

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, April 18, 2017, 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 S. Kovacevic, Trustee Paul W. Coultrap, General Manager Nicholas J. Menninga, Administrative Supervisor W. Clay Campbell, Maintenance Supervisor Jeff Barta, Information Coordinator Alyssa J. Caballero and Attorney Michael G. Philipp.

Minutes of Regular Meeting – March 21, 2017

A motion was made by Trustee Coultrap seconded by Trustee Kovacevic approving the minutes of the regular meeting held on March 21, 2017 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

Minutes of Executive Session – March 21, 2017

A motion was made by Trustee Kovacevic seconded by Trustee Coultrap approving the minutes of the executive session held on March 21, 2017 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

Claim Ordinance No. 1852

A motion was made by Trustee Kovacevic seconded by Trustee Coultrap adopting Claim Ordinance No. 1851 in the total amount of \$891,393.76 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Kovacevic and Coultrap.)

Public Comment – None

Old Business – None

New Business:

Employee Health Coverage

Administrative Services Director Campbell reviewed his Memo dated April 13 regarding the June 1, 2017 renewal of the District's employee group insurance benefits plan including medical, dental, vision and life coverage. The District's vision insurance required no decision as EyeMed Vision Care is in year 2 of a 4 year rate guarantee. He recommended that the District renew its medical insurance coverage with BlueCross BlueShield of Illinois with some slight changes to plan offerings, renew the dental coverage with Humana CompBenefits and switch the life insurance coverage to Kansas City Life/NIS for an overall percent change of -3.59% in health insurance (medical, dental and vision) and life insurance premiums from the prior year. This number could vary depending upon plan selection by the employees, but staff has determined that the highest increase would cap out at 1.75% in the event that all employees and eligible dependents took Option 2 (the Platinum HMO P502PSN Plan), which is unlikely due to historical enrollment

patterns by the group. Staff feels that this recommendation provides a very reasonable change in the District's cost to provide this benefit in line with normal inflation and includes employee contributions across 3 out of the 4 plan offerings. A motion was made by Trustee Kovacevic seconded by Trustee Coultrap approving staff's recommendation for the District to offer employee group health and life insurance coverages as presented in Administrative Supervisor Campbell's memo dated April 13. The motion carried. (Votes recorded: Ayes-Van Buren, Kovacevic and Coultrap).

Annual Newsletter

Information Coordinator Caballero presented a draft of the annual newsletter to be mailed to District residents with their sanitary sewer bills in May, June and July. An Open House invitation insert, a District Biosolids Program brochure, an EasyPay enrollment form and an online billing portal insert were also included. The Board concurred with the annual newsletter and additional enclosures as presented.

Annual Unsewered Area Plan Update for 2017

General Manager Menninga presented the District's Unsewered Area Plan Updates for 2017. Changes to the plan were reviewed including one sewer main extension construction project by private developers and the updating of the cost estimates. Baxter & Woodman has recommended that the cost estimates in the plan be updated to reflect increases in the construction cost index and the current construction bidding environment. A motion by Trustee Kovacevic seconded by Trustee Coultrap was made approving the Annual Unsewered Area Plan updates as presented. The motion carried.

Compensation of General Manager for FY2017-18

A motion was made by Trustee Coultrap seconded by Trustee Kovacevic to increase General Manager Menninga's salary from \$159,716 to \$165,306 effective May 1, 2017. The motion carried. (Votes recorded: Ayes-Van Buren, Kovacevic and Coultrap.)

Operations Report – Lift Stations

Maintenance Supervisor Barta presented an operations report reviewing lift stations. His report covered the nine lift stations the District operates and maintains.

Other New Business

Trustee Kovacevic commended staff on their work with a recent BSSRAP repair mentioned in the General Manager's report. She also commented on the amount of rainfall noted in the WWTC operations report, CHP numbers, replacement of voltage regulators and the laboratory's wrap-around vent hood installation.

Trustee Coultrap commended staff for their work on the annual newsletter.

A motion was made by Trustee Kovacevic seconded by Trustee Coultrap to adjourn the regular meeting at 8:45 p.m. The motion carried.

Approved: May 16, 2017

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

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