

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, December 15, 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, General Manager Amy R. Underwood and Administrative Supervisor W. Clay Campbell. Trustees Amy E. Sejnost and Paul W. Coultrap were not physically present but did attend the meeting by electronic means (both audio and video) using Zoom. Attorney for the District Michael G. Philipp and Information Coordinator Alyssa J. Caballero also attended virtually as staff. Staff Engineer Alex M. Bielawa and Laboratory Supervisor Reese Berry attended virtually as members of the public. Mark Eddington, President of the Central States Water Environment Association also attended virtually as a presenter for one of the agenda items. Lab Analyst Stephanie Cioni attended virtually also for one of the agenda items.

Determination to Hold Meeting Virtually

In accordance with Illinois Senate Bill 2135, signed into law by Governor Pritzker on June 12, 2020, Trustee Van Buren, as President of the District's Board of Trustees has determined the following: (1) that due to the Governor issuing a disaster declaration related to public health concerns and all or part of the District's jurisdiction is covered by the disaster area; and (2) that an in-person meeting is not practical or prudent because of the disaster. As a result, this regular Downers Grove Sanitary District Board of Trustees meeting shall be held virtually and in doing so shall comply with all other Open Meetings Act provisions referenced in Illinois Senate Bill 2135.

CSWEA Young Professional Award – Illinois

Mark Eddington, President of the Central States Water Environment Association (CSWEA), presented the CSWEA Young Professional Award to one of the District's laboratory analysts, Stephanie Cioni.

Minutes of Regular Meeting – November 17, 2020

A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the minutes of the regular meeting held on November 17, 2020, and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Change Order No.1 for 2020 Televising

General Manager Underwood presented a memo recommending to the Board of Trustees approval of a change order for the District's 2020 Televising Contract with SEWERTECH, LLC. for a net decrease in contract cost of \$3,615.00. Approval of Change Order No. 1 would bring the total contract amount to \$80,807.50. A motion was made by Trustee Sejnost seconded by Trustee Coultrap approving the Televising Contract Change Order No. 1 for a net decrease in the amount of \$3,615.00 and for the General Manager to sign the same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Claim Ordinance No. 1896

A motion was made by Trustee Coultrap seconded by Trustee Sejnost adopting Claim Ordinance No. 1896 in the total amount of \$703,853.45 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

Financial Auditing Services Agreement

Administrative Supervisor Campbell presented a proposal and engagement letter from Lauterbach & Amen, LLP, who has performed the District's audit for the last six fiscal years, to provide audit services for the next three fiscal years for the District. A motion was made by Trustee Sejnost seconded by Trustee Coultrap to sign an engagement agreement with Lauterbach & Amen, LLP to perform the District's annual audit for Fiscal Years 2020-21, 2021-22 and 2022-23 in the corresponding amounts of \$14,300, \$14,600, and \$14,900 as presented and authorizing the President and Clerk to execute the agreement. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Schedule of 2021 Regular Meetings for Board of Trustees

Administrative Supervisor Campbell presented the Schedule of Regular Meetings for Calendar Year 2021. The approved schedule will be provided to the local papers and posted on the District's website. A motion was made by Trustee Sejnost seconded by Trustee Coultrap approving the Schedule of Regular Meetings for Calendar Year 2021 as presented and directing staff to proceed with providing notice in accordance with the Open Meetings Act. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Other New Business

Trustee Van Buren inquired about the current status of the Sewer System Permit Technician job opening and the current status of collections on delinquent user accounts related to the current COVID-19 pandemic. He also noted the progress on the control panel replacement at two excess flow clarifiers and the natural gas line replacement near the microstrainer building, both noted in Maintenance Supervisor Barta's monthly report. Trustee Van Buren thanked employees for their work during the COVID-19 pandemic. Lastly, he wished District employees a Merry Christmas and Happy New Year.

Trustee Sejnost congratulated Stephanie Cioni on receiving the CSWEA Young Professional Award. She inquired about the COVID-19 wastewater surveillance testing program that the District has recently applied to. She also inquired about the biosolids distribution program hauling for November and the current status of obtaining the dental amalgam rule forms, both noted in Lab Supervisor Berry's monthly report. She noted the industrial sampling was completed and the data

collected was well under each permitted users limits, also noted in Lab Supervisor Berry's monthly report. Trustee Sejnost thanked employees for their work and staying safe during the COVID-19 pandemic. Lastly, she wished everyone a safe and festive holiday season.

Trustee Coultrap also congratulated Stephanie Cioni on receiving the CSWEA Young Professional Award. He noted he was happy to see that employees were receiving an Amazon gift card in lieu of the District's annual employee holiday party. He also inquired about whether the District has had any COVID-19 cases or employees that had to quarantine and whether the COVID sick leave was going to be extended into 2021. Lastly, Trustee Coultrap wished employees a Merry Christmas and Happy New Year.

A motion was made by Trustee Coultrap seconded by Trustee Sejnost to adjourn the regular meeting at 7:35 p.m. The motion carried. (Votes recorded: Ayes—Van Buren, Sejnost and Coultrap.)

Approved: January 19, 2021

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

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