

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, January 21, 2025, 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 S. Shaw, and Attorney Dan McCormick.

Minutes of Regular Meeting – December 17, 2024

A motion was made by Trustee Wang seconded by Trustee Eddington approving the minutes of the regular meeting held on December 17, 2024 and authorizing the President and Clerk to sign same. The motion carried.

Claim Ordinance No. 1945

A motion was made by Trustee Eddington seconded by Trustee Wang adopting Claim Ordinance No. 1945 in the total amount of \$705,007.65 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

Employee Policy Manual Revisions - Section 4.4 District Equipment and Vehicles

Administrative Supervisor Shaw presented proposed modifications to Section 4.4 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 section 4.4 District Equipment and Vehicles of the Employee Policy Manual. The motion carried. (Votes Recorded: Ayes-Sejnost, Wang, and Eddington)

Employee Policy Manual– Addition of Section 4.28 Use of Recording Devices in the Workplace

Administrative Supervisor Shaw presented the proposed addition of section 4.28 to 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 Sejnost to approve the addition of Section 4.28 Use of Recording Devices in the Workplace based on the language having been reviewed by the District's labor attorney. (Votes Recorded: Ayes-Sejnost and Eddington; Nays-Wang)

Wastewater Treatment Center Operations Summary for 2024

General Manager Underwood presented the 2024 Wastewater Treatment Center Performance Report. The report includes information and comparisons to prior years on flows, available remaining capacity, treatment provided, NPDES permit compliance, sludge quantities produced,

biosolids disposal, utilities consumption, digester gas, chemical usage and an overall summary.

Collection System Construction Summary for 2024

General Manager Underwood presented the 2024 Collection System Construction Summary Report as prepared by Sewer System Construction Supervisor Keith Shaffner. The report includes information regarding permits issued, annexations, Board of Local Improvements, Illinois EPA permits and public sewer main construction.

Collection System Performance Summary for 2024

General Manager Underwood presented the 2024 Collection System Performance Report as prepared by Sewer System Maintenance Supervisor Todd Freer. The report includes information regarding maintenance work progress, manhole overflows, sewer backups, public sewer blockages and building service blockages.

Collection System Work Plan for 2025

General Manager Underwood presented the Collection System Work Plan for 2025 as prepared by Sewer System Maintenance Supervisor Todd Freer. The report includes information on proposed work on the collection system during 2025 including cleaning and televising sewers, flow metering, the Private Property Infiltration and Inflow Removal Program and the Building Sanitary Service Repair Assistance Program and manhole inspections.

Other New Business

Trustee Eddington commended staff on the reports provided in the Board packet. He also inquired about the proposed TIF District, recommending that the District look into any needed sewer improvements in the area.

Trustee Sejnost commented on the upcoming retirement of Senior Maintenance Mechanic Charles Preen. She inquired about the issues with CHP 1. She noted the email regarding the public hearing for proposed TIF District for the Meadowbrook Redevelopment Project. She also inquired if the District has had any feedback from the public or other regarding the Decennial Report recorded in 2024. She commented on the invitation from the Village of Downers Grove to attend the Civic Center open house.

Executive Session – Employee Compensation

A motion was made by Trustee Eddington seconded by Trustee Wang to recess the regular meeting and convene an executive session at 9:03 p.m. under exception 2(c)1 of the Open Meetings Act to discuss the compensation and performance of specific employees of the District. The motion carried. (Votes recorded: Ayes–Sejnost, Wang and Eddington.)

A motion was made by Trustee Wang seconded by Trustee Eddington to reconvene the regular meeting at 10:12 p.m. The motion carried. (Votes recorded: Ayes–Sejnost, Wang and Eddington.)

A motion was made by Trustee Eddington seconded by Trustee Wang to adjourn the regular meeting at 10:13 p.m. The motion carried.

Approved: February 11, 2025

/s/Amy E. Sejnost/s/
President

Attest: /s/Mark Eddington/s/
Clerk