

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, November 17, 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, General Manager Amy R. Underwood, Administrative Supervisor W. Clay Campbell, Safety Coordinator Jessie Gwozdz and Attorney Michael G. Philipp. Trustee Paul W. Coultrap was not physically present but did attend the meeting by electronic means (both audio and video) using Zoom. Information Coordinator Alyssa J. Caballero attended virtually as staff. Staff Engineer Alex M. Bielawa attended virtually as a member of the public.

A motion by Trustee Van Buren seconded by Trustee Sejnost was made allowing Trustee Coultrap to attend the meeting by a means other than physical presence due to Trustee Coultrap 's personal illness. The motion carried. (Votes recorded: Ayes–Van Buren and Sejnost.)

Minutes of Regular Meeting – October 27, 2020

A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the minutes of the regular meeting held on October 27, 2020, and authorizing the President and Clerk to sign same. The motion carried.

Approval of 1K-028 Basin Rehabilitation Phase 2 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 1K-028 Basin Rehabilitation - Phase 2 Contract with Uno Construction Co., Inc. for a net decrease in contract cost of \$1,371.50. Approval of Change Order No. 1 would bring the total contract amount to \$1,303,153.50. A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the 1K-028 Basin Rehabilitation - Phase 2 Contract Change Order No. 1 for a net decrease in the amount of \$1,371.50. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Claim Ordinance No. 1895

A motion was made by Trustee Coultrap seconded by Trustee Sejnost adopting Claim Ordinance No. 1895 in the total amount of \$1,304,580.41 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

Safety Report

Safety Coordinator Jessie Gwozdz presented an operations report reviewing the District's safety

efforts including safety committee meetings, hazard identification and elimination, employee training and other safety initiatives that are a combined effort at improving the safety culture and risk management priorities at the District.

Other New Business

Trustee Coultrap commended Safety Coordinator Jessie Gwozdz for her safety presentation. He welcomed back Information Coordinator Alyssa Caballero after returning from maternity leave. He also congratulated Stephanie Cioni for completing training in the laboratory. Trustee Coultrap inquired about staff travel restrictions regarding COVID-19. Lastly, he wished everyone a Happy Thanksgiving.

Trustee Sejnost also welcomed back Information Coordinator Caballero and commended Safety Coordinator Gwozdz for her presentation. She inquired about the grease receiving station power cord replacement noted in Maintenance Supervisor Barta's monthly report. She also commented on the progress of the CHP #1 replacement and the Hobson Lift Station pump repairs noted in Maintenance Supervisor Barta's monthly report. Trustee Sejnost thanked Staff Engineer Bielawa for his monthly report. Lastly, she wished for employees to stay safe and healthy during the upcoming holiday season.

Trustee Van Buren inquired about the current status of past due charges and the associated penalties for District customers. He also commented on the progress of the CHP #1 replacement, the new fence replacement at Wroble Lift Station, and the completion of the Hobson Lift Station pump repairs noted in Maintenance Supervisor Barta's monthly report. Trustee Van Buren inquired about the new lawnmower purchase noted in Maintenance Supervisor Barta's monthly report. He also thanked Staff Engineer Alex Bielawa for his monthly report. Lastly, he thanked General Manager Underwood for her letter to staff regarding the Illinois Department of Public Health's new COVID-19 guidelines and thanked staff for all their work during the COVID-19 pandemic.

General Manager Underwood asked the Board for their input on future board meeting procedures in relation to the COVID-19 pandemic.

A motion was made by Trustee Coultrap seconded by Trustee Sejnost to adjourn the regular meeting at 7:42 p.m. The motion carried.

Approved: December 15, 2020

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

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