

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, November 19, 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 – October 15, 2019

A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the minutes of the regular meeting held on October 15, 2019 as presented and authorizing the President and Clerk to sign same. The motion carried.

Minutes of Special Meeting – October 28, 2019

A motion was made by Trustee Sejnost seconded by Trustee Coultrap approving the minutes of the special meeting held on October 28, 2019 as presented and authorizing the President and Clerk to sign same. The motion carried.

Claim Ordinance No. 1883

A motion was made by Trustee Sejnost seconded by Trustee Coultrap adopting Claim Ordinance No. 1883 in the total amount of \$669,056.39 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:

Certificate of Deposit – Lisle Savings Bank

Administrative Supervisor Campbell reviewed staff's purchase of a twelve-month Certificate of Deposit (CD) with Lisle Savings Bank on November 7, 2019 in the amount of \$249,000 with an interest rate of 1.99 percent. The District also has a money market account with Lisle Savings Bank holding \$1,000. This still offers the District flexibility to move money from a CD into the money market account in the future upon maturity. The CD and money market account are cumulatively FDIC insured to \$250,000. A motion was made by Trustee Coultrap seconded by Trustee Sejnost ratifying the actions of staff on behalf of the District to purchase a CD in the amount of \$249,000 with Lisle Savings Bank at an interest rate of 1.99 percent and for a term of 12 months. The motion carried. (Votes recorded: Ayes-Van Buren, Sejnost and Coultrap.)

Certificate of Deposit - CIT Bank

Administrative Supervisor Campbell reviewed staff's purchase of a fourteen-month Certificate of Deposit (CD) with CIT Bank on November 9, 2019 in the amount of \$245,000 with an interest

rate of 1.70 percent. The District also has a money market account with CIT Bank holding \$5,000 and accruing interest at the rate of .45 percent. This still offers the District flexibility to move money from a CD into the money market account in the future upon maturity. The CD and money market account are cumulatively FDIC insured to \$250,000. A motion was made by Trustee Coultrap seconded by Trustee Sejnost ratifying the actions of staff on behalf of the District to purchase a CD in the amount of \$245,000 with CIT Bank at an interest rate of 1.70 percent and for a term of 14 months. The motion carried. (Votes recorded: Ayes-Van Buren, Sejnost and Coultrap.)

Certificate of Deposit - TriState Capital Bank

Administrative Supervisor Campbell reviewed staff's purchase of a five-month Certificate of Deposit (CD) with TriState Capital Bank on November 9, 2019 in the amount of \$249,990 with an interest rate of 1.80 percent. The District also has a money market account with TriState Capital Bank holding \$10 and accruing interest at the rate of .25 percent. This still offers the District flexibility to move money from a CD into the money market account in the future upon maturity. The CD and money market account are cumulatively FDIC insured to \$250,000. A motion was made by Trustee Coultrap seconded by Trustee Sejnost ratifying the actions of staff on behalf of the District to purchase a CD in the amount of \$249,990 with TriState Capital Bank at an interest rate of 1.80 percent and for a term of 5 months. The motion carried. (Votes recorded: Ayes-Van Buren, Sejnost and Coultrap.)

Planned Retirement Preparation Approval

Administrative Supervisor Campbell presented a memo identifying Sewer Construction Supervisor Ted Cherwak'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 Ted Cherwak spreading 200 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 \$10,347.84, in anticipation of his announced retirement date of June 30, 2020, increasing his retirement monthly pension amount by \$161.68, and increasing the cost of his pension annuity and DGSD's pension cost by \$27,223.72. The motion carried. (Votes recorded: Ayes-Van Buren, Sejnost and Coultrap.)

Other New Business

Trustee Van Buren inquired about operational status of both of the District's Combined Heat and Power engines. He inquired about the repairs to Wroble Lift Station as noted in Maintenance Supervisor Barta's monthly report and the progress of the reconstruction of the Westmont alley sewer to correct sags in the line. He congratulated Chuck Preen for his new position as Building and Grounds Technician and Nick Whitefleet for his promotion to Lead Mechanic. He also congratulated Kim Giardini for her 10 years of service with the District. He thanked Assistant General Manager Underwood for her work regarding the IEPA notification letters related to recent manhole overflows. Lastly, Trustee Van Buren congratulated Ted Cherwak on his planned retirement.

Trustee Coultrap also congratulated Ted Cherwak on his planned retirement. He thanked Clay Campbell and Jessie Gwozdz for their continued work on safety committee meetings and safety

initiatives. He also inquired about the billing issue in October due to the mail processing delay as noted in Administrative Supervisor's Campbell monthly report. He also congratulated Chuck Preen for his new position as Building and Grounds Technician and Nick Whitefleet for his promotion to Lead Mechanic. He also congratulated Kim Giardini for her 10 years of service with the District. Lastly, Trustee Coultrap inquired about District actions following manhole overflows in general.

Trustee Sejnost congratulated Chuck Preen for his new position as Building and Grounds Technician and Nick Whitefleet for his promotion to Lead Mechanic as well. She also congratulated Ted Cherwak on his planned retirement and congratulated Kim Giardini for her 10 years of service with the District.

A motion was made by Trustee Coultrap seconded by Trustee Sejnost to adjourn the regular meeting at 7:37 p.m. The motion carried.

Approved: December 17, 2019

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

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