	EQUIPMENT/EQUIPMENT REPAIR	5,665.12	9,200.00	33,241.53	89,800.00	163,400.00	79.66
01-014-B116	SUPPLIES	761.62	500.00	1,138.90	2,200.00	6,200.00	81.63
01-014-B117	EMPLOYEE/DUTY COSTS	781.84	1,300.00	1,921.45	5,200.00	15,000.00	87.19
01-014-B124	CONTRACT SERVICES	0.00	0.00	0.00	0.00	125,000.00	100.00
01-014-B127	JULIE SYSTEM	4,031.34	1,400.00	8,062.68	5,600.00	16,500.00	51.14

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Fund: 01 GENERAL FUND							
Account Category: Expenditures							
Department: 014 O & M - SEWER SYSTEM							
01-014-B128	OVERHEAD SEWER/BACKFLOW PREVENTION PROGR	0.00	1,000.00	0.00	7,000.00	15,000.00	100.00
01-014-B129	REIMBURSEMENT PROGRAM/PUBLIC SEWER BLOCK	0.00	1,000.00	2,101.59	4,000.00	12,000.00	82.49
01-014-B900	SEWER SYSTEM REPAIRS - BUDGET	0.00	243,000.00	0.00	517,000.00	2,467,100.00	100.00
01-014-B902	SEWER SYSTEM REPAIRS - REPLACEMENT	0.00	0.00	4,854.70	0.00	0.00	0.00
01-014-B903	SEWER SYSTEM REPAIRS - REHABILITATION	4,882.35	0.00	158,991.03	0.00	0.00	0.00
01-014-B910	SEWER SYSTEM REPAIRS - BSSRAP PROGRAM	86,071.84	0.00	252,978.53	0.00	0.00	0.00
01-014-B913	SEWER SYSTEM REPAIRS - BSSRAP-REPAIR/REP	19.98	0.00	2,871.98	0.00	0.00	0.00
01-014-C222	GAS/FUEL	3,793.67	2,000.00	7,287.02	8,000.00	24,000.00	69.64
01-014-C225	OPERATION/REPAIR	170.68	1,300.00	1,082.42	5,200.00	15,000.00	92.78
Total Dept 014 - O & M - SEWER SYSTEM		152,119.12	310,725.00	711,967.16	844,100.00	3,459,300.00	79.42
Department: 015 O & M - LIFT STATIONS							
01-015-A006	ENGINEERING	0.00	783.00	740.85	3,132.00	9,400.00	92.12
01-015-A009	OPERATIONS MANAGEMENT	0.00	658.00	26.08	2,632.00	7,900.00	99.67
01-015-A030	BUILDING AND GROUNDS	0.00	108.00	0.00	432.00	1,300.00	100.00
01-015-A080	LIFT STATION MAINTENANCE	2,467.88	1,783.00	14,269.57	7,134.00	21,400.00	33.32
01-015-B100	ELECTRICITY	13,301.69	20,000.00	48,516.70	80,000.00	224,800.00	78.42
01-015-B104	FUEL - GENERATORS	1,081.39	1,200.00	2,085.94	2,400.00	4,600.00	54.65
01-015-B112	COMMUNICATION	321.12	800.00	1,242.69	3,600.00	10,000.00	87.57
01-015-B113	EMERGENCY/SAFETY EQUIPMENT	488.16	1,000.00	488.16	2,000.00	3,000.00	83.73
01-015-B116	SUPPLIES	0.00	100.00	0.00	200.00	400.00	100.00
01-015-B124	CONTRACT SERVICES	0.00	1,800.00	0.00	7,200.00	21,500.00	100.00
01-015-B520	EQPT/EQPT REPAIR - BUTTERFIELD	0.00	600.00	0.00	2,500.00	7,300.00	100.00
01-015-B521	EQPT/EQPT REPAIR - CENTEX	374.97	400.00	1,852.63	1,600.00	4,500.00	58.83
01-015-B522	EQPT/EQPT REPAIR - COLLEGE	3,300.00	300.00	3,570.26	1,200.00	3,600.00	0.83
01-015-B523	EQPT/EQPT REPAIR - EARLSTON	0.00	500.00	7,332.48	2,000.00	5,300.00	(38.35)
01-015-B524	EQPT/EQPT REPAIR - HOBSON	1,234.36	18,200.00	7,821.02	62,200.00	126,200.00	93.80
01-015-B525	EQPT/EQPT REPAIR - LIBERTY PARK	0.00	500.00	1,477.67	2,000.00	6,000.00	75.37
01-015-B526	EQPT/EQPT REPAIR - NORTHWEST	0.00	40,000.00	12,818.87	92,700.00	103,900.00	87.66
01-015-B527	EQPT/EQPT REPAIR - VENARD	0.00	1,500.00	1,718.19	6,000.00	17,300.00	90.07
01-015-B528	EQPT/EQPT REPAIR - WROBLE	988.03	1,600.00	7,375.53	6,400.00	18,800.00	60.77
01-015-B529	EQPT/EQPT REPAIR - LIFT STATIONS GENERAL	0.00	5,000.00	0.00	18,000.00	56,800.00	100.00
01-015-B820	BLDG AND GROUNDS - BUTTERFIELD	196.34	0.00	711.27	0.00	0.00	0.00
01-015-B821	BLDG AND GROUNDS - CENTEX	203.89	0.00	718.82	0.00	0.00	0.00
01-015-B823	BLDG AND GROUNDS - EARLSTON	190.79	2,000.00	834.41	22,000.00	22,000.00	96.21
01-015-B824	BLDG AND GROUNDS - HOBSON	218.59	5,000.00	733.52	5,000.00	65,000.00	98.87
01-015-B825	BLDG AND GROUNDS - LIBERTY PARK	213.04	0.00	727.97	0.00	0.00	0.00
01-015-B826	BLDG AND GROUNDS - NORTHWEST	255.39	5,000.00	779.84	5,000.00	25,000.00	96.88
01-015-B827	BLDG AND GROUNDS - VENARD	205.29	0.00	720.22	0.00	0.00	0.00
01-015-B828	BLDG AND GROUNDS - WROBLE	445.02	0.00	959.95	0.00	0.00	0.00
01-015-B829	BLDG AND GROUNDS - LIFT STATIONS GENERAL	0.00	2,800.00	0.00	11,200.00	32,100.00	100.00
Total Dept 015 - O & M - LIFT STATIONS		25,485.95	111,632.00	117,522.64	346,530.00	798,100.00	85.27
Department: 017 O & M - INSURANCE & BENEFITS							
01-017-E452	LIABILITY/PROPERTY	2,881.00	0.00	268,077.00	284,000.00	284,000.00	5.61
01-017-E455	EMPLOYEE GROUP HEALTH	103,550.42	54,600.00	245,693.99	218,400.00	655,000.00	62.49
01-017-E460	IMRF	17,720.24	21,000.00	83,362.89	84,000.00	253,500.00	67.12
01-017-E461	SOCIAL SECURITY	19,648.93	23,150.00	98,528.74	92,600.00	276,500.00	64.37

TREASURER'S REPORT FOR DOWNERS GROVE SANITARY DISTRICT

Balance As of 08/31/2025

GL Number	Description	CURRENT MONTHLY ACTIVITY 08/31/25	CURRENT MONTHLY BUDGET 08/31/25	YTD ACTIVITY 08/31/25	YTD BUDGET 08/31/25	FISCAL 2025-26 ANNUAL BUDGET	% OF ANNUAL BUDGET REMAINING
Fund: 01 GENERAL FUND							
Account Category: Expenditures							
Department: 017 O & M - INSURANCE & BENEFITS							
	Total Dept 017 - O & M - INSURANCE & BENEFITS	143,800.59	98,750.00	695,662.62	679,000.00	1,469,000.00	52.64
	Expenditures	715,847.49	1,322,831.00	3,730,757.38	5,083,176.00	13,289,100.00	71.93
Fund 01 - GENERAL FUND:							
	TOTAL REVENUES	659,250.39	588,500.00	3,881,524.67	4,131,370.00	12,187,300.00	68.15
	TOTAL EXPENDITURES	715,847.49	1,322,831.00	3,730,757.38	5,083,176.00	13,289,100.00	71.93
	NET OF REVENUES & EXPENDITURES:	(56,597.10)	(734,331.00)	150,767.29	(951,806.00)	(1,101,800.00)	

TREASURER'S REPORT FOR DOWNERS GROVE SANITARY DISTRICT

Balance As of 08/31/2025

GL Number	Description	CURRENT MONTHLY ACTIVITY 08/31/25	CURRENT MONTHLY BUDGET 08/31/25	YTD ACTIVITY 08/31/25	YTD BUDGET 08/31/25	FISCAL 2025-26 ANNUAL BUDGET	% OF ANNUAL BUDGET REMAINING
Fund: 02 CAPITAL IMPROVEMENT FUND							
Account Category: Revenues							
Department: 005 REVENUES							
02-005-3007	INTEREST ON INVESTMENTS	3,634.70	1,970.00	14,321.57	7,880.00	23,500.00	39.06
02-005-3010	TRUNK SEWER SERVICE CHARGES	220,332.00	8,500.00	277,943.83	34,000.00	100,000.00	(177.94)
02-005-3035	INTERFUND TRANSFER	400,000.00	400,000.00	400,000.00	400,000.00	750,000.00	46.67
Total Dept 005 - REVENUES		623,966.70	410,470.00	692,265.40	441,880.00	873,500.00	20.75
Revenues		623,966.70	410,470.00	692,265.40	441,880.00	873,500.00	20.75
Account Category: Expenditures							
Department: 030 ARRA - LOAN REPAYMENTS							
02-030-0515	PAYMENT ON LOAN PRINCIPAL	0.00	0.00	0.00	0.00	93,200.00	100.00
Total Dept 030 - ARRA - LOAN REPAYMENTS		0.00	0.00	0.00	0.00	93,200.00	100.00
Department: 041 BUTTERFIELD LIFT STATION UPGRADE							
02-041-0500	PROJECT BUDGET	0.00	20,000.00	0.00	40,000.00	150,000.00	100.00
Total Dept 041 - BUTTERFIELD LIFT STATION UPGRADE		0.00	20,000.00	0.00	40,000.00	150,000.00	100.00
Department: 048 VENARD LIFT STATION UPGRADE							
02-048-0506	CONSTRUCTION CONTRACTS AND PURCHASES	0.00	0.00	15,348.67	0.00	0.00	0.00
Total Dept 048 - VENARD LIFT STATION UPGRADE		0.00	0.00	15,348.67	0.00	0.00	0.00
Department: 049 WROBLE LIFT STATION UPGRADE							
02-049-0500	PROJECT BUDGET	0.00	250,000.00	0.00	503,000.00	565,000.00	100.00
02-049-0504	CONSTRUCTION ADMIN/RESIDENT ENG/ARCH SUP	3,449.65	0.00	5,202.40	0.00	0.00	0.00
Total Dept 049 - WROBLE LIFT STATION UPGRADE		3,449.65	250,000.00	5,202.40	503,000.00	565,000.00	99.08
Department: 074 SEWER - UNSEWERED AREAS							
02-074-0500	PROJECT BUDGET	0.00	0.00	0.00	500.00	500.00	100.00
Total Dept 074 - SEWER - UNSEWERED AREAS		0.00	0.00	0.00	500.00	500.00	100.00
Expenditures		3,449.65	270,000.00	20,551.07	543,500.00	808,700.00	97.46
Fund 02 - CAPITAL IMPROVEMENT FUND:							
TOTAL REVENUES		623,966.70	410,470.00	692,265.40	441,880.00	873,500.00	20.75
TOTAL EXPENDITURES		3,449.65	270,000.00	20,551.07	543,500.00	808,700.00	97.46
NET OF REVENUES & EXPENDITURES:		620,517.05	140,470.00	671,714.33	(101,620.00)	64,800.00	

TREASURER'S REPORT FOR DOWNERS GROVE SANITARY DISTRICT

Balance As of 08/31/2025

GL Number	Description	CURRENT MONTHLY ACTIVITY 08/31/25	CURRENT MONTHLY BUDGET 08/31/25	YTD ACTIVITY 08/31/25	YTD BUDGET 08/31/25	FISCAL 2025-26 ANNUAL BUDGET	% OF ANNUAL BUDGET REMAINING
Fund: 03 CONSTRUCTION FUND							
Account Category: Revenues							
Department: 005 REVENUES							
03-005-3007	INTEREST ON INVESTMENTS	7,240.30	5,050.00	28,524.44	20,300.00	60,700.00	53.01
03-005-3009	SEWER PERMIT FEES	286,486.20	20,900.00	396,117.20	83,600.00	250,000.00	(58.45)
03-005-3035	INTERFUND TRANSFER	0.00	0.00	0.00	0.00	400,000.00	100.00
Total Dept 005 - REVENUES		293,726.50	25,950.00	424,641.64	103,900.00	710,700.00	40.25
Revenues		293,726.50	25,950.00	424,641.64	103,900.00	710,700.00	40.25
Account Category: Expenditures							
Department: 020 WWTC - GAS DETECTION/ALARMING							
03-020-0504	CONSTRUCTION ADMIN/RESIDENT ENG/ARCH SUP	1,595.00	0.00	2,469.29	0.00	0.00	0.00
03-020-0506	CONSTRUCTION CONTRACTS AND PURCHASES	7,300.40	0.00	97,898.40	0.00	0.00	0.00
Total Dept 020 - WWTC - GAS DETECTION/ALARMING		8,895.40	0.00	100,367.69	0.00	0.00	0.00
Department: 022 WWTC - DIGESTER GAS SAFETY EQUIP							
03-022-0500	PROJECT BUDGET	0.00	5,000.00	0.00	5,000.00	370,000.00	100.00
Total Dept 022 - WWTC - DIGESTER GAS SAFETY EQUIP		0.00	5,000.00	0.00	5,000.00	370,000.00	100.00
Department: 025 WWTC - IMPROVEMENTS							
03-025-0500	PROJECT BUDGET	0.00	10,000.00	0.00	10,000.00	130,000.00	100.00
Total Dept 025 - WWTC - IMPROVEMENTS		0.00	10,000.00	0.00	10,000.00	130,000.00	100.00
Department: 026 WWTC - PHOSPHORUS REMOVAL							
03-026-0500	PROJECT BUDGET	0.00	0.00	0.00	0.00	122,000.00	100.00
Total Dept 026 - WWTC - PHOSPHORUS REMOVAL		0.00	0.00	0.00	0.00	122,000.00	100.00
Department: 030 ARRA - LOAN REPAYMENTS							
03-030-0515	PAYMENT ON LOAN PRINCIPAL	0.00	0.00	0.00	0.00	28,900.00	100.00
Total Dept 030 - ARRA - LOAN REPAYMENTS		0.00	0.00	0.00	0.00	28,900.00	100.00
Expenditures		8,895.40	15,000.00	100,367.69	15,000.00	650,900.00	84.58
Fund 03 - CONSTRUCTION FUND:							
TOTAL REVENUES		293,726.50	25,950.00	424,641.64	103,900.00	710,700.00	40.25
TOTAL EXPENDITURES		8,895.40	15,000.00	100,367.69	15,000.00	650,900.00	84.58
NET OF REVENUES & EXPENDITURES:		284,831.10	10,950.00	324,273.95	88,900.00	59,800.00	
Report Totals:							
TOTAL REVENUES - ALL FUNDS		1,576,943.59	1,024,920.00	4,998,431.71	4,677,150.00	13,771,500.00	63.70
TOTAL EXPENDITURES - ALL FUNDS		728,192.54	1,607,831.00	3,851,676.14	5,641,676.00	14,748,700.00	73.88
NET OF REVENUES & EXPENDITURES:		848,751.05	(582,911.00)	1,146,755.57	(964,526.00)	(977,200.00)	

**DOWNERS GROVE SANITARY DISTRICT
TREASURER'S REPORT RECAP FOR MONTH ENDING
8/31/2025**

FUND NUMBER & DESCRIPTION	FUND BALANCE 5/1/2025	RESTRICTED FOR REPLACEMENT 5/1/2025	YTD REVENUE 8/31/2025	YTD EXPENSES 8/31/2025	NET REVENUE/(EXPENSE) THROUGH 8/31/2025	ENDING FUND BALANCE 8/31/2025
FUND 01: GENERAL FUND	\$ 7,352,392.67	\$ 820,000.00	\$ 3,881,524.67	3,730,757.38	\$ 150,767.29	\$ 8,323,159.96
FUND 02: CAPITAL IMPROVEMENT FUND	\$ 1,188,272.30	\$ -	\$ 692,265.40	\$ 20,551.07	\$ 671,714.33	\$ 1,859,986.63
FUND 03: CONSTRUCTION FUND	\$ 2,239,905.33	\$ -	\$ 424,641.64	\$ 100,367.69	\$ 324,273.95	\$ 2,564,179.28
FUND 05: PUBLIC BENEFIT FUND	\$ 37,817.83	\$ -			\$ -	\$ 37,817.83
FUND 71: SEWER EXTENSION ESCROW FUND	\$ 7,527.49	\$ -			\$ -	\$ 7,527.49
	\$ 10,825,915.62	\$ 820,000.00	\$ 4,998,431.71	\$ 3,851,676.14	\$ 1,146,755.57	\$ 12,792,671.19

Silver

AWARD



The National Association of Clean Water Agencies is pleased to recognize

Downers Grove Sanitary District, IL
Wastewater Treatment Center

in recognition of its complete and consistent permit compliance during the calendar year

2024

A handwritten signature in black ink, reading "Adam Krantz", is written over a horizontal line.

NACWA Chief Executive Officer



NPDES
FORM
6100-043



Sewer Overflow and Bypass Event Report [40 CFR 122.41(l)(4), (6), and (7)]

FORM
Approved OMB No.
2040-0004
Expires on
07/31/2026

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2040-0004). Responses to this collection of information are mandatory in accordance with this permit and EPA NPDES regulations (40 CFR 122.41(l)(4),(6), and (7) and 122.41(m)). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The public reporting and recordkeeping burden for this collection of information are estimated to average 1 to 5 hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates and any suggested methods for minimizing respondent burden to the Regulatory Support Division Director, U.S. Environmental Protection Agency (2821T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

EPA may make all the information submitted through this form (including all attachments) available to the public without further notice to you. Do not use this online form to submit personal information (e.g., non-business cell phone number or non-business email address), confidential business information (CBI), or if you intend to assert a CBI claim on any of the submitted information. Pursuant to 40 CFR 2.203(a), EPA is providing you with notice that all CBI claims must be asserted at the time of submission. EPA cannot accommodate a late CBI claim to cover previously submitted information because efforts to protect the information are not administratively practicable since it may already be disclosed to the public. Although we do not foresee a need for persons to assert a claim of CBI based on the types of information requested in this form, if persons wish to assert a CBI claim we direct submitters to contact the NPDES eReporting Help Desk NPDESereporting@epa.gov (mailto:NPDESereporting@epa.gov) for further guidance.

Facility Information

Facility Name: DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER

NPDES ID: IL0028380

Facility Address: 5003 WALNUT AVENUE DOWNERS GROVE, IL 60515

Program Information

Select the type of report you want to submit: Sewer Overflow/Bypass Event Report

Were the sewer overflows or unanticipated bypass events caused by an extreme event (e.g., hurricane that flooded the sewer system) such that the number of sewer overflows cannot be tabulated as they are too numerous to count?

No

Event Information

Please enter the start and end dates of your reporting period. You can use this report to cover one or more related sewer overflow or bypass events.

Reporting Period Start Date: 08/18/2025

Reporting Period End Date: 08/19/2025

Are you submitting this sewer overflow/bypass event report due to a wet-weather event? Yes

Event Information

Please enter one event for each CSO, SSO, or bypass that has occurred for this reporting period.

Event ID: 1

Description: DGSD MH # 2D-001

Reporting Requirement: 5-day reporting for noncompliance that may endanger health or the environment

Event Category: SSO

Please enter the type of structure of the sewer overflow. If other is selected, please enter a description of the other structure.

Type of Structure: Manhole

Collection System ID: 001 - DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER SSCS

Latitude and Longitude: 41.791869°N, 88.016492°W

Did this event reach waters of the United States? Yes

➔ **Receiving Waterbody Name:** Tributary to East Branch of the DuPage River

Is this an ongoing event with an unknown end date/time? No

➔ Please enter the approximate event start and end date.

Same as reporting period start and end date: Yes

Event Start Date: 08/18/2025

Event End Date: 08/19/2025

Please enter the approximate event start and end time.

Event Approximate Start Time:

06:45 pm

Event Approximate End Time:

02:15 am

Duration of Event:

7 hour(s), 30 minute(s)

Please enter the estimated discharge volume in gallons OR the estimated average discharge rate in gallons per hours.

Estimated Discharge Volume (gallons): 4500

Estimated Average Discharge Rate (gallons per hour): 600

Method for Quantifying Discharge: Best Professional Judgement

Event ID: 2

Description: DGSD MH# 1M-050

Reporting Requirement: 5-day reporting for noncompliance that may endanger health or the environment

Event Category: SSO

Please enter the type of structure of the sewer overflow. If other is selected, please enter a description of the other structure.

Type of Structure: Manhole

Collection System ID: 001 - DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER SSCS

Latitude and Longitude: 41.788017°N, 87.986927°W

Did this event reach waters of the United States? Yes

➔ **Receiving Waterbody Name:** Tributary to the East Branch of the DuPage River

Is this an ongoing event with an unknown end date/time? No

➔ Please enter the approximate event start and end date.

Same as reporting period start and end date: Yes

Event Start Date: 08/18/2025

Event End Date: 08/19/2025

Please enter the approximate event start and end time.

Event Approximate Start Time:

07:18 pm

Event Approximate End Time:

02:50 am

Duration of Event:

7 hour(s), 32 minute(s)

Please enter the estimated discharge volume in gallons OR the estimated average discharge rate in gallons per hours.

Estimated Discharge Volume (gallons): 4520

Estimated Average Discharge Rate (gallons per hour): 600

Method for Quantifying Discharge: Best Professional Judgement

Event ID: 3

Description: DGSD MH# 1K-049

Reporting Requirement: 5-day reporting for noncompliance that may endanger health or the environment

Event Category: SSO

Please enter the type of structure of the sewer overflow. If other is selected, please enter a description of the other structure.

Type of Structure: Manhole

Collection System ID: 001 - DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER SSCS

Latitude and Longitude: 41.800539°N, 87.983897°W

Did this event reach waters of the United States? Yes

➤ **Receiving Waterbody Name:** tributary to East Branch of DuPage River

Is this an ongoing event with an unknown end date/time? No

➤ Please enter the approximate event start and end date.

Same as reporting period start and end date: Yes

Event Start Date: 08/18/2025

Event End Date: 08/19/2025

Please enter the approximate event start and end time.

Event Approximate Start Time:

10:42 pm

Event Approximate End Time:

03:15 am

Duration of Event:

4 hour(s), 33 minute(s)

Please enter the estimated discharge volume in gallons OR the estimated average discharge rate in gallons per hours.

Estimated Discharge Volume (gallons): 2730

Estimated Average Discharge Rate (gallons per hour): 600

Method for Quantifying Discharge: Best Professional Judgement

Violation Detection Information

Violation Code	Violation Description	Event ID	Start Date	End Date
R010S	Wet-weather SSO discharge to waters of the U.S. that may "endanger health or the environment"	1	2025-08-18	2025-08-19
R010S	Wet-weather SSO discharge to waters of the U.S. that may "endanger health or the environment"	2	2025-08-18	2025-08-19
R010S	Wet-weather SSO discharge to waters of the U.S. that may "endanger health or the environment"	3	2025-08-18	2025-08-19

Causes

Please enter at least one cause for each event ID entered in the Sewer Overflow/Bypass Event Information section of this report.

1)

Category: Sewer Collection System Problems

Cause: High Levels of Inflow and/or Infiltration

Event IDs:

- 1 - DGSD MH # 2D-001
- 2 - DGSD MH# 1M-050
- 3 - DGSD MH# 1K-049

Corrective Actions

Please enter at least one corrective action for each event ID entered in the Sewer Overflow/Bypass Event Information section of this report.

1)

Category: Short Term Response Actions

Corrective Action: Limit Access to Areas Affected by Sewer Overflow or Bypass (including posting signs)

Event IDs:

- 1 - DGSD MH # 2D-001
- 2 - DGSD MH# 1M-050
- 3 - DGSD MH# 1K-049

2)

Category: Short Term Response Actions

Corrective Action: Site Clean-up (including street sweeping)

Event IDs:

- 1 - DGSD MH # 2D-001
- 2 - DGSD MH# 1M-050
- 3 - DGSD MH# 1K-049

3)

Category: Long Term Corrective Actions

Corrective Action: Implement Inflow and Infiltration Control Program

Event IDs:

- 1 - DGSD MH # 2D-001
- 2 - DGSD MH# 1M-050
- 3 - DGSD MH# 1K-049

Impacts

Please enter at least one impact for each event ID entered in the Sewer Overflow/Bypass Event Information section of this report.

1)

Category: No Potential Impacts Expected

Impact: No Potential Impacts Expected

Event IDs:

- [1 - DGSD MH # 2D-001](#)
- [2 - DGSD MH# 1M-050](#)
- [3 - DGSD MH# 1K-049](#)

Additional Information

Are you required to submit a twenty-four hour notification to the permitting authority for the events included in this report? [Yes](#)

➤ **Twenty-Four Hour Reporting**

Please identify the individual at the permitting authority notified of the event, or if not an individual, how the permitting authority was notified.

Todd Bennett, IEPA Field Operations Section Manager

Date Notified: [08/19/2025](#)

Time Notified: [04:53 pm](#)

Please identify the individual who reported the event to the permitting authority.

Name: [Amy R. Underwood](#)

Please enter any additional information that you would like to provide in the comment box below.

Additional Attachments

Name	Created Date	Size
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Certification Information

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I have no personal knowledge that the information submitted is other than true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. Signing an electronic document on behalf of another person is subject to criminal, civil, administrative, or other lawful action.

Certified By: Amy R. Underwood (ARUNDERWOOD)

Certifier Organization: Downers Grove Sanitary District

Certifier Title:

Certifier Email: aunderwood@dgsd.org

Certified On: 08/20/2025 1:21 PM ET

NeT Report No.: 2

Version No.: 1

Form ID: 23846

GENERAL MANAGER'S REPORT TO EMPLOYEES

August 22, 2025

WWTC Roofing Project – Parking

Please be sure to check the Districtwide Teams channel for updates on parking during the roofing projects that will take place at the plant starting on August 25.

NACWA Award

The Wastewater Treatment Center (WWTC) has been recognized by the National Association of Clean Water Agencies (NACWA) with a Peak Performance Award for its complete and consistent permit compliance during the calendar year 2024. The District received a Silver Award, which is presented to facilities with no more than five permit violations for the entire calendar year. Thank you to District staff for your dedication and hard work which allowed us to achieve this award.

Open House

Planning and assignments for the Open House on October 4 are in the works. We will distribute more information as it becomes available. This year we are highlighting safety. In addition to general safety information, there will be PPE on display as well as a hard hat decorating activity.

As a reminder, employees may not take any vacation leave during the week leading up to Open House and all employees are expected to work at the Open House. We will be hosting an employee luncheon following Open House which will allow employees 2 hours of time to enjoy games, the company of their coworkers, and good food. Please stay tuned for details.

Employee Outerwear

Winter and hi vis clothing will be posted on the employee shop mid-next week. It will be posted on the Districtwide Teams channel when the ordering window is open.

Vacation Leave Balances

As a reminder, employees are only allowed to roll over up to 40 hours of vacation time into the new year unless you have been approved to save additional vacation time in anticipation of planned retirement vacation buy out. If you currently have a balance of more than 40 hours, please work with your supervisor to plan your time so you do not lose that benefit. If you need to know your available balance, they are listed on your paystub, or you can ask Carly Shaw or Michelle Jasso.

Personnel

Please welcome Fabian Ramirez to the District! He started on August 18 as our new Maintenance Mechanic.

An offer has been accepted for the Electrical Technician position. Once the post-offer requirements are complete, we will set the start date.

WWTC Operations Data – July

The DMR for July indicates that the final effluent averaged 1.63 mg/l CBOD, 0.6 mg/l suspended solids and 0.24 mg/l ammonia nitrogen over a daily average flow of 8.94 MGD. There were no permit excursions for the month.

Sewer Permits – July

There were 14 sewer permits issued in July – 3 single family, 2 commercial, 2 repair, and 7 disconnections.

Financial Data – July

In July, the District received \$788,678.04 in the General Fund. Revenues into the General Fund included \$338,076 in user charges, \$45,108 in surcharges and \$302,171 in monthly fees. General fund expenses totaled \$1,200,506. The Improvement Fund had revenues of \$3,625 and expenses of \$16,880. The Construction Fund had revenues of \$7,196 and expenses of \$91,103.

TopHealth

The September edition of TopHealth is enclosed.

Illinois Wastewater Surveillance System

The District continues to participate in the Illinois Wastewater Surveillance System. COVID, RSV and Influenza data from our wastewater treatment center can be found at <https://iwss.illinois.edu/wastewater-treatment-plant/275/>.

Sewer Rehabilitation/Infiltration and Inflow Removal

We are targeting the 2C-025 area in downtown Downers Grove for private property inspections and I/I removal. Regular flow monitoring continues.

Status of Projects

1) SCADA Platform Replacement (Ignition)

Testing of the emergency callout is planned to start next week. This will initially be tested during work hours.

2) WWTC Combustible Gas Detection and Alarm System

The manufacturer and contractor are working on punchlist items. Procedures for employees to follow when the gas detectors are in alarm are being written.

3) SCADA PLC Replacement (Phase 4)

The work is complete. Concentric is preparing as-built drawings for the District's records.

4) Facility Plan

Baxter & Woodman (B&W) presented their work to date on the WWTC portion of facility plan at the August 19 Board meeting. B&W expected to have cost estimates for the recommended projects to the District in October.

B&W also continues to work on the collection system and lift stations portions of the facility plan.

5) Wroble Force Main Replacement

The work is complete.

6) 2025 CIPP Sewer Rehabilitation (Outfall, Warren and Rogers CIPP)

At its August 19 meeting, the Board awarded the project to Hoerr Construction. B&W is working on getting the contract signed.

7) 2025 Painting Services

The painting work is expected to start mid-September. Preliminary work on the bridge of the intermediate clarifier will be done before the painting work starts.

8) 2025 Roofing

Work will start on August 25. District staff expect that the contractor will start in the WWTC and finish with Northwest Lift Station. Work in the WWTC includes the roof over Sand Filters 1 & 2 and the MSB roof. Please be sure to check the Districtwide Teams channel for updates on where to park while the work is being completed.

9) 2025 Sanitary Sewer Televising Services

National Power Rodding Corp. expects to start the work in late September.

IMRF Deductions – Paystub Note

As a reminder, back in July, we had to rename the pension withholdings for both regular and voluntary IMRF contributions to create a file that needs to be uploaded to IMRF to report the wages each month. Anyone who is a Tier 1 will still only see the one deduction for each, just renamed as T1 Pension and Vol Con T1. If you are Tier 2 you will see the T1 Pension and Vol Con T1 for anything that was withheld through pay ending June 21, 2025. Any withholdings since then will be under the T2 Pension and Vol Con T2. For Tier 2 to calculate your YTD amounts you will need to add both together. There was no way to combine these so I do apologize for any confusion this may cause. Starting January 1, 2026, you will only see one category on your paystubs. Please let Carly Shaw know if you have any questions.

Vacation Leave Balances

After our reminder to use vacation balances over 40 hours by the end of this year in the last GM report, it was brought to our attention that some employee vacation balances reported on their paystubs did not match what was in the timekeeping system. For this payroll, we have reconciled those amounts. Both your paystub and UKG (i.e., timekeeping program) should reflect the correct amount. For those employees on the accrual-based vacation leave, we still need to verify those balances for you. These should be up to date by the next payroll if any changes are made. If you see you are accruing any vacation leave but should not be, please let us know. We are fixing these as we find them but if it gets past our review, it would be helpful for employees to inform Michelle Jasso or Carly Shaw. We plan to review the other paid leave balances as well just to be sure there were no issues during our conversion to the new accounting software or in the UKG set up.

Employee Outerwear

As a reminder, if you are part of the employee outerwear reimbursement program, hi vis and winter items have been posted to the employee store. We added 3 types of balaclavas for employees to choose from as well so if you have already placed an order before Wednesday, September 3 you can place another order for that item if you are interested in one. Please have your orders in by September 12, 2025. If you have any issues accessing the store, please reach out to Carly Shaw.

Open House

Assignments for the Open House have been shared with supervisors for review. Once approved, they will be distributed to all employees.

Illinois Wastewater Surveillance System

The District continues to participate in the Illinois Wastewater Surveillance System. COVID, RSV and Influenza data from our wastewater treatment center can be found at <https://iwss.uillinois.edu/wastewater-treatment-plant/275/>.

Sewer Rehabilitation/Infiltration and Inflow Removal

We are targeting the 2C-025 area in downtown Downers Grove for private property inspections and I/I removal. Regular flow monitoring continues.

Status of Projects

1) SCADA Platform Replacement (Ignition)

Emergency callout (alarming) from Ignition was initially tested during work hours. This week, WIN911 was shut down and emergency callout was switched completely to Ignition for full testing.

2) WWTC Combustible Gas Detection and Alarm System

The manufacturer and contractor are working on punchlist items. Procedures for employees to follow when the gas detectors are in alarm are being written.

3) SCADA PLC Replacement (Phase 4)

Concentric is preparing as-built drawings for the District's records.

4) Facility Plan

Baxter & Woodman (B&W) is preparing cost estimates for the recommended WWTC projects and preparing an implementation plan. B&W also continues to work on the collection system and lift stations portions of the facility plan.

5) 2025 CIPP Sewer Rehabilitation (Outfall, Warren and Rogers CIPP)

A preconstruction meeting with Hoerr Construction has been scheduled for September 24. B&W is working on getting the contract signed.

6) 2025 Painting Services

The painting work is expected to start September 15 in the lower bar screen area. Bridge decking removal on Intermediate Clarifier No. 1 will be done before the painting work starts on that clarifier.

7) 2025 Roofing

The work is complete. The manufacturer performed their warranty inspection on Wednesday.

To anyone whose personal vehicle was impacted by the over spray, we apologize and thank you for your patience and understanding while the roofer coordinates to have your vehicle cleaned.

8) 2025 Sanitary Sewer Televising Services

National Power Rodding Corp. expects to start the work in late September.

9) Butterfield Lift Station Replacement

B&W is working on the preliminary design for the Butterfield Lift Station replacement. The inside of the existing wet well was inspected recently, and it was verified to be in good condition and viable to be used as a submersible lift station. A new valve vault will be installed where the existing lift station is located. Due to the limited space on the site, the contractor will have to provide bypass pumping while the new lift station is constructed.

10) Ops Center Server Replacement

Concentric is in the process of replacing the physical server in the Operations Center. The server has been installed in the server rack and connected to the network. The switchover from the old server to the new server is being planned out. This will impact the Lucity and primary SCADA virtual servers, among others. Staff will be informed when the date and time for the switchover are scheduled.

Voluntary Life Insurance

October 1 through November 30 is the open enrollment period for the Voluntary Group Life Plan from the National Conference on Public Employees Retirement Systems (NCPERS). This plan is available only through IMRF's participation in NCPERS and our participation in IMRF. The plan is underwritten by Prudential and administered by Member Benefits. This is not an IMRF plan. If you are already a participant, there is nothing you need to do. If you do not participate in this plan currently, you can reach out to Carly Shaw for the information.

Employee Outerwear

The outerwear order has been submitted to our vendor. We anticipate all items to be received at the District by mid-October. You will be notified once we are ready to distribute the items.

Open House

The draft open house assignments were emailed to employees but are also attached to this report.

Illinois Wastewater Surveillance System

The District continues to participate in the Illinois Wastewater Surveillance System. COVID, RSV and Influenza data from our wastewater treatment center can be found at <https://iwss.uillinois.edu/wastewater-treatment-plant/275/>.

Sewer Rehabilitation/Infiltration and Inflow Removal

We are targeting the 2C-025 area in downtown Downers Grove for private property inspections and I/I removal. Regular flow monitoring continues.

Status of Projects

1) SCADA Platform Replacement (Ignition)

SCADA is completely running on Ignition now. The old SCADA program, iFix, will be kept running in the background for a few weeks before decommissioning.

2) WWTC Combustible Gas Detection and Alarm System

The manufacturer and contractor are working on punchlist items. Procedures for employees to follow when the gas detectors are in alarm are being written.

3) SCADA PLC Replacement (Phase 4)

Concentric is preparing as-built drawings for the District's records.

4) Facility Plan

Baxter & Woodman (B&W) is preparing cost estimates for the recommended WWTC projects and preparing an implementation plan. B&W also continues to work on the collection system and lift stations portions of the facility plan.

5) 2025 CIPP Sewer Rehabilitation (Outfall, Warren and Rogers CIPP)

A preconstruction meeting with Hoerr Construction has been scheduled for September 24. B&W is working on getting the contract signed.

6) 2025 Painting Services

The painting work has started. The painter is working in the lower bar screen area. Bridge decking removal on Intermediate Clarifier No. 1 will be completed today. Work on Secondary Clarifier 8 is expected to start on Tuesday. Intermediate Clarifier No. 1 and Hobson will follow.

7) 2025 Sanitary Sewer Televising Services

National Power Rodding Corp. expects to start the work in late September.

8) Butterfield Lift Station Replacement

The soil borings are scheduled for today.

9) Ops Center Server Replacement

The work is complete.

Future-Ready Utilities Start Here

Advocacy, Connection & Empowerment

President's Note

Thank you for the opportunity to serve as NACWA's President this year!

At a time of enormous change in federal environmental policy, our Association is uniquely positioned to help utilities navigate challenges and seize opportunities. NACWA's bipartisan advocacy and bold communications efforts ensure that the clean water sector's voice is heard, and together we will shape a strong future for our communities nationwide.

William J. "Mickey" Conway
Chief Executive Officer
Metro Water Recovery, Denver, CO



The Power of Engagement

NACWA's growing suite of virtual and in-person events, committee meetings, and online forum discussions provided unmatched opportunities for peer-to-peer connection and collaboration on shared clean water challenges and best practice solutions.

44

Total number of in-person and virtual events

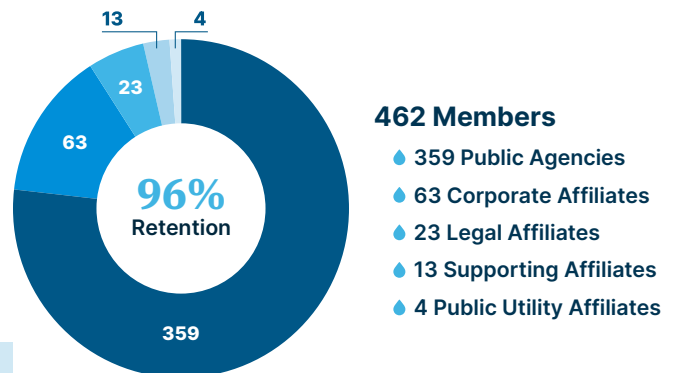
3k+

Attendees, with 15% being first-time participants

1k+

Engaged members participating in committees and task forces

The Power of Our Network



- **27** New members, 18 Public Agencies, 7 Corporate Affiliates, and 2 Legal Affiliates added to our advocacy efforts
- **7500** Clean water professionals at 462 Member Organizations receiving communications and engaging with Association resources
- **130+ Million** People who are served 24 hours a day/7 days a week/365 days a year by our members

Amplifying Member Achievements

NACWA Award Programs nationally recognize our members' innovations and accomplishments in environmental compliance, sustainability, and community leadership. They shine a spotlight on the positive impact utilities have on the environment and their customers' lives.

This year:

- **50** National Environmental Achievement Awards were given in 9 categories
- **177** Treatment Facilities were recognized for perfect NPDES Compliance for 5 to 36 consecutive years
- **512** Treatment facilities at 199 Member Agencies earned Peak Performance honors

Read the Full Report

Use your phone to scan the QR code or visit nacwareport.org



Future-Ready Utilities Start Here

Advocacy, Connection & Empowerment

With unparalleled relationships across Congress, U.S. EPA, and key stakeholders, NACWA advocacy ensures the utility voice has a direct impact on federal policy. NACWA is dedicated to ensuring federal regulatory, legal, and legislative decisions are based on sound science, smart engineering, and rational economic considerations.



NACWA At Work & United in Action: Our Collective Advocacy

Advancing Federal Investment in Clean Water

- Defended federal funding for clean water amid historic proposed cuts, testifying on the importance of the SRFs and WIFIA.
- Reacted quickly to member concerns on funding delays and shifting administration directives.
- Promoted success stories and built bipartisan support for strong federal investment in water infrastructure.

Driving Change in Law and Policy

- Secured a Supreme Court victory limiting vague permit provisions that threatened critical infrastructure investments.
- Intervened in PFAS litigation to ensure utilities' voices were represented and protected.
- Partnered with agricultural allies to defend "passive receivers" from liability under CERCLA.

Committed to Telling Your Story

- Created BiosolidsExplained.org, a fact-based resource for utilities to communicate with confidence.
- Increased clean water visibility with 30+ media placements positioning clean water issues more prominently in public discourse.
- Launched a bold national communications initiative focused on reshaping how the clean water sector is perceived and how it tells its story.

Charting the Course with a New Administration

- Engaged early with the Trump Administration and new EPA leadership, engaging with Administrator Lee Zeldin and water office nominee Jessica Kramer to advance clean water priorities.
- Worked diligently to be a trusted, knowledgeable and non-partisan source of information proactively educating members of Congress and their staff on clean water issues.
- Strengthened bipartisan relationships in Congress, testifying on funding issues and engaging key committees on PFAS, infrastructure, and investment.

Advocating for Science-Based Policy

- Championed a "polluter pays" approach on PFAS, securing Congressional action and shaping EPA's draft risk assessment to affirm no public or food supply risk from biosolids land application.
- Equipped members with resources, launched BiosolidsExplained.org, and advanced legal and legislative protections to shield utilities from unfair CERCLA liability.



As a leader in clean water policy, we stand ready to support you and ensure your voice is heard in these complex times.

Read the full Report at nacwareport.org