

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, October 15, 2019, convening at 7:00 p.m. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were President Wallace D. Van Buren, Trustee Amy E. Sejnost, and Trustee Paul W. Coultrap, General Manager Nicholas J. Menninga, Assistant General Manager Amy R. Underwood, Administrative Supervisor W. Clay Campbell, Information Coordinator Alyssa J. Caballero and Attorney Michael G. Philipp.

Minutes of Regular Meeting – September 17, 2019

A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the minutes of the regular meeting held on September 17, 2019 as presented and authorizing the President and Clerk to sign same. The motion carried.

Change Order - 2019 Paving Contract

A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving Change Order 1, (Final), to the 2019 Paving Contract with Schroeder Asphalt Services Inc., for a net increase in contract cost of \$8,593.55 as presented and authorizing the General Manager to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Claim Ordinance No. 1882

A motion was made by Trustee Sejnost seconded by Trustee Coultrap adopting Claim Ordinance No. 1882 in the total amount of \$1,087,734.48 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Public Comment – None

Old Business – None

New Business:

Open House Summary

Administrative Supervisor Campbell presented a summary of the 30th annual Open House held on October 5. A total of 232 people attended and 16 tours were given to 197 people.

Electric Supply Procurement for 2020

Assistant General Manager Underwood presented the results of a Request for Proposals from electric suppliers sent out on September 27. The results were utilized for selecting the District's electricity supplier starting in November 2019 through November 2020. The District received nine proposals from suppliers. The proposal from Hudson Energy Services LLC, featuring day-ahead LMP pricing and rolling all other supply costs into a single per kilowatt-hour adder rate of \$0.00195, is expected to have the lowest cost, assuming no major changes in electricity usage in the coming year. She recommended the District accept the offer from Hudson Energy Services LLC for the supply of electricity in accordance with their proposal. A motion by Trustee Sejnost seconded by Trustee

Coultrap was made to accept the pricing offer from Hudson Energy Services LLC for the supply of electricity for the period from November 2019 to November 2020, and to authorize the General Manager to sign the associated electric supply agreement. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Planned Retirement Preparation Approval

Administrative Supervisor Campbell presented a memo identifying General Manager Nick Menninga’s anticipated retirement from the District, the related additional payouts to him anticipated under the District’s vacation leave payout policy contained in the Employee Policy Manual, and compliance with new statutory requirements under Public Act 99-0646 (the Illinois Local Government Wage Increase Transparency Act). In compliance with Public Act 99-0646 (the Illinois Local Government Wage Increase Transparency Act), a motion was made by Trustee Sejnost seconded by Trustee Coultrap to permit additional wage payments to Nick Menninga spreading 100 hours of vacation over the first 3 of his last 6 months of employment, consistent with the District’s Employee Policy Manual, in the amount of \$8,555.94, in anticipation of his announced retirement date of April 15, 2020, increasing his retirement monthly pension amount by \$47.70, and increasing the cost of his pension annuity and DGSD’s pension cost by \$7,720.09. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Annexation Ordinance AO 2019-05, 40003 Venard Road, Downers Grove

Annexation Ordinance No. AO 2019-05 for the annexation of one lot located at 4003 Venard Road, Downers Grove was identified in Sewer Construction Supervisor Ted Cherwak’s written report. A motion was made by Trustee Coultrap seconded by Trustee Sejnost accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2019-05 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Annexation Ordinance AO 2019-06, 5705 Fairview Avenue, Downers Grove

Annexation Ordinance No. AO 2019-06 for the annexation of one lot located at 5705 Fairview Avenue, Downers Grove was identified in Sewer Construction Supervisor Ted Cherwak’s written report. A motion was made by Trustee Sejnost seconded by Trustee Coultrap accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2019-06 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Other New Business

Trustee Van Buren noted the tour U.S. Representative Sean Casten took of the treatment plant with General Manager Menninga and Assistant General Manager Underwood. He commended Laboratory Supervisor Berry and Assistant General Manager Underwood on their work characterizing PAOs in the laboratory. He inquired about the net-zero grant from the Illinois Clean Energy Community Foundation and related electricity usage. He commended Electrician Rolf Flechsig and Maintenance Supervisor Barta for their work to replace the VFD at Wroble Lift Station that resulted in significant savings for the District, noted in Maintenance Supervisor Barta’s monthly report. He congratulated Bob Swirsky on his 20 years with the District, Mike Hayward for 20 years and Chuck Preen for 35 years.

Trustee Coultrap commended General Manager Menninga for the orientation and informational

reporting provided to Trustees. He commended District staff for their work on the annual open house. He noted the tour U.S. Representative Sean Casten took of the treatment plant with General Manager Menninga and Assistant General Manager Underwood. He congratulated Bob Swirsky on his 20 years with the District, Mike Hayward for 20 years and Chuck Preen for 35 years.

Trustee Sejnost congratulated Bob Swirsky on his 20 years with the District, Mike Hayward for 20 years and Chuck Preen for 35 years. She commended District staff for their work on the annual open house. She noted the numerous important meetings General Manager Menninga and Assistant General Manager Underwood attended on behalf of the District. She commended electrician Rolf Flechsig and Maintenance Supervisor Barta for their work to replace the VFD at Wroble Lift Station that resulted in significant savings for the District, noted in Maintenance Supervisor Barta's monthly report. She noted the installation of the Phosphax unit used to analyze phosphorus concentrations in aeration tanks 8 and 9. She commended Chuck Preen for his work to replace a fan in the lab that resulted in a significant savings for the District. She stated that she was very appreciative of the letter received from Hugh Williams, a former District Trustee, in response to his open house invitation.

A motion was made by Trustee Sejnost seconded by Trustee Coultrap to adjourn the regular meeting at 7:46 p.m. The motion carried.

Approved: November 19, 2019

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

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