

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, December 16, 2025, convening at 5:00 p.m. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were Trustees Amy E. Sejnost, Jeremy M. Wang, and Mark Eddington, General Manager Amy R. Underwood, Administrative Supervisor Carly S. Shaw, Sewer Construction Supervisor Keith W. Shaffner, Sewer System Maintenance Supervisor Todd M. Freer, Information Coordinator Alyssa J. Caballero and Attorney Dan McCormick. Also present were Shane Firsching, Derek Wold and Amanda Streicher from Baxter & Woodman. Board of Local Improvements President Kenneth Rathje arrived at 6:10 p.m. and left at 6:38 p.m. BOLI member Robert Jungwirth arrived at 6:25 p.m. and left at 6:38 p.m.

Minutes of Regular Meeting – November 18, 2025

A motion was made by Trustee Eddington seconded by Trustee Wang approving the minutes of the regular meeting held on November 18, 2025 and authorizing the President and Clerk to sign same. The motion carried.

Claim Ordinance No. 1956

A motion was made by Trustee Wang seconded by Trustee Eddington adopting Claim Ordinance No. 1956 in the total amount of \$742,370.16 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Sejnost, Wang, and Eddington.) A motion was made by Trustee Eddington seconded by Trustee Wang to approve manual payment to Constellation NewEnergy. The invoices will appear on the January Claim Ordinance for approval by the Board. (Votes recorded: Ayes-Sejnost, Wang, and Eddington)

Public Comment - None

New Business

Employee Policy Manual Revisions

Administrative Supervisor Shaw presented proposed modifications to Section 2.13 Pregnancy and Lactation Accommodation, Section 2.19 Deferred Compensation Plan, Section 3.6 Pay Periods, and the addition of Section 2.15 The Family Neonatal Intensive Care Leave Act (NICLA) of the Employee Policy Manual, indicating that the proposed modifications had been reviewed by the District's labor attorney. A motion was made by Trustee Eddington seconded by Trustee Wang to approve the revisions to sections 2.13, 2.19 and 3.6, and the addition of 2.15 of the Employee Policy Manual. The motion carried. (Votes Recorded: Ayes-Sejnost, Wang, and Eddington.)

Facility Plan Update

Shane Firsching from Baxter & Woodman gave a presentation to the Board on the lift station and collections system improvements which will be recommended in the facility plan.

Recess for Board of Local Improvements Meeting

A motion was made by Trustee Eddington seconded by Trustee Wang to recess the regular meeting and convene the Board of Local Improvements meeting at 6:30 p.m. The motion carried.

A motion was made by Trustee Wang seconded by Trustee Eddington to reconvene the regular meeting at 6:43 p.m. The motion carried.

Facility Plan Update (cont'd)

General Manager Underwood discussed with the Board scheduling a special meeting for a presentation from Baxter & Woodman on the costs and phased implementation plan for the facility plan. They agreed to meet Monday, January 26 at 5 p.m.

Questions and Comments

Trustee Wang thanked Shane and Baxter & Woodman for the presentation on the lift station and collections system improvements. He noted the water leak seal fix in the monthly maintenance report and that CHP 1 remained off during November and CHP 2 is operating well. He inquired about the rate of electricity. Trustee Wang congratulated Jessie Gwozdz for obtaining OSHA's Safety and Health Fundamentals certificate. He noted the industrial permitted users were sampled in November and all users except Lovejoy, LLC had acceptable results. He wished everyone a Merry Christmas and Happy Holidays.

Trustee Eddington inquired about the recent cyber-attack on Administrative Supervisor Shaw's email. He asked for an update on the turbo blower purchase. He also congratulated Jessie Gwozdz for obtaining OSHA's Safety and Health Fundamentals certificate. Trustee Eddington thanked staff for the recent holiday luncheon. He thanked Baxter & Woodman for the presentation on the lift station and collections system improvements. Lastly, he wished everyone a Happy Holidays.

Trustee Sejnost also congratulated Jessie Gwozdz for obtaining OSHA's Safety and Health Fundamentals certificate. She also thanked Baxter & Woodman for the presentation on the lift station and collections system improvements. She expressed her appreciation for General Manager Underwood's continued involvement with different organizations. She inquired about any updates for CHP 1. Trustee Sejnost also noted the industrial permitted users were sampled in November and all users except Lovejoy, LLC had acceptable results. Lastly, she wished everyone a Happy Holidays.

A motion was made by Trustee Eddington seconded by Trustee Wang to adjourn the regular meeting at 7:19 p.m. The motion carried.

Approved: January 20, 2025

/s/Amy E. Sejnost/s/
President

Attest: /s/Mark Eddington/s/
Clerk