

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, October 27, 2020, 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, Trustee Paul W. Coultrap, General Manager Amy R. Underwood, Administrative Supervisor W. Clay Campbell, Staff Engineer Alex M. Bielawa and Attorney Michael G. Philipp.

Minutes of Regular Meeting – September 15, 2020

A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the minutes of the regular meeting held on September 15, 2020, as amended, and authorizing the President and Clerk to sign same. The motion carried.

Minutes of Special Meeting – October 13, 2020

A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the minutes of the special meeting held on October 13, 2020 as presented and authorizing the President and Clerk to sign same. The motion carried.

Approval of WWTC WAS Thickener Contract Change Order No. 1

General Manager Underwood presented a memo recommending to the Board of Trustees approval of a change order for the District's WAS Thickener Contract for a net decrease in the amount of \$11,020.00 for miscellaneous changes to the work. Approval of Change Order No. 1 would bring the total contract amount to \$576,680.00. A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the WWTC WAS Thickener Contract Change Order No. 1 for a net decrease in the amount of \$11,020.00. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Claim Ordinance No. 1894

A motion was made by Trustee Sejnost seconded by Trustee Coultrap adopting Claim Ordinance No. 1894 in the total amount of \$1,200,290.86 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:

Staff discussed the process related to change orders on construction projects and how the Board would like those to be provided in the future. As well, staff and the Board determined they would like to proceed in soliciting another three-year proposal from Lauterbach & Amen, LLP for performing auditing services. Finally, General Manager Underwood indicated that two specific

employees were being provided with performance awards from the District in recognition of their efforts going above and beyond in their roles during the current COVID-19 pandemic to preserve the District's ability to keep its employees and the public safe while still providing consistent public service.

Other New Business

Trustee Van Buren noted that the District continues to be looking to fill its Sewer System Permit Technician position as Kim Giardini has shifted back to the Administrative Assistant position. He commended Maintenance Supervisor Barta on his work to affordably replace a Motor Control Center for the Earlston Lift Station. He was pleased that the Sherman Street Sanitary Sewer Replacement Project was complete even though the contractor had encountered issues with a water main during construction. He acknowledged the District was continuing to make headway with the replacement of CHP engine #1 and finally noted the DuPage River Salt Creek Workgroup's recent success with approval of the proposed Graue Mill dam removal project.

Trustee Coultrap also commended Staff for coming in under-budget on the WAS Thickener project at the WWTC. He inquired about the types of safety hazards that are identified when Safety Coordinator Gwozdz files or reviews the District's Near Miss Reporting Forms. He asked Staff to review the analysis and decision behind complying with the SmartProcure FOIA request that the District received. Finally, he wanted to specifically recognize the four employees that were having employment anniversaries with the District.

Trustee Sejnost also wanted to specifically recognize the four employees that were having employment anniversaries with the District. She congratulated Todd Freer on his recent promotion to the Lead Sewer System Engineering Technician position. She was glad to see the progress on the CHP #1 replacement. She also commended Maintenance Supervisor Barta's cost savings achieved with the replacement of the Earlston Lift Station Motor Control Center. She inquired further about the replacement of a pump at Hobson Lift Station by Rainbow Electric and noted that she was glad to see that the District was holding the payment until the work was done correctly. Finally, she noted that she attended the IAWA Annual Conference for 2020 held virtually on September 16 and 17 and that it shared a good amount of useful information.

A motion was made by Trustee Coultrap seconded by Trustee Sejnost to adjourn the regular meeting at 7:45 p.m. The motion carried.

Approved: November 17, 2020

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

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