

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, December 17, 2024, convening at 7:00 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 Shaw, Information Coordinator Alyssa J. Caballero and Attorney Dan McCormick.

Minutes of Regular Meeting – November 19, 2024

A motion was made by Trustee Eddington seconded by Trustee Wang approving the minutes of the regular meeting held on November 19, 2024, and authorizing the President and Clerk to sign same. The motion carried.

Change Order No. 1 – 2024 Sanitary Sewer Televising Services

A motion was made by Trustee Wang seconded by Trustee Eddington approving Change Order No. 1 for the 2024 Sanitary Sewer Televising Services agreement with Sewertech, LLC. for a net decrease in the contract price of \$3,418.50 and authorizing the General Manager to sign the same. The motion carried. (Votes recorded: Ayes-Sejnost, Wang and Eddington.)

Change Order No. 1 – Venard Road Force Main Replacement

A motion was made by Trustee Eddington seconded by Trustee Wang approving Change Order No. 1 for the Venard Road Force Main Replacement agreement with Swallow Construction Corp. for a net increase in the contract price of \$9,595.29 and a net increase in the contract time of 223 days and authorizing the General Manager to sign the same. The motion carried. (Votes recorded: Ayes-Sejnost, Wang and Eddington.)

Change Order No. 1 – 2024 Sewer Rehabilitation

A motion was made by Trustee Wang seconded by Trustee Eddington approving Change Order No. 1 for the 2024 Sewer Rehabilitation agreement with Hoerr Construction, Inc. for a net decrease in the contract price of \$62,310.00 and a net increase in the contract time of 150 days and authorizing the General Manager to sign the same. The motion carried. (Votes recorded: Ayes-Sejnost, Wang and Eddington.)

Claim Ordinance No. 1944

A motion was made by Trustee Eddington seconded by Trustee Wang adopting Claim Ordinance No. 1944 in the total amount of \$2,428,044.56 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Sejnost, Wang and Eddington.)

Public Comment – None

New Business

Resolution of Appreciation for Employee Service

General Manager Underwood presented a Resolution of Appreciation for Charles Preen for 40 years of dedicated service to the District. The Board signed the resolution.

Schedule of 2025 Regular Meetings

Staff presented the proposed Schedule of Regular Meetings for Calendar Year 2025. The finalized schedule will be provided to the local papers and posted on the District’s website. A motion was made by Trustee Eddington seconded by Trustee Wang to approve the schedule. The motion carried. (Votes recorded: Ayes–Sejnost, Wang and Eddington.)

Annexation Ordinance AO 2024-07 – 2250 63rd Street, Downers Grove

Staff presented Annexation Ordinance No. AO 2024-07 for the annexation of the single-family lot located at 2250 63rd Street, Downers Grove. A motion was made by Trustee Eddington seconded by Trustee Wang accepting the Petition for Annexation, adopting Annexation Ordinance No. AO 2024-07 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Sejnost, Wang and Eddington.)

Operations Report – Cost-of-Service Analysis

General Manager Underwood presented an operations report reviewing the cost-of-service analysis which she completes annually. The report reviewed the history of the District’s user charge system, the steps in cost-of-service analysis, applicable cost parameters, how estimated revenue and expenses are used in the analysis, allocation costs to cost parameters, reallocation to fairly account for I/I, and development and design of the rate schedule.

Facility Plan Update

General Manager Underwood reviewed the Facility Plan progress for November.

Questions and Comments

Trustee Wang thanked General Manager Amy Underwood for her presentation on the cost-of-service analysis. He noted the new acrylic prints of an aerial shot of the treatment plant and District logo at the Admin Center. He inquired about the results from the recent Show Cause hearings. He noted the updates on CHP 1 and 2, described in Maintenance Supervisor Whitefleet’s report. Lastly, he wished staff a Merry Christmas and Happy Holidays.

Trustee Eddington inquired about the Industrial Waste Survey and the extra facility plan sampling, noted in Laboratory Supervisor Berry’s report. He congratulated Danny Jasso for his promotion to

Senior Sewer System Inspector.

Trustee Sejnost congratulated Check Preen for 40 years of service to the District and his upcoming retirement, and Danny Jasso for his promotion to Senior Sewer System Inspector. She noted the final grant closeout letter from the EPA. She commented on the aerial photo of the plant in the lobby of the Admin Center and District logo added in the Board Room. Lastly, Trustee Sejnost thanked all employees for their continued hard work and wished everyone a happy and safe holiday.

A motion was made by Trustee Eddington seconded by Trustee Wang to adjourn the regular meeting at 8:47 p.m. The motion carried.

Approved: January 21, 2025

/s/Amy E. Sejnost/s/
President

Attest: /s/Mark Eddington/s/
Clerk