

DOWNERS GROVE SANITARY DISTRICT
GENERAL MANAGER'S REPORT
March 11, 2022

March Board Meeting

Copies of documentation for the following agenda items are enclosed for the February 15, 2022 meeting:

- 1) Proposed Agenda
- 2) Memo regarding Election of Clerk
- 3) Minutes of the February 8, 2022 regular meeting
- 4) Minutes of the February 8, 2022 Executive Session (*Confidential under Separate Cover*)
- 5) Claim Ordinance 1911
- 6) Memo regarding Business Insurance Coverage
- 7) Memo regarding revision to authorized bank account signer
- 8) Approval of Proposed FY 2022-23 Budget/Five Year Plan and Adoption of Appropriation Ordinance
- 9) Memo regarding adoption of Ordinance No. ORD 22-01 Amending Rates and Fees
- 10) Memo regarding General Manager compensation for FY 22-23
- 11) Memo regarding Sludge Hauling and Land Application Contract Award

BOLI Meeting

There is a BOLI meeting scheduled for 6:45 pm on March 15, 2022. The meeting will be at the District Admin Center in the Board Room. The packet for that meeting is enclosed.

Operations Reports

Copies of the following are enclosed for February operations:

- 1) Progress Report from Carly on Administrative Services activities.
- 2) The WWTC Operations Report from Marc.
- 3) The WWTC/Lift Station Maintenance Report from Jeff.
- 4) Progress Report from Bob on Collection System Maintenance activities.
- 5) Progress Report from Keith on Collection System Construction activities.
- 6) Progress Report from Reese on Laboratory activities.
- 7) Engineering Report from Alex.

Infiltration/Inflow Removal Work

Inspection efforts on private property under the I/I program with the intention of conducting I/I removal is ongoing in the 1-K-028 (Cass and Burlington, WT) area. A map showing progress for this area is included here, as well as a status summary sheet.

Flow metering continues, including meters in the 1-M-050 (55th and Victor, DG) vicinity to evaluate post-rehabilitation and I/I reduction performance. Data collected during recent storms shows that the local system appears to be operating satisfactorily.

Safety Committee and Related Safety Matters

Two more employees have completed OSHA 10-Hour training. This brings the total number of OSHA-10 Hour trained employees to 28. There are four additional employees who have been identified to take the training, which will hopefully be completed before the end of 2022.

A Safety Committee meeting was held on February 24, 2022. Committee members have continued to implement hazard mitigations for open hazard reports. One example is detailed below.

In response to a submitted safety suggestion, a vertical steel rack was installed in the MSB as a replacement for the older horizontal one. The horizontal rack was problematic for accessing materials in the back that were hidden from view. Considering the substantial weight of these materials, there was an ergonomic hazard and a drop hazard associated with moving things around to find the needed piece. Circular pipe was being stored on shelves without a raised lip at the edge, allowing it to roll off easily. The new vertical rack is an improvement for both safety and efficiency.

Before:



After:



Financial

A copy of the Investment Schedule as of February 28, 2022 is enclosed.

The Treasurer's Report for February 2022 covering the first ten months of FY 21-22 is included herein, along with a summary cover memo.

Meetings

I attended the following meetings since the February 4, 2022 General Manager's report:

- February 4 attended Illinois Business, Municipal and Institutional Clean Energy Coalition Meeting
- February 7 attended IEPA Wastewater Advisory Council meeting
- February 8 attended DRSCW East Branch DuPage River Stream Restoration Stakeholders meeting
- February 8 attended meeting with the Village of Downers Grove to discuss removal of I/I from DGSD's system. Bob and Keith attended also.
- February 9 attended Illinois Nutrient Loss Reduction Strategy Policy Working Group meeting
- February 10 attended DRSCW Executive Board meeting
- February 15 attended CSWEA Local Arrangements Committee meeting
- February 23 attended DRSCW Annual Meeting
- February 23 attended NACWA's Small & Mid-Size Working Group meeting
- March 3 attended IAWA Executive Committee Meeting
- March 4 attended IAWA Technical Committee Meeting. Alex attended also.
- March 8 attended CSWEA Executive Committee meeting
- March 9 attended IAWA Legislative Subcommittee special meeting regarding CEJA
- March 11 attended meeting with Forest Preserve District of DuPage County re: Maple Grove bridge/Gilbert Park overflow sewer

Miscellaneous

Copies of the following items are enclosed:

- 1) DRSCW Fall-Winter 2021 Newsletter
- 2) General Manager's Report to the Employees dated February 11 and 25 and March 11
- 3) February 18 E-mail to Employees re: Lifting of Procedural Changes due to COVID
- 4) February 28 E-mail to Employees re: lifting masking requirements
- 5) March 1 E-mail to Employees re: revisions to the COVID Preparedness Plan dated March 1 with the revised Plan attached
- 6) 2021 Lift Station Report
- 7) March 9 E-mail from the Office of Congressman Sean Casten providing an update on the Community Project Funding

I will be taking vacation March 28 – April 1.

cc: WDVB, AES, JMW, BOLI, MGP, CS

**DOWNERS GROVE SANITARY DISTRICT
BOARD OF TRUSTEES MEETING
MARCH 15, 2022 – 7:00 PM
BOARD ROOM**

PROPOSED AGENDA

- I. ELECTION OF CLERK

- II. APPROVAL OF MINUTES
 - A. REGULAR MEETING – FEBRUARY 8, 2022
 - B. EXECUTIVE SESSION – FEBRUARY 8, 2022

- III. APPROVAL OF CLAIM ORDINANCE NO. 1911

- IV. PUBLIC COMMENT

- V. OLD BUSINESS

- VI. NEW BUSINESS
 - A. BUSINESS INSURANCE RENEWALS
 - B. REVISION OF AUTHORIZED BANK ACCOUNT SIGNER
 - C. APPROVAL OF FY 2022-23 BUDGET/FIVE YEAR PLAN AND ADOPTION OF APPROPRIATION ORDINANCE
 - D. ORDINANCE NO. ORD 22-01 AMENDING RATES AND FEES
 - E. GENERAL MANAGER COMPENSATION FOR FY 22-23
 - F. SLUDGE HAULING AND LAND APPLICATION CONTRACT AWARD

PUBLIC COMMENT:

The District has an online form for the Public who cannot attend the meeting to submit public comment. District staff shall read aloud any received public comments during the Public Comment portion of the meeting. Public comments for Public not attending the meeting in person need to be submitted before 4:00 p.m. on March 15, 2022. The form can be found here:

<https://www.dgsd.org/government/public-comment/>



DOWNERS GROVE SANITARY DISTRICT

M E M O

TO: Board of Trustees

FROM: Amy R. Underwood, P.E.
General Manager

DATE: March 11, 2022

RE: Election of Clerk

In accordance with the attached excerpt of the Sanitary District Act of 1917, Staff recommends that the Board conduct the following election at its March 15 meeting as a result of the recent Trustee appointment by the DuPage County Board:

Nominate and elect Clerk

As a reference, I have also attached the pertinent excerpt of the minutes from the May 18, 2021 meeting.

cc: KJR, RTJ, MJS, CS, MGP

Excerpt of the Sanitary District Act of 1917 related to Elections and Appointments of Trustees

(70 ILCS 2405/4) (from Ch. 42, par. 303)

Sec. 4. The trustees shall constitute a board of trustees for the district. The board of trustees is the corporate authority of such sanitary district, and shall exercise all the powers and manage and control all the affairs and property of the district. The board of trustees immediately after their appointment and at their first meeting in May of each year thereafter, shall elect one of their number as president, one of their number as vice-president, and from or outside of their membership a clerk and an assistant clerk. In case of the death, resignation, absence from the State, or other disability of the president, the powers, duties and emoluments of the office of the president shall devolve upon the vice-president, until such disability is removed or until a successor to the president is appointed and chosen in the manner provided in this Act. The board may select a treasurer, engineer and attorney for the district, and a board of local improvements consisting of 5 members in any sanitary district which includes one or more municipalities with a population of over 90,000 but less than 500,000 according to the most recent Federal census and consisting of 3 members in any other district, all of whom may be trustees or other citizens of the sanitary district. The board may appoint such other officers and hire such employees to manage and control the operations of the district as it deems necessary; provided, however, that the board shall not employ an individual as a wastewater operator whose Certificate of Technical Competency is suspended or revoked under rules adopted by the Pollution Control Board under item (4) of subsection (a) of Section 13 of the Environmental Protection Act. The board may appoint a chief administrative officer for a term not to exceed 4 years subject to removal by the board for cause. Appointment of the chief administrative officer may be renewed as often as the board deems necessary. All other persons selected by the board shall hold their respective offices during the pleasure of the board, and all persons selected by the board shall give such bond as may be required by the board. The board may prescribe the duties and fix the compensation of all the officers and employees of the sanitary district. However, no member of the board of trustees shall receive more than \$6,000 per year.

The board of trustees has full power to pass all necessary ordinances, rules and regulations for the proper management and conduct of the business of the board and the corporation, and for carrying into effect the objects for which the sanitary district was formed. Such ordinances may provide for a fine for each offense of not less than \$100 or more than \$1,000. Each day's continuance of such violation shall be a separate offense. Fines pursuant to this Section are recoverable by the sanitary district in a civil action. The sanitary district is authorized to apply to the circuit court for injunctive relief or mandamus when, in the opinion of the chief administrative officer, such relief is necessary to protect the sewerage system of the sanitary district.

(Source: P.A. 89-143, eff. 7-14-95; 89-502, eff. 6-28-96; 90-14, eff. 7-1-97.)

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, May 18, 2021, 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, Trustees Amy E. Sejnost and Paul W. Coultrap, General Manager Amy R. Underwood, Administrative Supervisor W. Clay Campbell and Attorney Michael G. Philipp. Information Coordinator Alyssa J. Caballero was not physically present but did attend the meeting by electronic means (both audio and video) using Zoom.

Minutes of Regular Meeting – April 20, 2021

A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the minutes of the regular meeting held on April 20, 2021, and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Claim Ordinance No. 1901

A motion was made by Trustee Coultrap seconded by Trustee Sejnost adopting Claim Ordinance No. 1901 in the total amount of \$667,540.80 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

Staff updated the Board regarding an unpaid sewer bill from the previous owners at 136 White Birch Lane, Westmont which was brought to the attention of the Board of Trustees during Public Comment at the April 20 Board meeting.

New Business

Elections and Appointments

The following elections and appointments were made: A motion was made by Trustee Sejnost seconded by Trustee Coultrap nominating Wallace D. Van Buren as President, closing the nominations for President and electing by unanimous consent Wallace D. Van Buren as President. The motion carried. (Votes recorded: Ayes–Sejnost and Coultrap.) A motion was made by Trustee Coultrap seconded by Trustee Van Buren nominating Amy E. Sejnost as Vice President, closing the nominations for Vice President and electing by unanimous consent Amy E. Sejnost as Vice President. The motion carried. (Votes recorded: Ayes–Van Buren and Coultrap.) A motion was made by Trustee Van Buren seconded by Trustee Sejnost nominating Paul W. Coultrap as Clerk, closing the nominations for Clerk and electing by unanimous consent Paul W. Coultrap as Clerk. The motion carried. (Votes recorded: Ayes–Van Buren and Sejnost.) A motion was made by Trustee Van Buren seconded by Trustee Coultrap appointing William Clay Campbell as Assistant Clerk. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.) A motion was made by Trustee Van Buren seconded by Trustee Sejnost appointing Amy R. Underwood as

General Manager. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.) A motion was made by Trustee Coultrap seconded by Trustee Van Buren appointing William Clay Campbell as Treasurer. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.) A motion was made by Trustee Sejnost seconded by Trustee Coultrap appointing Baxter and Woodman, Inc. as engineers for the District sewer system and Wastewater Treatment Center. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.) A motion was made by Trustee Coultrap seconded by Trustee Van Buren appointing Philipp Law Office as attorneys for the District. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.) A motion was made by Trustee Coultrap seconded by Trustee Sejnost appointing Kenneth J. Rathje, Robert T. Jungwirth and Mark J. Scacco as members of the Board of Local Improvements. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Renewal of BSSRAP Contract

General Manager Underwood presented a memo regarding a proposed Amendment No. 4 to the Sanitary Service Repairs Agreement with Uno Construction Company, Inc. This contract was awarded in 2017 and allows for an annual extension of the contract for up to a total of five years upon the mutual written consent of the District and the contractor. The contract also provides for annual adjustments to the unit prices based upon the greater of 3.00% or 100.00% of the annual change in the CPI-U from the preceding calendar year. The contractor has requested the annual extension. The annual change in the CPI-U for this year is 1.12%. This year's annual increase in the contractor's unit prices will be 3.0% bringing the contract price for this work to \$1,229,256.75 for the period from July 1, 2021 through June 30, 2022. A motion by Trustee Sejnost seconded by Trustee Coultrap was made approving Amendment No. 4 to the Sanitary Service Repairs Agreement with Uno Construction Company, Inc. and authorizing the General Manager and Assistant Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Contract Award – 1K-028 Flow Basin Rehabilitation – Phase 3

General Manager Underwood reviewed the bid opening on May 11 for the 1K-028 Flow Basin Rehabilitation – Phase 3 Project. The project scope includes removal and replacement of three manholes and over 700 Lineal Feet of 8-inch and 10-inch open cut sanitary sewer, including connections to new and existing manholes and existing services, street restoration, alley restoration, and other miscellaneous items of work. Two bids were received. General Manager Underwood recommended that the District award the project to the lowest responsive, responsible bidder, Performance Construction & Engineering of Plano, Illinois, in the amount of \$698,713.00. A motion was made by Trustee Sejnost seconded by Trustee Coultrap awarding the contract for the 1K-028 Flow Basin Rehabilitation – Phase 3 project to the lowest responsive, responsible bidder, Performance Construction & Engineering, in the amount of \$698,713.00 and authorizing the General Manager to execute the contract documents. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Contract Award – Sewer Televising

General Manager Underwood reviewed the bid opening on May 11 for the 2021 Sewer Televising project. The project consists of televising the sewers to improve our sewer condition assessment database. Six bids were received. Staff recommended that the District award the project to the lowest responsive, responsible bidder, Sewertech LLC of Schaumburg, Illinois, in the amount of

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, February 8, 2022, convening at 7:00 p.m. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were Trustees Wally D. Van Buren, Amy E. Sejnost, Paul W. Coultrap, General Manager Amy R. Underwood, Administrative Supervisor Carly S. Shaw, Information Coordinator Alyssa J. Caballero and Attorney Michael G. Philipp.

Minutes of Regular Meeting – January 18, 2022

A motion was made by Trustee Sejnost seconded by Trustee Van Buren approving the minutes of the regular meeting held on January 18, 2022 and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren and Sejnost. Abstain–Coultrap.)

Minutes of Executive Session – January 18, 2022

A motion was made by Trustee Sejnost seconded by Trustee Van Buren approving the minutes of the executive session held on January 18, 2022 and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren and Sejnost. Abstain–Coultrap.)

Claim Ordinance No. 1910

A motion was made by Trustee Coultrap seconded by Trustee Sejnost adopting Claim Ordinance No. 1910 in the total amount of \$511,472.58 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

New Business

Resolution of Appreciation

General Manager Underwood presented a Resolution of Appreciation for Paul W. Coultrap for his years of dedicated service to the District as a Trustee. A motion was made by Trustee Sejnost seconded by Trustee Van Buren to pass the resolution. The motion carried.

Appointment of Assistant Clerk and Treasurer

The following appointments were made: A motion was made by Trustee Coultrap seconded by Trustee Sejnost appointing Carly Shaw as Assistant Clerk. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.) A motion was made by Trustee Coultrap seconded by Trustee Sejnost appointing Carly Shaw as Treasurer. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Resolution No. R2022-01, Appointment of Authorized Agent for the Illinois Municipal Retirement Fund (IMRF)

Staff presented Resolution No. R2022-01. This resolution appoints Carly Shaw as the new Authorized Agent for the Illinois Municipal Retirement Fund due to her promotion to the position of Administrative Supervisor. A motion by Trustee Coultrap seconded by Trustee Sejnost was made adopting Resolution No. R2022-01 and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost, and Coultrap.)

Revision of Authorized Bank Account Signer

Staff presented a memo reviewing the current arrangement of the District’s bank accounts and authorized signers and recommending the authorized signers on the imprest accounts be revised from the General Manager and Administrative Supervisor to the General Manager and Treasurer. A motion by Trustee Coultrap seconded by Trustee Sejnost was made approving the change. The motion carried. (Votes recorded: Ayes-Van Buren, Sejnost and Coultrap.) Staff also requested that upon Carly Shaw’s appointment to Treasurer she be added to the bank accounts and investment accounts. A motion by Trustee Coultrap seconded by Trustee Sejnost was made to add Carly Shaw as Security Administrator on the District’s Chase Bank accounts and as an authorized signer on the District’s Payroll, Petty Cash, User Refund and Flexible Benefits accounts and all investments accounts (as listed on the District’s Investment Schedule as of January 31, 2022) and authorizing all signatures required to effectuate such a change. The motion carried. (Votes recorded: Ayes-Van Buren, Sejnost, and Coultrap.)

Review of Executive Session Minutes

The Board reviewed the minutes of executive session held on December 21, 2021, which have not previously been made available for public inspection or not previously reviewed. A motion was made by Trustee Sejnost seconded by Trustee Coultrap determining that the need for confidentiality no longer exists as to the executive session minutes of December 21, 2021. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.) The executive session minutes were last reviewed in February 2021. The Board reviewed the written minutes of the meeting of July 21, 2020, to determine if the verbatim records could be destroyed as provided by state statute. A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving destruction of the verbatim record of the executive session held on July 21, 2020, as provided by state statute. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Five Year Financial Plan and Budget Review – Fiscal Year 2022-2023 to 2026-2027

General Manager Amy R. Underwood presented the following budget documents: Five-Year Financial Plan for Fiscal Years 2022-2023 to 2026-2027, Notice of Availability of Fiscal Year 2022-2023 Appropriation Ordinance/Budget for public review, revised Budget Calendar, and the proposed Appropriation Ordinance for Fiscal Year 2022-2023. She reviewed the Five-Year Plan including planned expenses and anticipated revenues to the General Corporate, Improvement, Construction, and Public Benefit funds. The Notice of Availability of the Fiscal Year 2022-2023 was recommended to be published in the local paper on February 10. Final approval of the Five-Year Financial Plan and the Appropriation Ordinance is scheduled for the March 15 regular meeting. A motion was made by Trustee Coultrap and seconded by Trustee Sejnost authorizing

publication on February 10 of the Notice of Availability of Fiscal Year 2022-2023 Appropriation Ordinance/Budget for public review. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Other New Business

Trustee Coultrap expressed his appreciation to the District for the past five years he has served as a trustee. He congratulated Carly Shaw on her promotion to Administrative Supervisor.

Trustee Sejnost thanked Trustee Coultrap for his service as a trustee. She congratulated Carly Shaw on her promotion to Administrative Supervisor. She inquired about the status of past due charges for user billing. Trustee Sejnost commended Nick Whitefleet for the work he did in-house to replace the turbo charger on CHP #2 and Rolf Flechsig for installing and configuring a new LS Electric VFD for the raw sewage pump, both noted in Maintenance Supervisor Barta’s monthly report. She inquired about a local wastewater plant visiting our plant to see lab equipment, noted in Lab Supervisor Berry’s monthly report. Lastly, she inquired about the manhole overflow that occurred on January 27.

Trustee Van Buren welcomed Carly Shaw into her new role as Administrative Supervisor. He also expressed his appreciation to Trustee Coultrap for his service as a trustee. Trustee Van Buren commended General Manager Underwood for her consistent hard work throughout the recent changes at the District.

Executive Session – Employee Compensation and Performance

A motion was made by Trustee Sejnost seconded by Trustee Coultrap to recess the regular meeting and convene an executive session at 7:50 p.m. under exception 2(c)1 of the Open Meetings Act to discuss the compensation of specific employees of the District. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

A motion was made by Trustee Coultrap seconded by Trustee Van Buren to reconvene the regular meeting at 8:07 p.m. The motion carried. (Votes recorded: Ayes- Van Buren, Sejnost and Coultrap.)

A motion was made by Trustee Coultrap seconded by Trustee Van Buren to adjourn the regular meeting at 8:08 p.m. The motion carried.

Approved: March 15, 2022

President

Attest: _____
Clerk

This attachment has been removed for its contents are currently confidential.

Downers Grove, Illinois

Date: March 15, 2022

Claim Ordinance No. 1911

An Ordinance Providing for the Payment of Certain Claims.

WHEREAS, it appears to the Board of Trustees of the Downers Grove Sanitary District that there are certain claims against said District which would be allowed and paid therefore,

BE IT ORDAINED, by the Board of Trustees of the Downers Grove Sanitary District

That the following claims be and they are hereby approved and ordered paid and that an order be drawn on the Treasurer of said District out of the funds shown below. Said claims, totaling **\$563,145.67** being in words and figures as follows:

GENERAL LEDGER RECAP

DATE 02/10/22 PERIOD END 02/05/22 PAGE 5

Payroll Ending Date: 02/05/22
 Payroll Paid Date: 02/11/22
 GL Date: 03/31/22

G/L NUMBER	COST DESCRIPTION	DEBIT	CREDIT
01-00.1001	CASH - PAYROLL ACCOUNT		53572.94-
01-00.2000	FEDERAL TAX WITHHELD		9015.92-
01-00.2001	STATE TAX WITHHELD		3852.25-
01-00.2002	SOCIAL SECURITY WITHHELD		6370.69-
01-00.2003	IMRF WITHHELD		3699.65-
01-00.2013	CREDIT UNION WITHHELD		2419.00-
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION		3197.86-
01-00.2021	FLEXIBLE ACCOUNT WITHHELD - MEDICAL		218.50-
01-00.2024	FLEXIBLE ACCOUNT WITHHELD - PREM CONVERSION		1186.33-
01-00.2025	EMPLOYEE INS PREM CONTRIBUTION - POST TAX		396.95-
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA		277.71-
01-00.2027	DEFERRED COMPENSATION WITHHELD - IPPFA ROTH		240.00-
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD		234.80-
01-11.A003	GENERAL MANAGEMENT	1591.97	
01-11.A004	FINANCIAL RECORDS	6102.80	
01-11.A005	ADMINISTRATIVE RECORDS	774.83	
01-11.A007	CODE ENFORCEMENT	4874.83	
01-11.A008	SAFETY ACTIVITIES	1452.26	
01-11.A090	WORK FROM HOME REIMBURSEMENT ALLOWANCE	162.50	
01-12.A006	ENGINEERING	2062.98	
01-12.A011	MAINTENANCE - WWTC	12679.71	
01-12.A014	MAINTENANCE - ELECTRICAL	7080.85	
01-12.A021	WWTC - OPERATIONS	15435.61	
01-12.A022	WWTC - SLUDGE HANDLING	4422.96	
01-12.A023	WWTC - ENERGY RECOVERY	380.00	
01-12.A030	BUILDING AND GROUNDS	5744.45	
01-13.A041	LAB - WWTC	5378.37	
01-13.A048	LAB - ENERGY RECOVERY	95.59	
01-14.A006	ENGINEERING	141.30	
01-14.A051	SEWER MAINTENANCE	5969.19	
01-14.A054	SEWER MAINTENANCE - BACKUPS AND HIGH FLOWS	811.78	
01-14.A062	INSPECTION - CONSTRUCTION OF DGSD PROJECTS	3418.68	
01-14.A063	INSPECTION - PERMIT INSPECTIONS	196.98	
01-14.A064	INSPECTION - MISCELLANEOUS	811.21	
01-14.A065	INSPECTION - CONSTR BY VILLAGES, UTILITIES	1296.26	
01-14.A066	INSPECTION - CODE ENFORCEMENT	3524.09	
01-15.A006	ENGINEERING	56.52	
01-15.A080	LIFT STATION MAINTENANCE	216.88	
		84682.60	84682.60-

GENERAL LEDGER RECAP

DATE 02/16/22 PERIOD END 02/15/22 PAGE 4

G/L NUMBER	COST DESCRIPTION	DEBIT	CREDIT
01-00.1001	CASH - PAYROLL ACCOUNT		20541.69-
01-00.2000	FEDERAL TAX WITHHELD		3431.18-
01-00.2001	STATE TAX WITHHELD		1458.76-
01-00.2002	SOCIAL SECURITY WITHHELD		2404.07-
01-00.2003	IMRF WITHHELD		1414.17-
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION		1366.28-
01-00.2021	FLEXIBLE ACCOUNT WITHHELD - MEDICAL		89.50-
01-00.2024	FLEXIBLE ACCOUNT WITHHELD - PREM CONVERSION		432.75-
01-00.2025	EMPLOYEE INS PREM CONTRIBUTION - POST TAX		144.90-
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA		440.57-
01-00.2027	DEFERRED COMPENSATION WITHHELD - IPPFA ROTH		40.00-
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD		77.06-
01-11.A003	GENERAL MANAGEMENT	5144.07	
01-11.A004	FINANCIAL RECORDS	3786.34	
01-11.A007	CODE ENFORCEMENT	8426.46	
01-11.A008	SAFETY ACTIVITIES	130.88	
01-11.A030	BUILDING AND GROUNDS	111.99	
01-12.A006	ENGINEERING	250.91	
01-12.A009	OPERATIONS MANAGEMENT	3948.59	
01-12.A011	MAINTENANCE - WWTC	3722.40	
01-12.A014	MAINTENANCE - ELECTRICAL	223.95	
01-12.A021	WWTC - OPERATIONS	463.62	
01-12.A022	WWTC - SLUDGE HANDLING	156.44	
01-12.A023	WWTC - ENERGY RECOVERY	198.41	
01-12.A030	BUILDING AND GROUNDS	475.74	
01-13.A009	OPERATIONS MANAGEMENT	3811.27	
01-13.A041	LAB - WWTC	94.75	
01-13.A042	LAB - PRETREATMENT	189.50	
01-13.A043	LAB - SURCHARGE PROGRAM	47.38	
01-13.A048	LAB - ENERGY RECOVERY	46.89	
01-14.A006	ENGINEERING	219.16	
01-15.A009	OPERATIONS MANAGEMENT	111.97	
01-15.A030	BUILDING AND GROUNDS	55.70	
01-15.A080	LIFT STATION MAINTENANCE	224.51	
		31840.93	31840.93-

Payroll Ending Date: 02/15/22
 Payroll Paid Date: 02/17/22
 GL Date: 02/28/22

GENERAL LEDGER RECAP

DATE 02/24/22 PERIOD END 02/19/22 PAGE 5

G/L NUMBER	COST DESCRIPTION	DEBIT	CREDIT
01-00.1001	CASH - PAYROLL ACCOUNT		53348.84-
01-00.2000	FEDERAL TAX WITHHELD		9184.51-
01-00.2001	STATE TAX WITHHELD		3863.76-
01-00.2002	SOCIAL SECURITY WITHHELD		6390.33-
01-00.2003	IMRF WITHHELD		3722.04-
01-00.2013	CREDIT UNION WITHHELD		2419.00-
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION		3286.61-
01-00.2017	VOLUNTARY GROUP LIFE		208.00-
01-00.2021	FLEXIBLE ACCOUNT WITHHELD - MEDICAL		193.50-
01-00.2024	FLEXIBLE ACCOUNT WITHHELD - PREM CONVERSION		1093.97-
01-00.2025	EMPLOYEE INS PREM CONTRIBUTION - POST TAX		396.95-
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA		279.11-
01-00.2027	DEFERRED COMPENSATION WITHHELD - IPPFA ROTH		200.00-
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD		234.80-
01-11.A003	GENERAL MANAGEMENT	1378.94	
01-11.A004	FINANCIAL RECORDS	4678.25	
01-11.A005	ADMINISTRATIVE RECORDS	768.70	
01-11.A007	CODE ENFORCEMENT	4935.35	
01-11.A008	SAFETY ACTIVITIES	1408.83	
01-11.A090	WORK FROM HOME REIMBURSEMENT ALLOWANCE	150.00	
01-12.A006	ENGINEERING	2147.76	
01-12.A011	MAINTENANCE - WWTC	13001.66	
01-12.A014	MAINTENANCE - ELECTRICAL	7397.01	
01-12.A021	WWTC - OPERATIONS	18040.45	
01-12.A022	WWTC - SLUDGE HANDLING	4392.05	
01-12.A023	WWTC - ENERGY RECOVERY	280.38	
01-12.A030	BUILDING AND GROUNDS	4151.20	
01-13.A041	LAB - WWTC	5958.23	
01-13.A048	LAB - ENERGY RECOVERY	264.01	
01-14.A006	ENGINEERING	98.91	
01-14.A051	SEWER MAINTENANCE	7333.19	
01-14.A054	SEWER MAINTENANCE - BACKUPS AND HIGH FLOWS	975.24	
01-14.A061	INSPECTION - NEW CONSTRUCTION	150.15	
01-14.A062	INSPECTION - CONSTRUCTION OF DGSD PROJECTS	2548.46	
01-14.A063	INSPECTION - PERMIT INSPECTIONS	297.65	
01-14.A064	INSPECTION - MISCELLANEOUS	405.61	
01-14.A065	INSPECTION - CONSTR BY VILLAGES, UTILITIES	837.70	
01-14.A066	INSPECTION - CODE ENFORCEMENT	2687.14	
01-14.A072	SEWER INVESTIGATIONS	176.35	
01-15.A006	ENGINEERING	14.13	
01-15.A080	LIFT STATION MAINTENANCE	344.07	
		84821.42	84821.42-

Payroll Ending Date: 02/19/22
 Payroll Paid Date: 02/25/22
 GL Date: 03/31/22

GENERAL LEDGER RECAP

DATE 03/01/22 PERIOD END 02/28/22 PAGE 4

Payroll Ending Date: 02/28/22
 Payroll Paid Date: 03/02/22
 GL Date: 03/31/22

G/L NUMBER	COST DESCRIPTION	DEBIT	CREDIT
01-00.1001	CASH - PAYROLL ACCOUNT		20476.66-
01-00.2000	FEDERAL TAX WITHHELD		3432.24-
01-00.2001	STATE TAX WITHHELD		1459.08-
01-00.2002	SOCIAL SECURITY WITHHELD		2404.58-
01-00.2003	IMRF WITHHELD		1414.46-
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION		1365.38-
01-00.2017	VOLUNTARY GROUP LIFE		64.00-
01-00.2021	FLEXIBLE ACCOUNT WITHHELD - MEDICAL		89.50-
01-00.2024	FLEXIBLE ACCOUNT WITHHELD - PREM CONVERSION		432.75-
01-00.2025	EMPLOYEE INS PREM CONTRIBUTION - POST TAX		144.90-
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA		440.31-
01-00.2027	DEFERRED COMPENSATION WITHHELD - IPPFA ROTH		40.00-
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD		77.06-
01-11.A003	GENERAL MANAGEMENT	6857.20	
01-11.A004	FINANCIAL RECORDS	2094.51	
01-11.A005	ADMINISTRATIVE RECORDS	182.13	
01-11.A007	CODE ENFORCEMENT	8426.46	
01-11.A008	SAFETY ACTIVITIES	318.17	
01-12.A006	ENGINEERING	90.69	
01-12.A009	OPERATIONS MANAGEMENT	4544.20	
01-12.A011	MAINTENANCE - WWTC	4150.39	
01-12.A013	MAINTENANCE - ENERGY RECOVERY	67.64	
01-12.A014	MAINTENANCE - ELECTRICAL	67.64	
01-12.A021	WWTC - OPERATIONS	120.08	
01-12.A030	BUILDING AND GROUNDS	134.71	
01-13.A009	OPERATIONS MANAGEMENT	3739.72	
01-13.A041	LAB - WWTC	337.43	
01-13.A042	LAB - PRETREATMENT	112.64	
01-14.A006	ENGINEERING	91.44	
01-15.A009	OPERATIONS MANAGEMENT	236.45	
01-15.A080	LIFT STATION MAINTENANCE	269.42	
		31840.92	31840.92-

===== VENDOR =====		===== INVOICE =====							
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO	
A-FORMULA MECHANICAL CORP	A000065	02/17/22	42977	01-12.B812	Lab Geothermal Repair	760.00	760.00	103829	
ACI Payments Inc.	A000096	02/21/22	1000065422	01-11.B110	OLR Fees	30.20	30.20	103830	
AWARDING YOU	A000105	02/04/22	89340	01-11.B116	Name Plates JMW CSS	45.85	45.85	063472	
ADVOCATE OCCUPATIONAL HEALTH	A000150	02/03/22	814904	01-12.B117	Drug Screening	89.00			
		02/03/22	814904	01-14.B117	Drug Screening	27.00			
		02/03/22	818040	01-12.B117	Drug Screening	89.00	205.00	063428	
ALEXANDER CHEMICAL CORPORATION	A000200	03/01/22	51265	01-12.B401	Sodium Bisulfite	6609.70	6609.70	103831	
ALTORFER INDUSTRIES, INC.	A000292	03/02/22	P6AC0027454	01-12.B812	WWTC Salt Spreader	1342.42	1342.42	103832	
SYNCHB/AMAZON	A000295	02/04/22	436873898755	01-12.B513	CHP Oil Sample Kit	31.75			
		02/02/22	4458397777	01-12.B117	JPB Outerwear	189.99			
		02/16/22	455688793979	01-12.B116	Cleaner	253.82			
		03/03/22	464335638997	01-11.B113	First Aid Survival Kit	39.94			
		02/24/22	467466656856	01-14.B117	OA Outerwear	124.98			
		02/24/22	468987966747	01-14.B115	SS Supplies	32.38			
		02/15/22	496548543588	01-12.B112	Phone Cases	43.68			
		02/10/22	589958646497	01-12.B112	Phone Cases	109.20			
		02/14/22	673873555654	01-11.B113	Face Masks	34.99			
		01/27/22	738658369489	01-11.B113	Phone Charger	49.00			
		02/09/22	756893689679	01-12.B512	Shop Tool	63.98			
		02/17/22	778343877939	01-12.B112	Phone Cases & Frame	32.48			
		02/11/22	778443558736	01-12.B112	Phone Case	21.84			
		02/09/22	784985565447	01-14.B115	SS Supplies	66.97			
		02/21/22	794877748745	01-12.B116	Snow Plow Guides	29.99			
		03/02/22	848936856835	01-14.B117	OA Outerwear	37.99			
		03/04/22	859976557733	01-14.B117	OA Outerwear Return	74.99-			
		02/09/22	867396658588	01-11.B112	CS Phone Case	28.98			
		02/11/22	954477467393	01-11.B112	CS Phone Charger	20.98			
		01/26/22	955993653979	01-12.B117	BM Outerwear	161.49			
		01/21/22	959436685744	01-14.B117	OA Outerwear Return	70.99-			
		02/08/22	966393994966	01-12.B117	JPB Outerwear	26.99			
		02/14/22	969354485653	01-12.B512	Shop Appliance Dolly	349.26			
		02/22/22	994835459739	01-12.B116	Flashlight Charger	15.98			
		01/25/22	L44898945856	01-12.B507	Late Fee Past Due Inv	3.00	1623.68	063429	
AMERICAN NATIONAL SKYLINE	A000320	02/28/22	314594	01-11.B118	Window Cleaning Admin	61.00	61.00	103833	
AUTOZONE - AZ COMMERCIAL	A000600	02/03/22	2576004702	01-11.C225	Auto Parts	13.89			
		02/09/22	2576008351	01-15.B116	Oil Dry for Spills	45.16			
		02/11/22	2576009595	01-12.B510	Heat Exchg 3 Slg Pmp Gskt	9.29			
		02/16/22	2576012425	01-15.B529	350kW Port Generator Part	34.97			
		02/16/22	2576012482	01-15.B529	Returned Part	22.79-			
		02/16/22	2576012483	01-15.B529	350kW Portbl Gen Parts	21.27			
		03/02/22	2576022191	01-11.C225	Auto Parts	116.88			
		03/04/22	2576023117	01-12.B510	Auto Parts	24.76			
		03/08/22	2576026086	01-11.C225	Returned Auto Parts	12.01-			
		03/08/22	2576026232	01-12.B116	Auto Parts	19.09	250.51	063430	
BAXTER & WOODMAN, INC.	B000120	02/18/22	0231762	01-11.B124	Sewer Modeling	516.25			
		02/18/22	0231763	01-14.B901	1K-028 Flow Basin Rehab	256.25			

===== VENDOR =====		===== INVOICE =====							
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO	
		02/18/22	0231766	01-14.B902	Outfall Sewer Sag Repair	1591.25			
		02/18/22	0231772	01-14.B901	Curtiss St CIPP Lining	2826.25			
		02/18/22	0231774	01-11.B118	Admin Bldg Remodel	488.40			
		03/01/22	0232354	01-11.B124	Misc Engineering Service	787.50			
		03/01/22	0232354	01-15.B827	Misc Engineering Service	142.50	6608.40	103834	
BUILD IT RIGHT INC	B000450	02/28/22	0023238	01-12.B512	Portable Pump Hoses	1019.76			
		02/28/22	0023238	01-15.B529	Portable Pump Hoses	1019.76	2039.52	063431	
BUMPER TO BUMPER WHEATON	B000460	02/11/22	470-178538	01-12.B116	MSB Supplies	59.10	59.10	063473	
CHICAGO METROPOLITAN FIRE	C000240	02/24/22	IN00378742	01-12.B113	Annual Fire Alarm Test	360.00	360.00	063432	
CINTAS #344	C000300	02/08/22	4110022187	01-12.B117	WWTC Uniform Rentals	77.20			
		02/08/22	4110022187	01-14.B117	SS Uniform Rentals	13.09			
		02/15/22	4110772017	01-12.B117	WWTC Uniform Rentals	77.20			
		02/15/22	4110772017	01-14.B117	SS Uniform Rentals	13.09			
		02/22/22	4111434052	01-12.B117	WWTC Uniform Rentals	77.20			
		02/22/22	4111434052	01-14.B117	SS Uniform Rentals	13.09			
		03/01/22	4112107225	01-12.B117	WWTC Uniform Rentals	77.20			
		03/01/22	4112107225	01-14.B117	SS Uniform Rentals	13.09			
		03/08/22	411279643	01-12.B117	WWTC Uniform Rentals	77.20			
		03/08/22	411279643	01-14.B117	SS Uniform Rentals	13.09	451.45	063433	
CINTAS FIRST AID & SAFETY	C000320	03/09/22	5098924637	01-11.B113	First Aid Supplies	226.30	226.30	063434	
COMCAST	C000373	03/03/22	1200550568	01-11.B112	Backup Internet Service	104.90	104.90	063435	
Comcast	C000375	03/01/22	142018246	01-11.B112	Fiber Internet Service	842.45	842.45	063436	
COMED	C000380	02/15/22	0055025057	01-15.B100	College LS Elec	201.60			
		02/18/22	0068029014	01-12.B100	Centex LS Elec	119.44			
		02/15/22	0120089072	01-15.B100	Wroble LS Elec	657.85			
		02/15/22	0458029046	01-15.B100	Liberty Park LS Elec	273.12			
		02/22/22	056208004	01-12.B100	Venard LS Elec	391.13			
		02/15/22	1095091170	01-15.B100	Northwest LS Elec	814.99			
		02/01/22	1108062005	01-11.B100	Admin Elec	158.50			
		02/01/22	1108062005	01-12.B100	WWTC Elec	2831.34			
		02/15/22	1810068039	01-15.B100	Earlston LS Elec	197.35			
		02/15/22	3240038012	01-15.B100	Butterfield LS Elec	150.20			
		02/15/22	4657083017	01-15.B100	Hobson LS Elec	1239.34			
		02/24/22	6770572011	01-00.2005	BSSRAP Yard Elec Use	160.00			
		02/24/22	6770572011	01-12.B100	Walnut House Elec	82.61			
		02/24/22	8762083052	01-12.B100	Big Top Elec	65.37	7342.84	063437	
CONCENTRIC INTEGRATION, LLC	C000410	02/18/22	0231764	01-11.B115	TV & Wall Mount w/ Cable	1527.50			
		02/18/22	0231769	01-11.B115	Admin Support Services	1059.96			
		02/18/22	0231769	01-12.B513	WWTC Support Services	2152.04			
		02/18/22	0231770	01-11.B115	Admin T&M Support Service	161.50			
		02/18/22	0231770	01-12.B513	WWTC T&M Support Service	952.38	5853.38	103835	
COVERALL NORTH AMERICA, INC	C000557	03/01/22	1010692933	01-12.B812	MSB Cleaning Service	304.00			
		03/01/22	1010692933	01-13.B116	Lab Cleaning Service	157.00			
		03/01/22	1010692935	01-11.B118	Admin Cleaning Services	429.00	890.00	103836	
CUMMINS NPOWER, LLC	C000650	02/17/22	F2-24028	01-12.B501	Dump Truck Service	1129.10			
		02/23/22	F2-24940	01-12.B501	Dump Truck Service	937.89	2066.99	063438	

===== VENDOR =====		===== INVOICE =====							
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO	
CURTIS MARTIN GROUP, INC.	C000660	02/16/22	8291	01-11.B115	City Insight Project	350.00			
		03/07/22	8315	01-11.B115	Billiing Programming Fix	300.00	650.00	103837	
DAHME MECHANICAL INDUSTRIES	D000030	01/31/22	2022025	01-12.B510	Dig 4&5 Sldg Vlvs 223/334	3070.00	3070.00	103838	
DELTA SONIC	D000220	01/28/22	10466601	01-12.C225	WWTC Vehicle Washes	24.99			
		01/28/22	10466601	01-14.C225	SS Vehicle Washes	66.64			
		02/25/22	10490300	01-11.C225	Admin Vehicle Washes	8.33			
		02/25/22	10490300	01-12.C225	WWTC Vehicle Washes	41.65			
VILLAGE OF DOWNERS GROVE	D000480	02/25/22	10490300	01-14.C225	SS Vehicle Washes	24.99	166.60	063439	
		02/08/22	173825	01-11.C222	Admin Vehicle Fuel	51.81			
VILLAGE OF DOWNERS GROVE	D000480	02/08/22	173825	01-12.B812	Gas Can Fuel	2.68			
		02/08/22	173825	01-12.C222	WWTC Vehicle Fuel	1394.17			
		02/08/22	173825	01-13.C222	Lab Vehicle Fuel	43.44			
		02/08/22	173825	01-14.C225	SS Vehicle Fuel	1635.61			
		01/15/22	173836	01-11.B121	Meter Readings	424.04			
		03/04/22	174018	01-11.C222	Admin Vehicle Fuel	64.14			
		03/04/22	174018	01-12.B812	Gas Can Fuel	60.69			
		03/04/22	174018	01-12.C222	WWTC Vehicle Fuel	1471.89			
		03/04/22	174018	01-13.C222	Lab Vehicle Fuel	66.57			
		03/04/22	174018	01-14.C222	SS Vehicle Fuel	1547.36			
		02/28/22	C2027270001	01-12.B102	WWTC Water Usage	780.79			
		02/28/22	C2027271001	01-11.B102	Admin Water Usage	33.25	7576.44	063440	
		DUPAGE COUNTY RECORDER	D000620	02/14/22	40398627	01-11.B121	Lien Releases	11.00	
02/14/22	40398653			01-11.B121	Lien Releases	34.00	45.00	063441	
EXODUS TECHNOLOGY SERVICE	E000480	02/10/22	22-113	01-11.B124	January IT Support	3336.25			
		03/01/22	220122	01-11.B124	IT Services	2550.00	5886.25	063442	
EYE MED VISION CARE	E000600	03/01/22	165174475	01-17.E455	Vision Insurance	472.59	472.59	063443	
FIRST ADVANTAGE	F000130	02/28/22	2501442202	01-12.B117	Drug Screening	9.11			
		01/31/22	2501572201	01-12.B117	Drug Screening	68.06			
		01/31/22	2501572201	01-14.B117	Drug Screening	34.03	111.20	103839	
FIRST ENVIRONMENTAL LAB	F000140	02/28/22	166487	01-13.B123	Sulfates Sample	25.20			
		03/04/22	166619	01-13.B123	Sldg Haul Analysis	229.20	254.40	103840	
GASVODA & ASSOCIATES INC.	G000200	01/31/22	INV2200207	01-13.B122	Surcharge Sampler	3315.00	3315.00	063444	
W. W. GRAINGER, INC.	G000520	02/11/22	9187435541	01-11.B116	See Sheet	11.87			
		01/28/22	9194690419	01-12.B812	See Sheet	89.64			
		02/03/22	9200671460	01-12.B113	See Sheet	32.45			
		02/03/22	9200671478	01-12.B512	See Sheet	146.51			
		02/03/22	9201248029	01-12.B512	See Sheet	2.56			
		02/03/22	9201465961	01-11.B115	See Sheet	51.36			
		02/04/22	9202547809	01-12.B116	See Sheet	68.97			
		02/07/22	9204559372	01-12.B810	See Sheet	461.57			
		02/08/22	9204706353	01-12.B512	See Sheet	474.81			
		02/08/22	9205881536	01-11.B113	See Sheet	16.00			
		02/09/22	9206502933	01-12.B113	See Sheet	5.17			
		02/09/22	9206502941	01-12.B512	See Sheet	92.10			
		02/09/22	9207597957	01-12.B116	See Sheet	153.86			
02/10/22	9208300450	01-12.B810	See Sheet	121.72					

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NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO	
		02/11/22	9209566927	01-12.B810	See Sheet	49.83			
		02/11/22	9209566950	01-12.B810	See Sheet	28.44-			
		02/11/22	9209586719	01-12.B810	See Sheet	121.72-			
		02/11/22	9209995720	01-12.B810	See Sheet	28.44			
		02/14/22	9212253471	01-12.B116	See Sheet	67.88			
		02/14/22	9212253489	01-12.B116	See Sheet	75.74			
		02/15/22	9212557798	01-12.B113	See Sheet	9.75			
		02/16/22	9214216633	01-12.B810	See Sheet	16.61			
		02/16/22	9214216641	01-12.B812	See Sheet	76.44			
		02/16/22	9215464455	01-12.B512	See Sheet	92.75			
		02/21/22	9219970275	01-12.B510	See Sheet	44.15			
		02/22/22	9220558754	01-15.B523	See Sheet	155.46			
		02/22/22	9221403273	01-15.B524	See Sheet	7265.00			
		02/22/22	9221403281	01-12.B810	See Sheet	30.10			
		02/22/22	9222190192	01-12.B113	See Sheet	231.80			
		02/23/22	9223631418	01-12.B113	See Sheet	63.70			
		02/25/22	9225482497	01-12.B116	See Sheet	32.68			
		03/01/22	9229222260	01-12.B503	See Sheet	127.27			
		03/02/22	9230779804	01-12.B512	See Sheet	11.15			
		03/02/22	9231214553	01-12.B113	See Sheet	58.20			
		03/03/22	9231327389	01-12.B507	See Sheet	16.47			
		03/03/22	9231327397	01-12.B512	See Sheet	51.20	10083.05	103841	
W. W. GRAINGER, INC.	G000520	03/03/22	9232171687	01-12.B116	See Sheet	5.08			
		03/03/22	9232664178	01-12.B113	See Sheet	155.40			
		03/07/22	9234598770	01-12.B512	See Sheet	23.68			
		03/07/22	9234598796	01-12.B512	See Sheet	20.20			
		03/07/22	9234598812	01-12.B512	See Sheet	107.98			
		03/07/22	9235614261	01-12.B504	See Sheet	126.47			
		03/08/22	9236746500	01-12.B512	See Sheet	56.20	495.01	103842	
HML, INC.	H000035	02/04/22	90481	01-13.B123	November Pathogens	1000.00	1000.00	063445	
HARBOR FREIGHT TOOLS	H000060	01/25/22	973595	01-12.B116	Ops Supplies	305.39			
		01/28/22	973913	01-12.B116	Painting Supplies	45.96	351.35	063446	
ALAN HARTIGAN	H000144	03/06/22	Reimburse	01-14.B117	Boots	64.64	64.64	103843	
HOME DEPOT	H000400	02/16/22	0011211	01-12.B812	See Sheet	21.96			
		03/08/22	0011969	01-14.B115	See Sheet	17.74			
		02/09/22	064927	01-14.B115	See Sheet	25.96			
		02/24/22	2011443	01-12.B502	See Sheet	137.74			
		02/14/22	2052203	01-14.B115	See Sheet	127.94			
		02/14/22	2065347	01-12.B810	See Sheet	34.82			
		02/24/22	2361830	01-12.B811	See Sheet	47.39			
		02/09/22	36506759	01-12.B512	See Sheet	614.00			
		02/21/22	5525233	01-12.B812	See Sheet	182.86			
		02/10/22	6022638	01-11.B115	See Sheet	20.16			
		02/10/22	6022647	01-12.B510	See Sheet	282.69			
		02/28/22	8024069	01-12.B507	See Sheet	128.46			
		02/17/22	9044102	01-12.B508	See Sheet	62.12	1703.84	063447	

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NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO	
HUDSON ENERGY SERVICES, LLC	H000495	03/04/22	4000008284	01-11.B100	Admin Elec	611.50			
		03/04/22	4000008284	01-12.B100	WWTC Elec	7802.29	8413.79	063448	
HUTTO & SON, INC.	H000540	01/17/22	31955	01-12.B113	Fire Extinguisher Inspect	711.00			
		03/04/22	33147	01-12.B113	Fire Extinguisher Maint	35.00	746.00	063449	
IDEA MARKETING GROUP	I000030	03/01/22	R12206	01-11.B115	Website Hosting Fee	95.00	95.00	063450	
IMPACT NETWORKING INC.	I000400	02/21/22	2440260	01-11.B115	Copies	67.33	67.33	103844	
INFOSEND, INC.	I000415	02/28/22	208205	01-11.B121	Customer Bill Mailings	4519.58	4519.58	103845	
J.J. Keller & Associates, Inc.	J000011	01/21/22	9106656718	01-11.B116	Federal Empl Poster	60.32			
		01/27/22	9106674442	01-11.B116	IL Labor Law Poster	69.35	129.67	063474	
KANSAS CITY LIFE INSURANCE CO	K000045	03/07/22	038399	01-17.E455	Life Insurance	386.98	386.98	103846	
KIPP'S LAWNMOWER SALES	K000180	03/07/22	504178	01-12.B812	Snow Blower Repair	103.95	103.95	063451	
ANGEL LOZADA	L000320	03/01/22	Reimburse	01-14.B117	Boots	82.61	82.61	103847	
MCCANN INDUSTRIES, INC.	M000340	03/01/22	P39823	01-12.B503	Exc Brdg Rail Pads	1132.11	1132.11	063452	
MCMaster-CARR SUPPLY COMPANY	M000360	02/10/22	72789033	01-12.B810	Dig 3 Unison Skid Room Ht	193.86			
		02/01/22	73204304	01-12.B512	Shop Tool	72.38			
		02/23/22	73540825	01-12.B116	Drum Pump-Degreaser	79.51			
		03/01/22	73852835	01-12.B503	Exc Brdg Rail Repairs	61.72			
		03/04/22	74078944	01-12.B505	Raw Pump 3 Repair	142.85	550.32	103848	
MICHAEL G PHILIPP, PC	M000510	02/04/22	1449	01-11.B124	Legal Services	300.00	300.00	063453	
MIDAMERICA ADMINISTRATIVE	M000556	02/03/22	MAR000018844	01-17.E455	Admin Fees	151.50	151.50	103849	
MOTION INDUSTRIES, INC.	M000750	02/24/24	IL10-0000729	01-12.B506	Prim 3&4 Crss Col Gear Rd	4044.40			
		02/24/22	IL10-729696	01-12.B506	Prim Clar 8 Crss Col Motr	445.89			
		03/02/22	IL10-730094	01-12.B506	Prim Clar 3&4 Cross Coll	2968.21			
		02/24/22	IL10729669	01-12.B510	Dig 2 Mixing Sys Repair	66.80	7525.30	103850	
NCPERS GROUP LIFE INSURANCE	N000010	02/10/22	3266032022	01-00.2017	Vol Life Insurance	272.00	272.00	103851	
NALCO WATER PRETREATMENT	N000030	02/28/22	2594403	01-13.B116	Lab Supplies	758.05	758.05	103852	
NAPA AUTO PARTS	N000040	02/07/22	4343-763801	01-12.C225	Auto Parts	44.55	44.55	063454	
NAPCO STEEL, INC.	N000050	02/25/22	455703	01-12.B506	Prim 3&4 Parts	272.50	272.50	103853	
NATIONAL SAFETY COUNCIL	N000140	02/01/22	Membership	01-11.B137	JLG Membership	425.00	425.00	063455	
NEUCO, INC.	N000260	02/08/22	5686061	01-12.B510	Ops Supplies	281.98			
		02/11/22	5697432	01-12.B510	Heat Exch 3 Slg Ht Pmp	2466.80			
		02/24/22	5732952	01-12.B802	Hypo Bldg Fan	63.81	2812.59	103854	
NICOR GAS	N000330	02/14/22	15876210004	01-12.B101	Plant 1 Gas	583.78			
		02/14/22	44976210003	01-12.B101	Chem Feed Gas	578.88			
		02/15/22	51006900008	01-12.B101	Plant 2 Gas	396.62			
		02/14/22	54976210002	01-11.B101	Admin Gas	408.67			
		02/14/22	87801017812	01-12.B101	Walnut House Gas	374.70	2342.65	063456	
NISSEN ENERGY INC	N000350	02/03/22	262	01-12.B513	CHP 1&2 Supplies	245.84	245.84	103855	
NORTHERN ILLINOIS UNIVERSITY	N000555	01/05/22	DCE011885	01-11.B117	JLG OSHA Course	825.00	825.00	063457	
ATLAS FORMS & GRAPHICS	N000700	01/31/22	157916	01-11.B120	User Refund Checks	315.16	315.16	063458	
PACE ANALYTICAL	P000010	02/16/22	2240112616	01-13.B123	Feb NPDES Testing	115.00	115.00	103856	
PETTY CASH	P000350	03/09/22	Cash Box	01-11.B119	Postage Due	6.65			
		03/09/22	Cash Box	01-12.B116	MSB Supplies	96.30			
		03/09/22	Cash Box	01-12.B117	NP Webinar	25.00	127.95	063459	
PIRTEK O'HARE	P000380	02/03/22	BO-T00007934	01-12.B501	Auger Parts	165.06			
		02/17/22	BO-T00008106	01-12.B501	Tract 332 Hydrlic Hose Rep	275.12			

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NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
		02/21/22	BO-T00008136	01-12.B512	MSB Pressure Washer Hose	155.45	595.63	063460
POLYDYNE INC.	P000395	02/21/22	1618856	01-12.B402	Belt Press Polymer	1257.57		
		02/25/22	1619570	01-12.B402	Belt Press Polymer	2515.14	3772.71	103857
PORTABLE JOHN, INC	P000410	03/03/22	261743	01-12.B812	Port A Potty WWTC	187.07	187.07	103858
PRINCIPAL LIFE INSURANCE CO	P000650	02/15/22	1093099	01-17.E455	Dental Insurance	2741.34	2741.34	103859
QUADIENT LEASING	Q000250	02/21/22	N9288979	01-11.B115	Postage Meter Lease	462.54	462.54	103860
RAINBOW ELECTRIC, LLC	R000070	02/11/22	1213720	01-12.B505	Raw Sewage VFD2 Replace	365.00	365.00	103861
RED WING SHOE STORE	R000180	01/12/22	45-1-111642	01-12.B117	BS Boots	195.49	195.49	103862
RENTALMAX ADMINISTRATION	R000250	02/28/22	518143-5	01-12.B116	Fork Lift Fuel	33.69	33.69	063475
Republic Services #551	R000264	02/15/22	305513001136	01-12.B102	Grit Screen Dumpster	893.57		
		02/28/22	551015370324	01-12.B102	Grit Screen Dumpster	1167.79	2061.36	063461
SEAWAY SUPPLY CO.	S000200	02/15/22	178821-01	01-12.B116	MSB Supplies	68.00		
		02/14/22	178886	01-12.B512	Maint Repair Supplies	117.86		
		02/15/22	179357	01-12.B116	MSB Supplies	327.73		
		02/17/22	179357-01	01-12.B113	Gloves	38.00		
		03/08/22	179648	01-12.B512	MSB Supplies	262.14		
		03/08/22	180129	01-13.B116	Lab Supplies	80.00	893.73	103863
SEYFARTH SHAW	S000280	02/11/22	3897709	01-11.B124	Legal Services	550.00	550.00	103864
CARLY SHAW	S000305	02/26/22	Reimburse	01-11.B115	Zoom Subscription	40.00	40.00	103865
SOLENIS LLC	S000450	02/01/22	131936693	01-12.B402	WAS Thickener Polymer	2928.24		
		02/28/22	131955464	01-12.B402	WAS Thickener Polymer	2928.24	5856.48	103866
STENSTROM PETROLEUM	S000670	02/07/22	S172507	01-12.B513	Undgrd Strg Tnk Inspectn	1225.00	1225.00	063462
STEPHENS PLUMBING AND	S000680	01/27/22	243238	01-14.B910	Shear Repair	453.10		
		02/03/22	243445	01-14.B910	Shear Repair	367.85		
		02/06/22	243486	01-14.B910	Emergency Shear Repair	1337.05		
		02/07/22	243541	01-14.B910	Shear Repair	374.50		
		02/09/22	243602	01-14.B910	Shear Repair	386.40		
		02/17/22	243849	01-14.B910	Shear Repair	536.00	3454.90	063463
SUBURBAN DOOR CHECK & LOCK	S000850	02/09/22	IN544991	01-12.B116	Duplicate Key	2.50	2.50	103867
SUBURBAN LIFE PUBLICATIONS	S000867	02/28/22	10071278	01-11.B124	Legal Publications	949.26	949.26	063464
TALLMAN EQUIPMENT COMPANY INC.	T000040	01/31/22	3309617	01-12.B513	Stanley Power Unit Filter	187.65	187.65	063465
TERRACE SUPPLY COMPANY	T000250	01/31/22	01032033	01-12.B116	Cylinder Rentals	55.80		
		02/28/22	01032985	01-12.B116	Cylinder Rentals	50.40	106.20	103868
USABLUEBOOK	U000150	03/02/22	896367	01-13.B114	Lab Chemicals	816.44	816.44	063466
UNO CONSTRUCTION CO., INC.	U000450	11/18/21	1256	01-12.B513	Fire Hydrant Replacement	3739.19		
		02/28/22	8	01-14.B910	BSSRAP Projects	79879.65	83618.84	103869
VWR INTERNATIONAL INC.	V000030	01/31/22	8807417629	01-13.B114	Lab Chemicals	163.87		
		02/09/22	8807516774	01-13.B116	Lab Supplies	276.13		
		02/10/22	8807537236	01-13.B116	Lab Supplies	165.26		
		02/17/22	8807607388	01-13.B116	Lab Supplies	165.26	770.52	063467
VERIZON WIRELESS	V000135	03/01/22	542042956	01-12.B112	WWTC Tablets	118.05		
		03/01/22	542042956	01-14.B112	SS Tablets	87.48		
		03/01/22	542042956	01-15.B112	LS Tablets	36.01		
		02/28/22	785846626	01-11.B112	Admin Cell Service	389.66		
		02/28/22	785846626	01-12.B112	WWTC Cell Service	2925.68		
		02/28/22	785846626	01-13.B112	Lab Cell Service	148.29		

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NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO	
		02/28/22	785846626	01-14.B112	SS Cell Service	536.17			
		02/28/22	785846626	01-15.B112	LS Cell Service	274.14	4515.48	063468	
VOGELSANG	V000300	02/17/22	50011884	01-12.B506	Prim Sldg Grinder Seals	5438.68	5438.68	103870	
WAGNER COMMUNICATIONS, INC	W000070	03/01/22	220300062	01-11.B112	Answering Service	195.10	195.10	103871	
WASTE MANAGEMENT	W000170	02/28/22	31304-4719-0	01-12.B102	Garbage & Recycling	396.86	396.86	063476	
WESTFAX	W000350	03/01/22	1388555	01-11.B112	EFax Service	8.99	8.99	103872	
WEST SIDE TRACTOR SALES CO.	W000380	02/07/22	N18140	01-12.B501	Oil Change JD Loader	258.89			
		02/07/22	N18149	01-12.B501	Returned Filter	8.92-			
		02/10/22	N18385	01-12.B501	JD Loader Part	43.41			
		02/14/22	N18540	01-12.B501	Loader Parts	121.12			
		02/16/22	N18671	01-12.B501	Loader Parts	227.10	641.60	063469	
VILLAGE OF WESTMONT	W000450	02/24/22	717434	01-11.B121	Water Meter Readings	370.01	370.01	063470	
YRC FREIGHT	Y000200	02/15/22	648-134454X	01-12.B513	Shipping For Part Repair	247.00	247.00	063471	
						=====	=====		
					Total Payments:	226479.56	226479.56		
					ACH Payments Total:	159077.67	.00		
					Check Payments Total:	67401.89	226479.56		

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NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
AT & T MOBILITY	A000085	02/16/22	831873915	01-15.B112	LS Cell Dialer	54.58	54.58	063419
CHASE	B000050	02/14/22	PR 02/05/22	01-00.2000	Federal Taxes	9015.92		
		02/14/22	PR 02/05/22	01-00.2002	Empl Soc Sec Tax	6370.69		
		02/14/22	PR 02/05/22	01-17.E461	Emplr Soc Sec Tax	6370.81	21757.42	103809
CHASE	B000050	02/18/22	SPR 02/15/22	01-00.2000	Federal Taxes	3431.18		
		02/18/22	SPR 02/15/22	01-00.2002	Empl Soc Sec Tax	2404.07		
		02/18/22	SPR 02/15/22	01-17.E461	Emplr Soc Sec Tax	2404.10	8239.35	103810
CHASE	B000050	02/25/22	PR 02/19/22	01-00.2000	Federal Taxes	9184.51		
		02/25/22	PR 02/19/22	01-00.2002	Empl Soc Sec Tax	6390.33		
		02/25/22	PR 02/19/22	01-17.E461	Emplr Soc Sec Tax	6390.36	21965.20	103819
CHASE	B000050	03/02/22	SPR 02/28/22	01-00.2000	Federal Taxes	3432.24		
		03/02/22	SPR 02/28/22	01-00.2002	Empl Soc Sec Tax	2404.58		
		03/02/22	SPR 02/28/22	01-17.E461	Emplr Soc Sec Tax	2404.57	8241.39	103822
COMCAST	C000373	02/16/22	1200550568	01-11.B112	Back Up Internet Service	114.90	114.90	063420
COVERALL NORTH AMERICA, INC	C000557	02/16/22	Multiple	01-11.B118	Admin Cleaning Service	429.00		
		02/16/22	Multiple	01-12.B812	MSB Cleaning Service	304.00		
		02/16/22	Multiple	01-13.B116	Lab Cleaning Service	157.00	890.00	103801
D.G. SANIT DIST #XXXXXXXXX1117	D000400	03/16/22	Reimburse	01-00.1001	PR Acct Reimburse	147940.13	147940.13	103825
D.G. SANIT DIST #XXXXXXXXX1114	D000420	03/16/22	Reimburse	01-05.3001	User Refund Acct Reimburs	2296.20	2296.20	103826
DUPAGE CREDIT UNION	D000650	02/11/22	PR 02/05/22	01-00.2013	Empl Authorized W/Holding	2419.00	2419.00	103808
DUPAGE CREDIT UNION	D000650	02/25/22	PR 02/19/22	01-00.2013	Empl Authorized W/Holding	2419.00	2419.00	103818
EYE MED VISION CARE	E000600	02/16/22	165133224	01-17.E455	Vision Insurance	465.80	465.80	063421
W. W. GRAINGER, INC.	G000520	02/16/22	9160220654	01-12.B802	See Sheet	655.44	655.44	103802
HEALTH CARE SERVICE CORP.	H000190	02/25/22	165585	01-17.E455	Health Insurance	47793.76	47793.76	103815
ILLINOIS DEPARTMENT OF REVENUE	I000240	02/14/22	PR 02/05/22	01-00.2001	State Tax	3852.25	3852.25	103811
ILLINOIS DEPARTMENT OF REVENUE	I000240	02/18/22	SPR 02/15/22	01-00.2001	State Tax	1458.76	1458.76	103812
ILLINOIS DEPARTMENT OF REVENUE	I000240	02/25/22	PR 02/19/22	01-00.2001	State Tax	3863.76	3863.76	103820
ILLINOIS DEPARTMENT OF REVENUE	I000240	03/02/22	SPR 02/28/22	01-00.2001	State Tax	1459.08	1459.08	103823
ILLINOIS MUNICIPAL	I000300	03/09/22	Pension	01-00.2003	Empl Pension Deposit	10102.91		
		03/09/22	Pension	01-00.2014	Empl Vol Pension Deposit	9119.05		
		03/09/22	Pension	01-17.E460	Emplr Pension Deposit	20475.25	39697.21	103827
INVOICE CLOUD	I000750	03/10/22	607-2022-2	01-11.B121	Biller Portal Fees	533.70	533.70	103828
KANSAS CITY LIFE INSURANCE CO	K000045	02/16/22	14887	01-17.E455	Life Insurance	386.98	386.98	103803
LSREF4 TURTLE REIT	L000373	02/25/22	Refund	01-05.3001	User Refund On Acct	2314.23	2314.23	063424
LSREF4 TURTLE LLC	L000374	02/25/22	Refund	01-05.3001	User Refund On Acct	2637.60	2637.60	063423
THE MADISON CONCOURSE HOTEL	M000060	03/01/22	Registration	01-14.B117	Room Reservation	174.00	174.00	063426
MIDAMERICA ADMIN HRA ACCOUNT	M000557	02/25/22	Funding	01-17.E455	HRA Acct Funding	600.00	600.00	103817
NCPERS GROUP LIFE INSURANCE	N000010	01/10/22	3266022022	01-00.2017	Voluntary Life Insurance	272.00	272.00	103804
PACKEY WEBB FORD	P000020	02/16/22	159387	01-12.C225	Ops Truck Parts	500.00	500.00	103805
PEERLESS NETWORK, INC	P000175	02/16/22	1214468	01-11.B112	Admin Phone Service	357.09		
		02/16/22	1214468	01-12.B112	WWTC Phone Service	743.62	1100.71	103806
SOCIETY FOR HUMAN	S000440	02/16/22	SO1680911	01-11.B117	Subscription	229.00	229.00	103807
TRANSAMERICA RETIREMENT	T000415	02/11/22	PR 02/05/22	01-00.2026	Def Comp IPPFA	277.71		
		02/11/22	PR 02/05/22	01-00.2027	Def Comp Roth IPPFA	240.00		
		02/11/22	PR 02/05/22	01-00.2028	Def Comp Loan Repay IPPFA	234.80	752.51	103813
TRANSAMERICA RETIREMENT	T000415	02/17/22	SPR 02/15/22	01-00.2026	Def Comp IPPFA	440.57		

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NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO	
		02/17/22	SPR 02/15/22	01-00.2027	Def Comp Roth IPPFA	40.00			
		02/17/22	SPR 02/15/22	01-00.2028	Def Comp Loan Repay IPPFA	77.06	557.63	103814	
TRANSAMERICA RETIREMENT	T000415	02/25/22	PR 02/19/22	01-00.2026	Def Comp IPPFA	279.11			
		02/25/22	PR 02/19/22	01-00.2027	Def Comp Roth IPPFA	200.00			
		02/25/22	PR 02/19/22	01-00.2028	Def Comp Loan Repay IPPFA	234.80	713.91	103821	
TRANSAMERICA RETIREMENT	T000415	03/02/22	SPR 02/28/22	01-00.2026	Def Comp IPPFA	440.31			
		03/02/22	SPR 02/28/22	01-00.2027	Def Comp Roth IPPFA	40.00			
		03/02/22	SPR 02/28/22	01-00.2028	Def Comp Loan Repay IPPFA	77.06	557.37	103824	
TRANS WESTERN	T000434	02/25/22	Refund	01-05.3001	User Refund On Acct	2648.59	2648.59	063425	
U.S. POSTAL SERVICE	U000130	02/03/22	Refill	01-11.B119	Postage Meter Refill	1000.00	1000.00	103816	
UW MADISON	U000140	03/01/22	Registration	01-14.B117	Conference Registration	1095.00	1095.00	063427	
VERIZON WIRELESS	V000135	02/16/22	Multiple	01-11.B112	Admin Cell Service	207.72			
		02/16/22	Multiple	01-12.B112	WWTC Cell & Tablet Servic	1045.29			
		02/16/22	Multiple	01-13.B112	Lab Cell Service	148.29			
		02/16/22	Multiple	01-14.B112	SS Cell & Tablet Service	638.20			
		02/16/22	Multiple	01-15.B112	LS Cell & Tablet Service	310.15	2349.65	063422	
						=====	=====		
					Total Payments:	334006.11	334006.11		
					ACH Payments Total:	322151.76	.00		
					Check Payments Total:	11854.35	334006.11		

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NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
BAXTER & WOODMAN, INC.	B000120	02/18/22	0231768	02-47.0504	Centex PS Replacement	2660.00	2660.00	103873
						=====	=====	
Total Payments:						2660.00	2660.00	
ACH Payments Total:						2660.00	.00	
Check Payments Total:						.00	2660.00	

DATE _____

REVIEWED _____

TRUSTEE APPROVAL _____

PRESIDENT

CLERK

G/L NUMBER	COST ACCTG DESCRIPTION	DEBIT	CREDIT
01-00.1000	CASH		560485.67-
01-00.1001	CASH - PAYROLL ACCOUNT	147940.13	
01-00.2000	FEDERAL TAX WITHHELD	25063.85	
01-00.2001	STATE TAX WITHHELD	10633.85	
01-00.2002	SOCIAL SECURITY WITHHELD	17569.67	
01-00.2003	IMRF WITHHELD	10102.91	
01-00.2005	CLEARING	160.00	
01-00.2013	CREDIT UNION WITHHELD	4838.00	
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION	9119.05	
01-00.2017	VOLUNTARY GROUP LIFE	544.00	
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA	1437.70	
01-00.2027	DEFERRED COMPENSATION WITHHELD - IPPFA ROTH	520.00	
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD	623.72	
01-05.3001	USER RECEIPTS	9896.62	
01-11.B100	ELECTRICITY	770.00	
01-11.B101	NATURAL GAS	408.67	
01-11.B102	WATER, GARBAGE AND OTHER UTILITIES	33.25	
01-11.B110	BANK CHARGES	30.20	
01-11.B112	COMMUNICATION	2270.77	
01-11.B113	EMERGENCY/SAFETY EQUIPMENT	366.23	
01-11.B115	EQUIPMENT/EQUIPMENT REPAIR	4135.35	
01-11.B116	SUPPLIES	187.39	
01-11.B117	EMPLOYEE/DUTY COSTS	1054.00	
01-11.B118	BUILDING AND GROUNDS	1407.40	
01-11.B119	POSTAGE	1006.65	
01-11.B120	PRINTING/PHOTOGRAPHY	315.16	
01-11.B121	USER BILLING MATERIALS	5892.33	
01-11.B124	CONTRACT SERVICES	8989.26	
01-11.B137	MEMBERSHIPS/SUBSCRIPTIONS	425.00	
01-11.C222	GAS/FUEL	115.95	
01-11.C225	OPERATION/REPAIR	127.09	
01-12.B100	ELECTRICITY	11292.18	
01-12.B101	NATURAL GAS	1933.98	
01-12.B102	WATER, GARBAGE AND OTHER UTILITIES	3239.01	
01-12.B112	COMMUNICATION	5039.84	
01-12.B113	EMERGENCY/SAFETY EQUIPMENT	1700.47	
01-12.B116	SUPPLIES	1847.47	
01-12.B117	EMPLOYEE/DUTY COSTS	1240.13	
01-12.B401	CHEMICALS - DISINFECTION	6609.70	
01-12.B402	CHEMICALS - SLUDGE DEWATERING	9629.19	
01-12.B501	EQPT/EQPT REPAIR - BIOSOLIDS AGING & DISPOSAL	3148.77	
01-12.B502	EQPT/EQPT REPAIR - DISINFECTION	137.74	
01-12.B503	EQPT/EQPT REPAIR - EXCESS FLOW	1321.10	
01-12.B504	EQPT/EQPT REPAIR - GRIT REMOVAL	126.47	
01-12.B505	EQPT/EQPT REPAIR - INFLUENT PUMPING	507.85	
01-12.B506	EQPT/EQPT REPAIR - PRIMARY TREATMENT	13169.68	

G/L NUMBER	COST ACCTG DESCRIPTION	DEBIT	CREDIT
01-12.B507	EQPT/EQPT REPAIR - SECONDARY TREATMENT	147.93	
01-12.B508	EQPT/EQPT REPAIR - SLUDGE CONCENTRATION	62.12	
01-12.B510	EQPT/EQPT REPAIR - SLUDGE DIGESTION	6246.47	
01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	3733.97	
01-12.B513	EQPT/EQPT REPAIR - WWTC UTILITIES	8780.85	
01-12.B802	BLDG AND GROUNDS - DISINFECTION	719.25	
01-12.B810	BLDG AND GROUNDS - SLUDGE DIGESTION	786.79	
01-12.B811	BLDG AND GROUNDS - TERTIARY TREATMENT	47.39	
01-12.B812	BLDG AND GROUNDS - WWTC GENERAL	3435.71	
01-12.C222	GAS/FUEL	2866.06	
01-12.C225	OPERATION/REPAIR	611.19	
01-13.B112	COMMUNICATION	296.58	
01-13.B114	CHEMICALS	980.31	
01-13.B116	SUPPLIES	1758.70	
01-13.B122	MONITORING EQUIPMENT	3315.00	
01-13.B123	OUTSIDE LAB SERVICES	1369.40	
01-13.C222	GAS/FUEL	110.01	
01-14.B112	COMMUNICATION	1261.85	
01-14.B115	EQUIPMENT/EQUIPMENT REPAIR	270.99	
01-14.B117	EMPLOYEE/DUTY COSTS	1559.72	
01-14.B901	SEWER SYSTEM REPAIRS - I/I PROGRAM	3082.50	
01-14.B902	SEWER SYSTEM REPAIRS - REPLACEMENT	1591.25	
01-14.B910	SEWER SYSTEM REPAIRS - BSSRAP PROGRAM	83334.55	
01-14.C222	GAS/FUEL	1547.36	
01-14.C225	OPERATION/REPAIR	1727.24	
01-15.B100	ELECTRICITY	3534.45	
01-15.B112	COMMUNICATION	674.88	
01-15.B116	SUPPLIES	45.16	
01-15.B523	EQPT/EQPT REPAIR - EARLSTON	155.46	
01-15.B524	EQPT/EQPT REPAIR - HOBSON	7265.00	
01-15.B529	EQPT/EQPT REPAIR - LIFT STATIONS GENERAL	1053.21	
01-15.B827	BLDG AND GROUNDS - VENARD	142.50	
01-17.E455	EMPLOYEE GROUP HEALTH	52998.95	
01-17.E460	IMRF	20475.25	
01-17.E461	SOCIAL SECURITY	17569.84	
02-00.1000	CASH		2660.00-
02-47.0504	CONSTRUCTION ADMIN/RESIDENT ENG/ARCH SUPRVISN	2660.00	
		=====	
		563145.67	563145.67-

Vendor	Invoice Date	Amount	Coding	Coding Description	Purchase Location	Emp.	Procurement	Project Name (If applicable)	Item Description
Grainger	12/23/21	\$655.44	01-12.B802	BLDG & GROUNDS - DISINFECTION	Delivered	MR		Hypo Chlorite Feed Bldg. Bsmt Heat	Electric heater, mounting bracket, t-stat
Grainger	02/11/22	\$11.87	01-11.B116	ADMIN SUPPLIES	In-Store	MR		Administration Center Supplies	Pendant Flags for Vehicle Auction
Grainger	01/28/22	\$89.64	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	Delivered	AC		WWTC HVAC Filter Replacement	(24) HVAC Filters
Grainger	02/03/22	\$32.45	01-12.B113	WWTC EMERGENCY/SAFETY EQUIPMENT	Delivered	JM		Safety	Lens Covers for Welding Helmets
Grainger	02/03/22	\$146.51	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	AC		Maintenance Repair Supplies	Hardware & Plumbing Supplies
Grainger	02/03/22	\$2.56	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	AC		Supplies	Hex Cap Screw
Grainger	02/03/22	\$51.36	01-11.B115	ADMIN EQUIPMENT/EQUIPMENT REPAIR	Delivered	JPB		Administration Center Key Box	Key Box & Key Tags
Grainger	02/04/22	\$68.97	01-12.B116	WWTC SUPPLIES	Delivered	MM		Ops Supplies	Garden hose nozzle, garden hose jet sprayer
Grainger	02/07/22	\$461.57	01-12.B810	BLDG & GROUNDS - SLUDGE DIGESTION	Delivered	JPB		Digester 3 Gas Skid Room Heating	Hydronic Heater & Cabinet
Grainger	02/08/22	\$474.81	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	CP		Maintenance Repair Supplies	(96) Various Grinding Disks & Cut-Off Wheels
Grainger	02/08/22	\$16.00	01-11.B113	ADMIN SAFETY	Delivered	JLG		Safety	Face Masks
Grainger	02/09/22	\$5.17	01-12.B113	WWTC EMERGENCY/SAFETY EQUIPMENT	Delivered	AC		Safety	Gloves
Grainger	02/09/22	\$92.10	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	CP		Maintenance Repair Supplies	3/8" Lead Caulking Anchors
Grainger	02/09/22	\$153.86	01-12.B116	WWTC SUPPLIES	Delivered	MM		Grease Pits	Replacement Washdown nozzles for the grease pit
Grainger	02/10/22	\$121.72	01-12.B810	BLDG & GROUNDS - SLUDGE DIGESTION	Delivered	MR		Unison Skid Room Heating	Baseboard Heater Cabinet
Grainger	02/11/22	\$49.83	01-12.B810	BLDG & GROUNDS - SLUDGE DIGESTION	In-Store	MR		Digester 3 Gas Skid Room Heating	(3) 1" Iron Unions
Grainger	02/11/22	-\$28.44	01-12.B810	BLDG & GROUNDS - SLUDGE DIGESTION	In-Store	MR		Digester 3 Gas Skid Room Heating	Heater Enclosure End Panel (Return)
Grainger	02/11/22	-\$121.72	01-12.B810	BLDG & GROUNDS - SLUDGE DIGESTION	In-Store	MR		Digester 3 Gas Skid Room Heating	Return Hydronic Heating Enclosure (Miss Parts)
Grainger	02/11/22	\$28.44	01-12.B810	BLDG & GROUNDS - SLUDGE DIGESTION	In-Store	MR		Digester 3 Gas Skid Room Heating	Heater Enclosure End Panel
Grainger	02/14/22	\$67.88	01-12.B116	WWTC SUPPLIES	Delivered	AC		Supplies	5 Gallon Bucket of Truck & Trailer Wash
Grainger	02/14/22	\$75.74	01-12.B116	WWTC SUPPLIES	Delivered	AC		Supplies	5 Gallon Bucket of Vehicle Wash
Grainger	02/15/22	\$9.75	01-12.B113	WWTC EMERGENCY/SAFETY EQUIPMENT	Delivered	AC		Safety Supply	Swivel Hook for Crane Truck
Grainger	02/14/22	\$16.61	01-12.B810	BLDG & GROUNDS - SLUDGE DIGESTION	In-Store	MR		Digester 3 Gas Skid Room Heating	1" Iron Union
Grainger	02/16/22	\$76.44	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	Delivered	RF		WWTC Main Gate	Red Warning Strobe Light
Grainger	02/16/22	\$92.75	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	AC		Maintenance Repair Supplies	Hardware & Plumbing Supplies
Grainger	02/21/22	\$44.15	01-12.B510	EQPT/EQPT REPAIR - SLUDGE DIGESTION	Delivered	MM			Pressure gauges for protective water systems
Grainger	02/14/22	\$155.46	01-15.B523	EQUIP/EQUIP REPAIR - EARLSTON	Delivered	NW		Earlston Force Main Air Relief Valve	2" Stainless Ball Valve
Grainger	02/14/22	\$7,265.00	01-15.B524	EQUIP/EQUIP REPAIR - HOBSON	Delivered	JPB		Hobson Switch Gear P/M	Hobson Switch Gear P/M
Grainger	02/22/22	\$30.10	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	RF		WWTC Main Gate	Reflectors for Safety Sensors
Grainger	02/22/22	\$231.80	01-12.B113	WWTC EMERGENCY/SAFETY EQUIPMENT	Delivered	MM			Nitrile gloves for ops
Grainger	02/23/22	\$63.70	01-12.B113	WWTC EMERGENCY/SAFETY EQUIPMENT	Delivered	CP		Safety Equipment	(2) Welding Jackets
Grainger	02/14/22	\$32.68	01-12.B116	WWTC SUPPLIES	Delivered	MM			Replacement filter for OP station small air purifier
Grainger	03/01/22	\$127.27	01-12.B503	EQPT/EQPT REPAIR - EXCESS FLOW	Delivered	ST			Replacement water solenoid for intermediate pump
Grainger	03/02/22	\$11.15	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	AC		Maintenance Repair Supplies	120 Grit Sanding Cloth 1-1/2" x 30'
Grainger	03/02/22	\$58.20	01-12.B113	WWTC EMERGENCY/SAFETY EQUIPMENT	Delivered	MM			Kneeling pads for Ops and Bio
Grainger	03/03/22	\$16.47	01-12.B507	EQPT/EQPT REPAIR - SECONDARY TREATMENT	In-Store	RF	Trip	Secondary Clarifiers Electronic Shear Pin Panel	Plexi-Glass
Grainger	03/03/22	\$51.20	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	In-Store	RF	Same	Electrical repair Supplies	(10) Rolls Super 33+ Electrical Tape
Grainger	03/03/22	\$5.08	01-12.B116	WWTC SUPPLIES	Delivered	JPB		Supplies	(6) Coin Batteries # 2032
Grainger	03/03/22	\$155.40	01-12.B116	WWTC SUPPLIES	Delivered	MM			Disposable gloves for Bio
Grainger	03/04/22	\$23.68	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	RF		Replacement Drill & Tap Bits	(2) Drill/Tap/Countersink Bits
Grainger	03/07/22	\$20.20	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	RF		Replacement Taps	Replacement Taps
Grainger	03/07/22	\$107.98	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	RF		Replacement Drill & Tap Bits	(2) Cobalt Drill Bits & (6) Drill/Tap/Countersink Bits
Grainger	03/07/22	\$126.47	01-12.B504	EQPT/EQPT REPAIR - GRIT REMOVAL	In-Store	BS		Grit Classifier 1 Motor Replacement	Motor(1), V-Belt(1)
Grainger	03/08/22	\$56.20	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	AC		Shop Welding Tools	(2) 11" Locking C-Clamps
Home Depot	02/16/22	\$21.96	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	BS		Lab Floor Tile Replacement	Kilz Primer & Floor Tile Adhesive
Home Depot	03/08/22	\$17.74	01-14.B115	SEWER SYSTEM EQUIPMENT/EQUIPMENT REPAIR	In-Store	DJ		Locator Batteries	Duracell D Batteries 4 Pack
Home Depot	02/09/22	\$25.96	01-14.B115	SEWER SYSTEM EQUIPMENT/EQUIPMENT REPAIR	In-Store	AH			Snow Shovels
Home Depot	02/24/22	\$137.74	01-12.B502	EQPT/EQPT REPAIR - DISINFECTION	In-Store	NW		Hypochlorite Osec Generator Cleaning	Muriatic Acid Gal. (9)
Home Depot	02/14/22	\$127.94	01-14.B115	SEWER SYSTEM EQUIPMENT/EQUIPMENT REPAIR	In-Store	AH			Measuring Wheel
Home Depot	02/14/22	\$34.82	01-12.B810	BLDG & GROUNDS - SLUDGE DIGESTION	In-Store	BS		Digester 3 Gas Skid Room Shelving	36" Shelving & Brackets
Home Depot	02/24/22	\$47.39	01-12.B811	BLDG & GROUNDS - TERTIARY TREATMENT	In-Store	FF		Filter Building Aluminum Grating Frame Repairs	(4) Tubes of Fuze-It Max Adhesive
Home Depot	02/01/22	\$614.00	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	NW		MSB Lunchroom Refrigerator	Refrigerator
Home Depot	02/21/22	\$182.86	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	CP		B&G Supplies for Garage	Heavy Duty Hose, Shelving, U-Hooks, PVC Cement, Spray Nozzle, Screws, Lumber
Home Depot	02/10/22	\$20.16	01-11.B115	ADMIN EQUIPMENT/EQUIPMENT REPAIR	In-Store	MR		Security Camera Monitor Admin Center	Receptical Cover, Outlet and Box
Home Depot	02/10/22	\$282.69	01-12.B510	EQPT/EQPT REPAIR - SLUDGE DIGESTION	In-Store	ST		Protective water systems	Misc. plumbing parts for protective water systems on all sludge pumps
Home Depot	02/28/22	\$128.46	01-12.B507	EQPT/EQPT REPAIR - SECONDARY TREATMENT	In-Store	ST		Ops Supplies	Misc Plumbing Parts
Home Depot	02/17/22	\$62.12	01-12.B508	EQPT/EQPT REPAIR - SLUDGE CONCENTRATION	In-Store	JM		Concentrators spray water	PVC fittings

DOWNERS GROVE SANITARY DISTRICT

MEMO

TO: Board of Trustees

FROM: Carly Shaw
Administrative Supervisor

DATE: March 15, 2022

RE: Business Insurance Renewals for FY-22-23

Corkill Insurance has been our broker since the renewals for plan year 04/2018 - 04/2019. Mitch Backes has helped the District with our renewals since the beginning and he has provided the renewal numbers for insurance premiums for all of the District's coverages. We are seeing some changes in coverages and premiums due to several factors which will be described in this memo. It is recommended that we shop our coverages every three years as in Mitch's experience, when clients shopped their coverage every year certain carriers eventually stopped quoting the coverage as their time spent preparing and researching quotes didn't come to fruition the first few times. Whereas if you ask for the carriers to quote every few years, it is viewed more favorably by the carriers as a viable opportunity to pick up new business and may even result in the carriers providing more competitive rates. Mitch shopped all coverages in 2021 so we will do so again in 2024 unless the need arises sooner. Some coverages were shopped this year including Cyber Liability, Crime and the Pollution coverage because of requirements carriers have in order to provide adequate coverage. Based on findings, there is an increase of 9.9% in overall premiums for the District.

A large portion of the District's increase this year is due to an increase in the District's Workers Compensation coverage and how that relates to the current experience modifier that has been calculated for the District through one particular year's claims activity (2021). The District also received a credit in past years due to an endorsement mid-term 2020-2021 from a revision to the experience modifier. This credit was taken over two years and is no longer available. An increase in the Property premium is due to reevaluating the property and updating the values placed on each item. This resulted in higher values in turn increasing the premiums.

The Cyber Liability coverage was shopped this year because the District does not yet have the required cyber security measures in place that our current carrier Travelers has. This also resulted in us shopping the Crime coverage as Travelers was the provider for both Cyber and Crime. Selective was among those that quoted the Cyber but the coverage would decrease to \$1 million from the \$2 million that we currently have leaving the District at higher risk. A quote was also received by Cowbell Cyber for \$2 million in coverage at a premium comparable to what the District paid for 2021-2022 coverage to Travelers. The District is working to achieve the security measures needed to meet the needs of the carriers and may be able to obtain more competitive quotes in future years. Crime was quoted by Liberty Mutual and was comparable to the coverage we have through Travelers making it a viable option.

In March of 2019, it was brought to the District's attention that the age of our underground diesel storage tank was beginning to reflect on the insurance coverage and premiums carriers were willing to provide. Our premium had increased at that time and the policy was shopped resulting in much higher premiums and deductibles than our current provider. It was at that time that Mitch Backes of Corkill had encouraged us to investigate an above ground tank to replace our existing tank. By doing so, he felt the cost would be significantly lower to insure and give us more of a fixed

premium for the coverage. Crum & Forster is willing to provide us coverage for the tank, but the coverage limit is significantly reduced to \$20,000 as opposed to \$250,000 we had previously. Other carriers may provide us coverage but upon results of shopping this coverage back in 2019 we received premiums near \$9,000 and deductibles of \$250,000. Staff Engineer along with Operations and Maintenance staff need to investigate our options for replacing this tank to avoid future issues in covering the tank or increased cost to do so.

The overall proposed increase at this time for all lines of coverage is a 9.9% increase (\$19,796) over expiring premiums which would bring the grand total of all premiums for the upcoming year to \$220,435 (with a breakdown of \$126,377 for General Liability and Property/equipment breakdown coverage plus \$94,058 for Workers Comp premium), which is under the amount proposed in the budget for fiscal year 2022-23 (\$231,000).

The following items are attached regarding renewal of these coverages:

- 1) Insurance Premiums History and Comparison from FY 20-21 to FY 22-23;
- 2) Summary of Insurance Coverages assuming renewals are made as staff recommends; and
- 3) Official Quote package provided to the District from Selective Insurance Group, Inc.

I am recommending that the District's existing General Liability, Automobile, Public Officials Liability, Umbrella Liability, Property, and Workers Compensation coverages with Selective be renewed, existing Equipment Breakdown policy with Inland Marine is renewed, Cyber-Liability coverage be moved to Cowbell Cyber, Crime be moved to Liberty Mutual, and the existing Tank Storage Pollution Liability coverage through Crum & Forster is renewed, all at the premiums proposed in this memo.

Attachments

cc: KJR, RTJ, MJS, ARU, MGP

COVERAGES BY FISCAL YEAR BEGINNING
DATED: 03/7/2022

	FY22-23 - SELECTIVE RENEWAL RATES RENEWAL RATES	FY21-22 SELECTIVE EXPIRING RATES	FY21-22 SELECTIVE RENEWAL RATES	FY20-21 SELECTIVE
GENERAL LIABILITY (INCLUDES TERRORISM)	\$13,117	\$12,353	\$12,453	\$11,483
AUTOMOBILE	26,578	25,524	22,923	21,732
PUBLIC OFFICIALS LIABILITY	8,101	8,152	8,102	7,483
UMBRELLA LIABILITY	13,106	13,788	12,255	11,600
FIDELITY AND CRIME	0	50	50	50
TANK STORAGE POLLUTION LIABILITY (CRUM & FORSTER)	1,136	3,726	3,726	3,730
CYBER (COWBELL CYBER)	6,458	5,578	6,660	5,405
CRIME (LIBERTY MUTUAL)	1,083	1,082		
SUBTOTAL	\$69,579	\$70,253	\$66,169	\$61,483
PROPOSED INCREASE AMOUNT:	-\$674			
PERCENT INCREASE OR DECREASE OVER PRIOR YEAR EXCLUDING PROPERTY AND WORKERS COMP	-1.0%	6.2%	7.6%	
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PROPERTY	\$46,374	\$40,139	\$42,239	\$38,084
MOBILE EQUIPMENT	10,424	\$10,162	10,458	\$10,179
PROPERTY SUBTOTAL	\$56,798	\$50,301	\$52,697	\$48,263
PROPOSED INCREASE AMOUNT:	\$6,497			
PERCENT INCREASE OR DECREASE OVER PRIOR YEAR PROPERTY ONLY	12.9%	-4.5%	9.2%	
<hr/>				
SUBTOTAL OF LIABILITY AND PROPERTY	\$126,377	\$120,554	\$118,866	\$109,746
PROPOSED INCREASE AMOUNT:	\$5,823			
PERCENT INCREASE OR DECREASE OVER PRIOR YEAR EXCLUDING WORKERS COMP	4.8%	1.4%	8.3%	
<hr/>				
WORKERS COMPENSATION *	\$94,058	\$86,537	\$86,552	\$96,863
WC PREMIUM CREDIT (\$12,903)	0	-\$6,452	-6,452	-\$6,451
WC TOTAL	\$94,058	\$80,085	\$80,100	\$90,412
PROPOSED INCREASE AMOUNT:	\$13,973			
PERCENT INCREASE OR DECREASE OVER PRIOR YEAR WORKERS COMP ONLY	17.4%	0.0%	-11.4%	
<hr/>				
GRAND TOTAL	\$220,435	\$200,639	\$198,966	\$200,158
PROPOSED INCREASE AMOUNT:	\$19,796			
PERCENT INCREASE OR DECREASE OVER PRIOR YEAR	9.9%	0.8%	-0.6%	

SUMMARY OF DOWNERS GROVE SANITARY DISTRICT INSURANCE COVERAGES

2022-23

<u>Coverage and Limits</u>	<u>Period and Premium</u>	<u>Carrier</u>
Property \$49,892,728/\$783,014	4/14/22-4/14/23 \$56,798	Selective Insurance Group, Inc. Inland Marine (Equip. Breakdown)
General Liability* \$1,000,000/\$2,000,000	4/14/22-4/14/23 \$13,117	Selective Insurance Group, Inc.
Automobile \$1,000,000	4/14/22-4/14/23 \$26,578	Selective Insurance Group, Inc.
Public Officials Liability** \$1,000,000/\$2,000,000	4/14/22-4/14/23 \$8,101	Selective Insurance Group, Inc.
Workers Compensation Statutory Plus \$1,000,000 Employers Liability	4/14/22-4/14/23 \$94,058	Selective Insurance Group, Inc.
Umbrella Liability \$5,000,000	4/14/22-4/14/23 \$13,106	Selective Insurance Group, Inc.
Note: Excess of G/L, Employee Benefits, Public Officials and Auto.		
Crime \$1,000,000	4/14/22-4/14/23 \$1,083	Liberty Mutual
Storage Tank (Diesel) Insurance \$20,000	4/7/22-4/7/23 \$1,136	Crum & Forster Specialty Insurance
Cyber-Liability Insurance \$2,000,000	4/14/22-4/14/23 \$6458	Cowbell Cyber/National Specialty Insurance Company

*Includes Employee Benefits Liability and Terrorism

**Includes Employment Practices Liability



A PROPOSAL PREPARED FOR

Downers Grove Sanitary District

2710 Curtiss St.
Downers Grove, IL 60515

Presented By:

Mitch Backes

Corkill Insurance Agency
25 Northwest Point Boulevard, Suite 625
Elk Grove Village, IL 60007

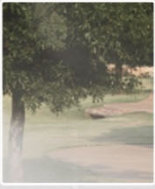
Term:

4/14/2022 - 4/14/2023

Revised 3/7



C O R K I L L
I N S U R A N C E



CORKILL INSURANCE SERVICE TEAM

Your Agents

Mitch Backes

Direct: (847) 427-7759

Email: mbackes@corkillinsurance.com

Cell: (224) 330-9054

Property & Casualty Service Team

Servicing your Commercial policies, including: Property, Liability, Auto, Management Liability

Charlita Hart

Direct: (847) 427-7754

Email: chart@corkillinsurance.com

- Policy maintenance (i.e. adding vehicles)
- Billing and invoices

Todd Jones, SCLA

Direct: (847) 437-3690

Email: tjones@corkillinsurance.com

- Claim Reporting
- Claim follow-up

Rachel Brucki

Direct: (847) 258-0877

Email: rbrucki@corkillinsurance.com

- Human Resources

Christina Anderson

Direct: (847) 437-2983

Email: canderson@corkillinsurance.com

- Safety Services

Mitch Backes

Cell: (224) 330-9054

Email: mbackes@corkillinsurance.com

- Public Entity Managing Director



**C O R K I L L
I N S U R A N C E**

25 Northwest Point Blvd.
Ste. 625
Elk Grove Village,
IL 60007

Phone: (847) 758-1000

Fax: (847) 758-1200

Compensation Disclosure

Corkill Insurance Agency and its individual agents/producers are licensed as insurance producers by the various States where we are transacting insurance, which includes the sale, solicitation, and servicing of insurance business, as well as advising on the relative benefits of certain insurance policies and risk management programs. Our agency typically receives compensation from insurers in the form of commissions paid as a percentage of the premiums due the applicable insurance companies.

Commissions can vary by insurance company, by volume of business placed with that company or the profitability thereof, and other factors. In other cases and depending on various State laws and the capacity in which our agency is acting, our agency may receive other forms of compensation from insurers, insurance intermediaries, premium finance companies and other vendors; such as contingents, overrides, profit-sharing, premium finance fees, expense reimbursements, producer subsidies, award trips, meetings and other incentives. We also earn interest on premiums we hold until it is time to pay the applicable insurance companies. Our overriding desire is to provide great customer service, having you, the customer, believe we have earned our compensation. We believe in full disclosure of our compensation. Accordingly, if you have any questions about the compensation we receive from your policies (including policies we propose to you), please just ask your account representative, who will gladly provide you a summary of our compensation arising from your policies (some estimation may be necessary, for example where contingents are involved).

We thank you for the opportunity to serve and appreciate your interest.

Schedule of Named Insureds

Downers Grove Sanitary District

Carrier Information

Carrier	Line of Coverage	A.M. Best Rating	Admitted Status
Selective Insurance Co.	Package/Work Comp/Cyber	A XIV	Admitted
Ohio Casualty Co. (Liberty)	Crime	A++ XV	Admitted
Crum & Forster Specialty	Pollution/Storage Tank	A XIII	Non-Admitted
National Specialty Ins. Co.	Cyber Liability	A X	Admitted

Level	Category	Level	Category
A++, A+	Superior	B, B-	Fair
A, A-	Excellent	C++, C+	Marginal
B++, B+	Very Good	C, C-	Weak
			S.....Rating Suspended

Financial Size Categories							
FSC I			Up to 1,000	FSC IX	250,000	to	500,000
FSC II	1,000	to	2,000	FSC X	500,000	to	750,000
FSC III	2,000	to	5,000	FSC XI	750,000	to	1,000,000
FSC IV	5,000	to	10,000	FSC XII	1,000,000	to	1,250,000
FSC V	10,000	to	25,000	FSC XIII	1,250,000	to	1,500,000
FSC VI	25,000	to	50,000	FSC XIV	1,500,000	to	2,000,000
FSC VII	50,000	to	100,000	FSC XV	2,000,000	or more	
FSC VIII	100,000	to	250,000				

(In \$000 of Reported Policyholders' Surplus Plus Conditional Reserve Funds)

Best's Insurance Reports, published annually by A.M. Best Company, Inc., presents comprehensive reports on the financial position, history, and transactions of insurance companies operating in the United States and Canada. Companies licensed to do business in the United States are assigned a Best's Rating which attempts to measure the comparative position of the company or association against industry averages.
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GUIDE TO BEST'S FINANCIAL STRENGTH RATINGS – (FSR)

A Best's Financial Strength Rating (FSR) is an independent opinion of an insurer's financial strength and ability to meet its ongoing insurance policy and contract obligations. An FSR is not assigned to specific insurance policies or contracts and does not address any other risk, including, but not limited to, an insurer's claims-payment policies or procedures; the ability of the insurer to dispute or deny claims payment on grounds of misrepresentation or fraud; or any specific liability contractually borne by the policy or contract holder. An FSR is not a recommendation to purchase, hold or terminate any insurance policy, contract or any other financial obligation issued by an insurer, nor does it address the suitability of any particular policy or contract for a specific purpose or purchaser. In addition, an FSR may be displayed with a rating identifier, modifier or affiliation code that denotes a unique aspect of the opinion.

Best's Financial Strength Rating (FSR) Scale

Rating Categories	Rating Symbols	Rating Notches*	Category Definitions
Superior	A+	A++	Assigned to insurance companies that have, in our opinion, a superior ability to meet their ongoing insurance obligations.
Excellent	A	A-	Assigned to insurance companies that have, in our opinion, an excellent ability to meet their ongoing insurance obligations.
Good	B+	B++	Assigned to insurance companies that have, in our opinion, a good ability to meet their ongoing insurance obligations.
Fair	B	B-	Assigned to insurance companies that have, in our opinion, a fair ability to meet their ongoing insurance obligations. Financial strength is vulnerable to adverse changes in underwriting and economic conditions.
Marginal	C+	C++	Assigned to insurance companies that have, in our opinion, a marginal ability to meet their ongoing insurance obligations. Financial strength is vulnerable to adverse changes in underwriting and economic conditions.
Weak	C	C-	Assigned to insurance companies that have, in our opinion, a weak ability to meet their ongoing insurance obligations. Financial strength is very vulnerable to adverse changes in underwriting and economic conditions.
Poor	D	-	Assigned to insurance companies that have, in our opinion, a poor ability to meet their ongoing insurance obligations. Financial strength is extremely vulnerable to adverse changes in underwriting and economic conditions.

* Each Best's Financial Strength Rating Category from "A+" to "C" includes a Rating Notch to reflect a gradation of financial strength within the category. A Rating Notch is expressed with either a second plus "+" or a minus "-".

Financial Strength Non-Rating Designations

Designation Symbols	Designation Definitions
E	Status assigned to insurers that are publicly placed, via court order into conservation or rehabilitation, or the international equivalent, or in the absence of a court order, clear regulatory action has been taken to delay or otherwise limit policyholder payments.
F	Status assigned to insurers that are publicly placed via court order into liquidation after a finding of insolvency, or the international equivalent.
S	Status assigned to rated insurance companies to suspend the outstanding FSR when sudden and significant events impact operations and rating implications cannot be evaluated due to a lack of timely or adequate information; or in cases where continued maintenance of the previously published rating opinion is in violation of evolving regulatory requirements.
NR	Status assigned to insurance companies that are not rated, may include previously rated insurance companies or insurance companies that have never been rated by AM Best.

Rating Disclosure – Use and Limitations

A Best's Credit Rating (BCR) is a forward-looking independent and objective opinion regarding an insurer's, issuer's or financial obligation's relative creditworthiness. The opinion represents a comprehensive analysis consisting of a quantitative and qualitative evaluation of balance sheet strength, operating performance, business profile and enterprise risk management or, where appropriate, the specific nature and details of a security. Because a BCR is a forward-looking opinion as of the date it is released, it cannot be considered as a fact or guarantee of future credit quality and therefore cannot be described as accurate or inaccurate. A BCR is a relative measure of risk that implies credit quality and is assigned using a scale with a defined population of categories and notches. Entities or obligations assigned the same BCR symbol developed using the same scale, should not be viewed as completely identical in terms of credit quality. Alternatively, they are alike in category (or notches within a category), but given there is a prescribed progression of categories (and notches) used in assigning the ratings of a much larger population of entities or obligations, the categories (notches) cannot mirror the precise subtleties of risk that are inherent within similarly rated entities or obligations. While a BCR reflects the opinion of A.M. Best Rating Services, Inc. (AM Best) of relative creditworthiness, it is not an indicator or predictor of defined impairment or default probability with respect to any specific insurer, issuer or financial obligation. A BCR is not investment advice, nor should it be construed as a consulting or advisory service, as such; it is not intended to be utilized as a recommendation to purchase, hold or terminate any insurance policy, contract, security or any other financial obligation, nor does it address the suitability of any particular policy or contract for a specific purpose or purchaser. Users of a BCR should not rely on it in making any investment decision; however, if used, the BCR must be considered as only one factor. Users must make their own evaluation of each investment decision. A BCR opinion is provided on an "as is" basis without any expressed or implied warranty. In addition, a BCR may be changed, suspended or withdrawn at any time for any reason at the sole discretion of AM Best.

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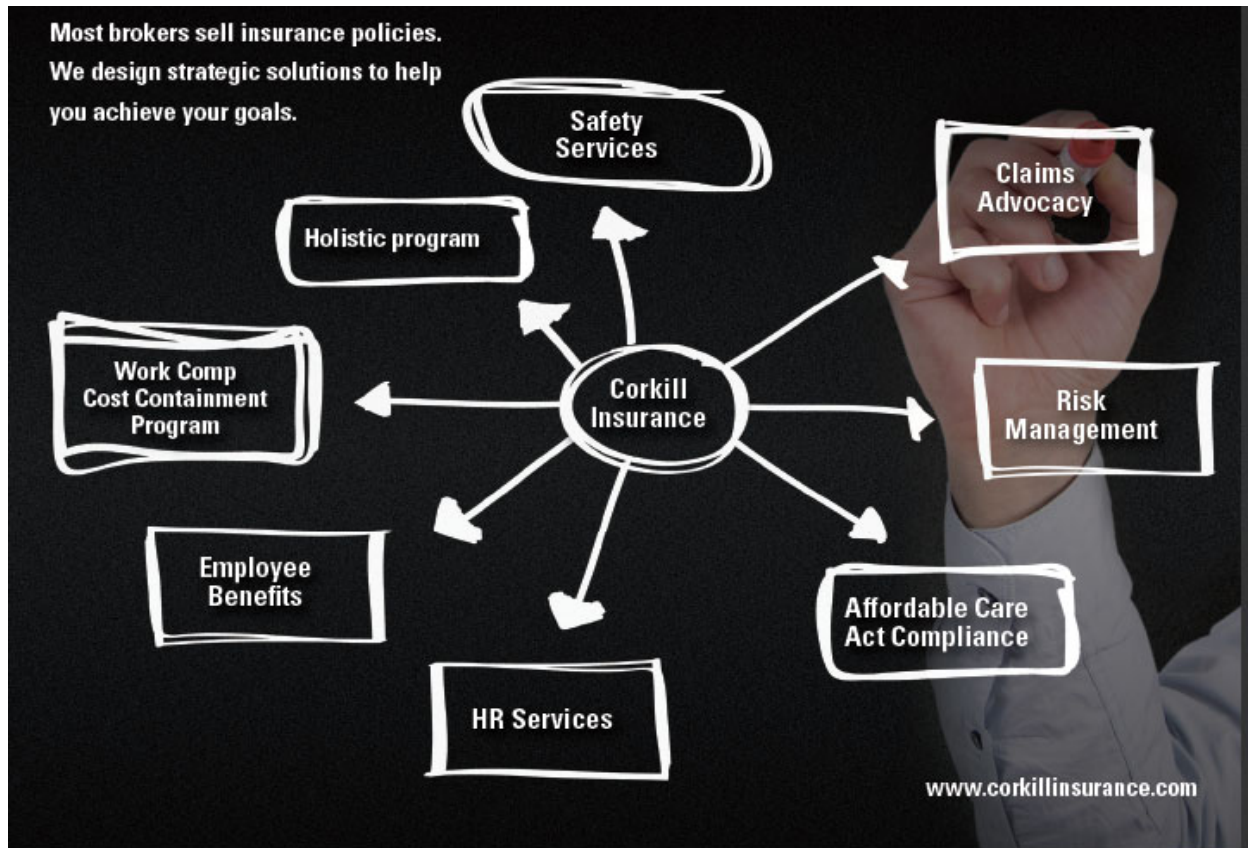
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Version 121719



Service Model

Corkill partners with each client to provide customized solutions by finding the best fit that makes the most sense.



Marketing Service Plan

- Mitch Backes, Agent
- Charlita Hart, Account Manager

- Present the account to the marketplace in the most aggressive manner possible.
- Handle the renewal process; work with carriers to ensure the coverage provided is the most comprehensive and competitive program available and is the most compatible with client need.
- Build a successful and sustaining relationship by providing prompt, accurate and courteous first line customer support.
- Order and issue binders, certificates, policies, endorsements and other related items and verify accuracy.
- Review audits and verify accuracy.
- Provide accurate details and resolution for any billing issues.
- Provide contract review to ensure the coverage requirements are being met for all jobs.
- Provide attention to detail and accurate record keeping.

Safety Service Plan

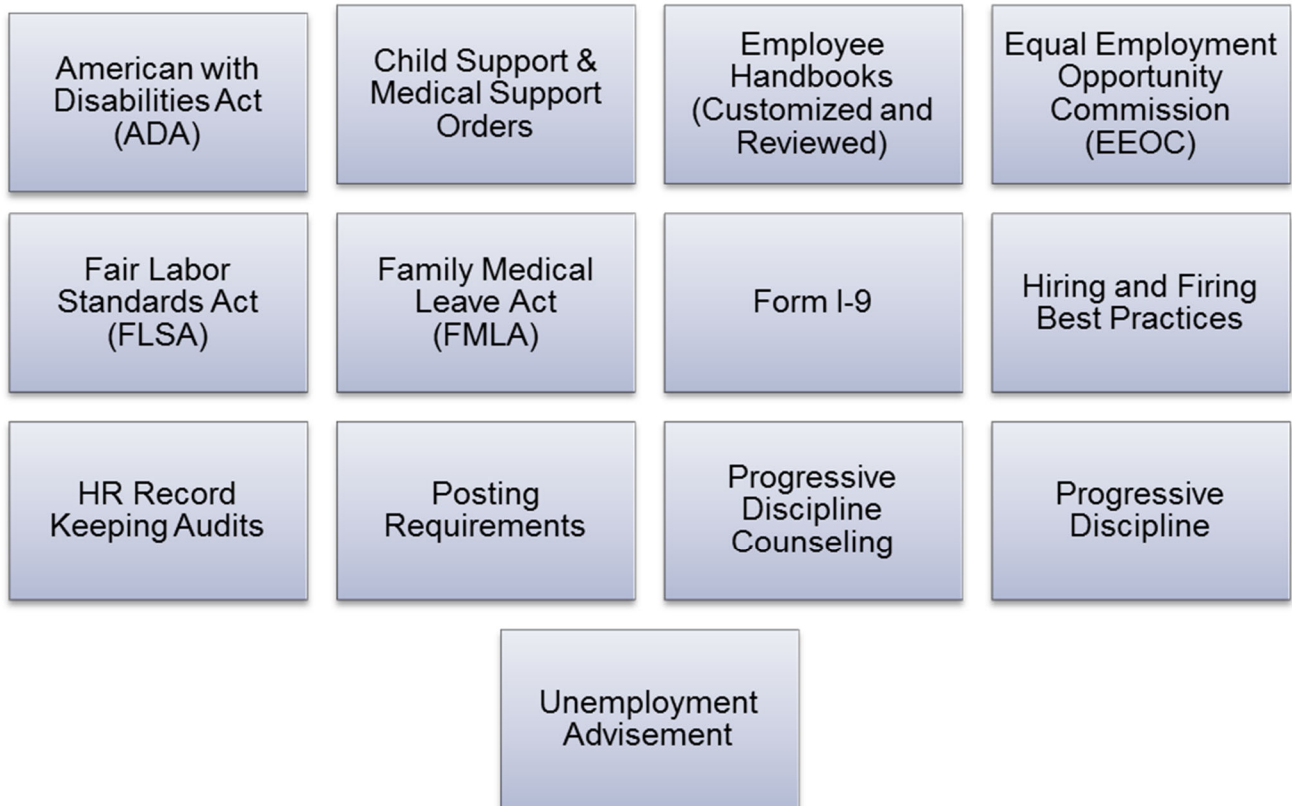
- Christina Anderson, Safety Director

- Provide safety and health training that includes a solid foundation of safety protocol, awareness and practice.
- Work with supervisors and managers as a valuable resource for answers to any questions or provide guidance as needed.
- Provide expertise in governmental regulations and the workings of government agency. inspections and negotiation processes, and act as liaison with government agencies (e.g., OSHA).
- Analyze accidents to identify causes and means for prevention.
- Analyze injury and illness trends to identify and prevent common cause patterns.
- Develop strategies to minimize loss frequency and financial impact of losses.

Human Resource Service Plan

- Rachel Brucki, Human Resources

Compliance Guidelines and Assistance



Claims Service Plan

- Todd Jones, Claims Manager
- Dan Soderlund, Liability Claims Analyst
- Alexis Ford, Workers' Compensation Claims Manager
- Mark Mendenhall, Workers' Compensation Claims Analyst

- Superior technical claim expertise in the areas of Workers' Compensation, General Liability, Product/Operations Liability, Auto Liability, and Property coverages.
- Competitive claim mitigation programs for all lines of business.
- Aggressive claim reporting, follow-up and oversight for all lines of business.
- Regular claim reviews every 30-60 days or as needed.
- Utilization of third party programs to mitigate costs, claims, and OSHA recordable injuries through partnerships with Medcor, CompCorePro, and Corvel at no additional cost.
- Leverage relationships with law firms and mitigation companies as needed.
- Claims adjusting services for minor claims/accidents when claims fall under deductibles.



Location Schedule

Insurance Company: Selective Insurance Company of America
Policy Term: 4/14/2022 - 4/14/2023

Mailing Address
Downers Grove Sanitary District Attn: Amy R. Underwood, P.E. 2710 Curtiss St. Downers Grove, IL 60515

Location	Building	Address	Description
1	1	2710 Curtiss St Downers Grove, IL 60515	Admin Center
2	1	2537 Hobson Rd Downers Grove, IL 60516	Lift Station
3	1	21W042 Finley Rd Downers Grove, IL 60515	Lift Station
4	1	404 W. 63rd Street Westmont, IL 60559	Lift Station
5	1	20W695 Glen Park Rd Lombard, IL 60148	Lift Station
6	1	555 31st St Downers Grove, IL 60515	Lift Station
7	1	3711 Venard Rd Downers Grove, IL 60515	Lift Station
8	1	717 41st St Downers Grove, IL 60515	Lift Station
9	1	41st and Adams Westmont, IL 60559	Lift Station
10	1	6510 Fairmount Ave Downers Grove, IL 60516	Lift Station
11	1	5006 Walnut Ave Downers Grove, IL 60515	Plant Operation
12	1	5006 Walnut Ave Downers Grove, IL 60515	Belt Press Bldg
12	2	5006 Walnut Ave Downers Grove, IL 60515	Sludge Pumping Station
12	3	5006 Walnut Ave Downers Grove, IL 60515	Bisulfite Bldg
12	4	5006 Walnut Ave Downers Grove, IL 60515	Microstrainer Building
12	5	5006 Walnut Ave Downers Grove, IL 60515	Sandfilter Bldg
12	6	5006 Walnut Ave Downers Grove, IL 60515	Plant Switchgear
12	7	5006 Walnut Ave Downers Grove, IL 60515	Maintenance Bldg
12	8	5006 Walnut Ave Downers Grove, IL 60515	Chem Feed/Hypoc
12	9	5006 Walnut Ave Downers Grove, IL 60515	Aerobic Digester

Location	Building	Address	Description
12	10	5006 Walnut Ave Downers Grove, IL 60515	System Garage
12	11	5006 Walnut Ave Downers Grove, IL 60515	Old Chlorine Bldg.
12	12	5006 Walnut Ave Downers Grove, IL 60515	Anerobic Digest
12	13	5006 Walnut Ave Downers Grove, IL 60515	Ops Center
12	14	5006 Walnut Ave Downers Grove, IL 60515	Blower Off Ops
12	15	5006 Walnut Ave Downers Grove, IL 60515	East Pump Blower
12	16	5006 Walnut Ave Downers Grove, IL 60515	Generator Bldg
12	17	5006 Walnut Ave Downers Grove, IL 60515	Raw Sewage Pump
12	18	5006 Walnut Ave Downers Grove, IL 60515	Excess Flow Pump
12	19	5006 Walnut Ave Downers Grove, IL 60515	Grit Bldg
12	20	5006 Walnut Ave Downers Grove, IL 60515	Anerobic Digest
12	21	5006 Walnut Ave Downers Grove, IL 60515	Excess Flow Cla
12	22	5006 Walnut Ave Downers Grove, IL 60515	Outside Big Top
12	23	5006 Walnut Ave Downers Grove, IL 60515	Sludge Pumping Station
12	24	5006 Walnut Ave Downers Grove, IL 60515	Heat Recovery Bldg.
12	25	5006 Walnut Ave Downers Grove, IL 60515	CHP #2
12	26	5006 Walnut Ave Downers Grove, IL 60515	Gas Cleaning Eq
12	27	5006 Walnut Ave Downers Grove, IL 60515	CHP #1
12	28	5006 Walnut Ave Downers Grove, IL 60515	Grease Receiving Station
12	29	5006 Walnut Ave Downers Grove, IL 60515	WAS Thickener

Property

Insurance Company:

Selective Insurance Company of America

Policy Term:

4/14/2022 - 4/14/2023

Cause of Loss Form Used: Special

Special Form: Provides coverage against All Risk of direct physical loss or damage, except those perils that are specifically excluded in the policy.

Loc.	Bldg.	Subject of Insurance	Amount	Deductible	Valuation
0	0	Blanket - Building	\$28,370,884	\$1,000	Replacement Cost
0	0	Blanket - BPP	\$21,521,844	\$1,000	Replacement Cost
0	0	Business Income w Extra Expense	ALS	24 Hours	
Co-Insurance: 100% Building and Contents					

Forms and Endorsements:

- CP 7630 ElitePac® Property Extension Endorsement
- CP 7638 Governmental ElitePac® Property Extension Endorsement
- CP 7639 ElitePac® Schedule – Governmental (lists the coverages & limits)
- CP 0030 Business Income and Extra Expense Coverage Form
- CP 7663 BI-ALS Emergency Services & Governmental 24 Month Limitation Endorsement

Governmental Property Extension

Selective’s Governmental market segment targets towns, cities, villages, boroughs, townships, water and sewer authorities and public libraries. We offer GL, Automobile and Property, as well as Police Professional and Public Officials coverages, Selective also offers a participating (dividend) plan* to governmental entities.

The following forms are included:

- CP 7630 ElitePac® Property Extension Endorsement
- CP 7638 Governmental ElitePac® Property Extension Endorsement ▲ (symbol indicates unique coverages)
- CP 7639 ElitePac® Schedule – Governmental (lists the coverages & limits in the above endorsements)
- CP 0030 Business Income (and EE) Coverage Form
- CP 7663 Emergency Services & Governmental BI-ALS 24 Month Limitation Endorsement

Coverage	Limit [1]
Additional Costs	\$25,000
Additional Property Covered:	
The cost of excavations, grading, backfilling or filling	Included in Bldg Limit
Foundations of buildings, structures, machinery or boilers	Included in Bldg Limit
Personal property while airborne or waterborne	Included in BPP Limit
Underground pipes, flues or drains	Included in Bldg Limit
Arson, Theft and Vandalism Rewards (not applicable in New York)	\$25,000
Automated External Defibrillators ▲	\$10,000
Back Up Of Sewer, Drain Or Sump - Direct Damage	\$100,000
Brands and Labels	Included in BPP Limit
Building Owner - Tenant Move Back Expenses	\$25,000
Business Income – Actual Loss Sustained ES&G - 24 Month Limitation CP 7663	Included
Business Income/Extra Expense Related Additional Coverages:	
Auto Physical Damage Business Income	\$25,000
Back Up Of Sewer, Drain Or Sump - Business Income	\$100,000
Building Owner - Lessor’s Leasehold Interest	\$25,000
Contractual Penalty	\$25,000
Denial of Service	\$25,000
Dependent Properties	\$100,000
Emergency Vacating Expense ▲	\$25,000
Extended Period of Indemnity	180 Days
Food Contamination Shutdown	\$25,000

Governmental Property Extension

Coverage	Limit [1]
Increased Realty Tax Assessment	\$25,000
Ingress or Egress	\$50,000
Newly Acquired Locations - Business Income	\$250,000
Pollutant Clean-up and Removal - Business Income	\$25,000
Project R & D Documentation and Prototypes Business Income	Included in BI Limit
Transit Business Income	\$25,000
Unnamed Premises - Business Income	\$10,000
Utility Services - Time Element - Governmental	\$25,000
Utility Services - Time Element - Emergency Services [2]	Actual Loss Sustained
Business Personal Property Seasonal Increase	10%
Canine Coverage ▲	\$10,000 Per Canine \$25,000 Any One Policy Year
Change of Temperature and Humidity	Included
Claim Expenses	\$50,000
Confiscated Property ▲	\$100,000 Any One Policy Year
Consequential Loss to Stock	Included in Valuation
Debris Removal - Additional Limit - Governmental	\$50,000
Debris Removal - Additional Limit - Emergency Services [2]	Actual Loss Sustained
Deductible (waiver of multiple property deductibles and disappearing deductible) ▲	Included
Deferred Payments	\$25,000
Fire Department Service Charge - Governmental	\$25,000
Fire Department Service Charge - Emergency Services [2]	Actual Service Charge Incurred
Fire Extinguishing Equipment	Actual Loss Sustained
Fungus, Wet Rot, Dry Rot, Bacteria and Virus - Limited Coverage	\$30,000
Grave Markers and Headstones ▲	\$25,000 Per Occurrence \$50,000 Any One Policy Year
Inland Marine Related Coverages:	
Accounts Receivable - Governmental	\$250,000
Accounts Receivable - Emergency Services [2]	Actual Loss Sustained
Commandeered Property ▲	Actual Loss Sustained

Governmental Property Extension

Coverage	Limit [1]
Communication Equipment – Governmental ▲	\$100,000
Communication Equipment - Emergency Services (2) ▲	Actual Loss Sustained
Electronic Information Systems (aka Computer Equipment and Electronic Data) - Governmental	\$100,000
Electronic Information Systems (aka Computer Equipment and Electronic Data) - Emergency Services [2]	Actual Loss Sustained
Fine Arts - Governmental	\$25,000
Fine Arts - Emergency Services [2]	Actual Loss Sustained
Installation Property	\$25,000
Mobile Equipment	\$25,000
Personal Effects - Within the Coverage Territory - Governmental	\$5,000 Per Person \$25,000 Per Occurrence
Personal Effects - Within the Coverage Territory - Emergency Services [2]	Actual Loss Sustained
Personal Effects - Outside the Coverage Territory	\$5,000 Per Person \$25,000 Per Occurrence
Property in Transit - Within the Coverage Territory	\$50,000
Property in Transit - Outside the Coverage Territory	\$10,000
Refrigerated Property - In Transit	\$25,000
Salesperson's Samples - Within the Coverage Territory	\$25,000
Salesperson's Samples - Outside the Coverage Territory	\$10,000
Tools and Equipment	\$10,000
Valuable Papers and Records - Governmental	\$250,000
Valuable Papers and Records - Emergency Services [2]	Actual Loss Sustained
Lock Replacement	\$10,000
Marring and Scratching	Included
Members' and Guests' Property	\$1,000 Per Person \$25,000 Per Occurrence
Newly Acquired or Constructed Property - Building Per Location	\$2,000,000
Newly Acquired or Constructed Property - Business Personal Property Per Location	\$1,000,000
Non-Owned Detached Trailers	\$10,000
Ordinance or Law Coverage:	
Coverage A - Undamaged Parts of a Building	Included in Bldg Limit

Governmental Property Extension

Coverage	Limit [1]
Coverage B - Demolition Cost - Governmental	\$500,000
Coverage B - Demolition Cost - Emergency Services [2]	Actual Loss Sustained
Coverage C - Increased Cost of Construction - Governmental	\$500,000
Coverage C - Increased Cost of Construction - Emergency Services [2]	Actual Loss Sustained
Coverage D - Tenants' Improvements and Betterments - Governmental	\$25,000
Coverage D - Tenants' Improvements and Betterments - Emergency Services [2]	Actual Loss Sustained
Outdoor Property	\$500,000
Outdoor Trees, Shrubs and Plants (\$2,500 any one item)	\$25,000 Per Occurrence \$100,000 Any One Policy Yr.
Personal Property At Unnamed Premises - Within The Coverage Territory	\$100,000
Personal Property At Unnamed Premises - Outside The Coverage Territory	\$10,000
Personal Property of Others	Included in BPP Limit
Pollutant Clean-up and Removal - Governmental	\$25,000
Pollutant Clean-up and Removal - Emergency Services [2]	Actual Expenses Incurred
Premises Boundary Increased Distance	1,500 Feet
Preservation of Property	60 Days
Protective Safeguards Upgrade ▲	\$25,000
Replacement Cost Valuation for Personal Property of Others	Included
Roof Protection ▲	\$500 Any One Roof \$1,000 Any One Policy Year
Selling Price Valuation	Included
Specified Appurtenant Structures ▲	\$100,000 - Public Use \$1,000 - Contents
Spoilage (formerly Refrigerated Property)	\$25,000
Tenant Building and Business Personal Property Coverage Required By Lease	\$25,000
Tenant's Building Glass Liability	Included in BPP Limit
Tenant Lease Assessment	\$5,000
Tenant Leasehold Improvements	\$25,000
Theft Damage to Building	Included in BPP Limit
Theft Limitation Amendments:	

Governmental Property Extension

Coverage	Limit [1]
Furs	\$5,000
Patterns, Dies, Molds and Forms	Included in BPP Limit
Precious Metals	\$10,000
Underground Fiber Optic Cable ▲	\$10,000 Per Occurrence \$50,000 Any One Policy Year
Utility Service - Direct Damage - Governmental	\$50,000
Utility Service - Direct Damage - Emergency Services [2]	Actual Loss Sustained
Voluntary Parting by Trick, Scheme or Device	Included

[1] Bolded limits are market segment specific increased limits.

[2] This limit applies only to your emergency services operations that are not separately insured.

*Results are based on performance and not guaranteed. Participation subject to eligibility requirements.

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Inland Marine

Insurance Company: Selective Insurance Company of America
Policy Term: 4/14/2022 - 4/14/2023

Coverage	Limit	Deductible
Miscellaneous/Unscheduled Equipment	Guaranteed Replacement Cost	\$1,000
Scheduled Portable/Contractors Equipment	\$150,000	\$1,000
Business Income, Rents & Extra Expense Relating to Flood & Earthquake	\$500,000	24 Hour Waiting Period

Flood and Earthquake Coverage – Blanket Coverage

Earthquake Coverage

Occurrence Limit - \$5,000,000 (applies to each "covered location")
 Aggregate Limit - \$5,000,000 (applies to each "covered location") for any one policy period
 Catastrophe Limit - \$10,000,000 (applies to all "covered locations") for any one policy period
 EQ Deductible - \$25,000

Flood Coverage

Occurrence Limit - \$10,000,000 (applies to each "covered location")
 Aggregate Limit - \$10,000,000 (applies to each "covered location") for any one policy period
 Catastrophe Limit - \$10,000,000 (applies to all "covered locations") for any one policy period
 Flood Deductible - \$25,000

Coverage Extensions

Additional Debris Removal Expenses 25% of loss paid plus \$ 10,000
 Emergency Removal 30 Days
 Limited Fungus Coverage \$ 15,000

Supplemental Coverages

Foundations of Buildings, Pilings and Underground Pipes \$100,000
 Newly Acquired Buildings (applies for 90 days) \$100,000
 Ordinance or Law - Undamaged Parts of Building COVERED
 Ordinance or Law - Increased Cost to Repair or Demolish \$100,000
 Personal Property Acquired Locations \$100,000
 Pollutant Clean Up and Removal \$ 25,000
 Property in Transit \$ 50,000

Coverage Options

Masonry Veneer - Covered for Loss caused by Earthquake
 Valuation - Replacement Cost

Inland Marine Schedule

Insurance Company:

Selective Insurance Company of America

Policy Term:

4/14/2022 - 4 /14/2023

No.	Year	Equipment Description	Serial/ID #	Value
1	2015	John Deere 244 Base Wheel Loader #332	1LU244KXAZB039643	\$ 85,154
2	2013	John Deere 244 J Wheel Loader #334		\$ 78,000
3	2017	Deere 544K Wheel Loader		\$154,894
4		6-inch Jaeger Pump (Eng.)	25632F18TH	\$ 10,000
5		4-inch Jaeger Pump 42365	88050010	\$ 3,414
6	2003	6-inch CH&E Diesel Trash Pump	2045215	\$ 15,900
7	2004	6-inch CH&E Diesel Trash Pump	AR70498	\$ 15,900
8	2012	Stanley Hydraulic Pump STSG18B02	80712076	\$ 5,234
9	2006	Stanley Hydraulic Power SM2043101	5307	\$ 7,843
10	2006	Pipehunter Easement Machine	315012062235	\$ 23,203
11	2006	Kaeser Portable Air Compressor M57	1521	\$ 10,621
12	2016	Club Car Carryall 300		\$ 11,022
13	2014	Club Car Carryall #2		\$ 9,598
14	2004	Auger-Dawg G-30	4D087	\$ 11,950
15	2004	Auger-Dawg G-30	4D088	\$ 11,950
16	2009	Auger-Dawg G30A	91093	\$ 14,100
17	2014	Auger-Dawg G-30	4D094	\$ 17,495
18	2016	Toyota Forklift		\$ 23,553
19	2019	Yamaha Electric Cart #3	J0H-0000550	\$ 14,379
20	2019	Skid Steer 272D3 XPS	HX200535	\$ 56,050
21	2019	Auger-Dawg G-30 3F052		\$ 3,856
22	2021	Vermeer TR5300 Trommel Screen	56sM39169MS000155	\$198,898
Total Scheduled:				\$783,014
Contractors Equipment:				\$150,000

Commercial Crime

Insurance Company: Ohio Casualty Company (Liberty Mutual)
Policy Term: 4/14/2022 - 4/14/2023

Loss Discovered Coverage Form

Coverage	Limit	Deductible
Employee Theft	\$1,000,000	\$10,000
Forgery or Alteration	\$1,000,000	\$10,000
Inside The Premises – Theft of Money and Securities	\$1,000,000	\$10,000
Outside The Premises – Money and Securities	\$1,000,000	\$10,000
Computer Fraud	\$1,000,000	\$10,000
Money Orders and Counterfeit Money	\$1,000,000	\$10,000
Funds Transfer Fraud	\$1,000,000	\$10,000
Fraudulently Induced Transfer	\$ 250,000	\$10,000

- Employee Dishonesty includes Faithful Performance of Duties
- Definition of Employee extended to include Non-Compensated Officers and Volunteers

General Liability

Insurance Company:

Selective Insurance Company of America

Policy Term:

4/14/2022 - 4/14/2023

Occurrence Coverage Form

Coverage	Limit
General Aggregate	\$2,000,000
Products/Completed Operations Aggregate	\$2,000,000
Personal/Advertising Injury Limit	\$1,000,000
Each Occurrence	\$1,000,000
Damage to Rented Premises – Each Occurrence	\$1,000,000
Medical Expense Limit – Any One Person	\$ 5,000

Claims Made Coverage Form

Employee Benefits	Limit
General Aggregate	\$2,000,000
Per Occurrence Limit	\$1,000,000
Deductible	\$ 1,000
Retro Date: 4/14/2018	

Special Events & Fundraisers

Rated Upon Request

Additional Coverages

See Next Page

Forms and Endorsements:

CG 73 00 (or CG 73 00NY) ElitePac General Liability Extension Endorsement

CG 73 04 (or CG 73 04NY) Emergency Services and Governmental ElitePac General Liability Extension Endorsement

CG 79 35 Product Recall Expense Coverage Endorsement - \$25,000 Limit

Terrorism Included

Emergency Services and Governmental General Liability Extension

Selective's Emergency Services market segment targets organizations such as: volunteer fire departments, fire districts, rescue squads and volunteer ambulance squads. We offer Property, General Liability, Automobile and Emergency Services Management Liability coverages that are tailored for the emergency services organization. Selective also offers emergency services organizations a participating dividend program*.

Selective's Governmental market segment targets towns, cities, villages, boroughs, townships, water and sewer authorities and public libraries. We offer General Liability, Automobile and Property, as well as Police Professional and Public Officials coverages. Selective also offers a participating dividend program* to governmental entities.

The following forms are included:

- CG 73 00 (or CG 73 00NY, CG 73 00FL) ElitePac® General Liability Extension Endorsement
- CG 73 04 (or CG 73 04NY, CG 73 04FL) Emergency Services and Governmental ElitePac® General Liability Extension Endorsement ▲ (symbol indicates unique coverages)
- CG 79 35 (or CG 79 35NY, CG 79 35FL) Product Recall Expense Coverage Endorsement - \$25,000 Limit

Coverage	Limit
Additional Insured – Primary and Non-Contributory Provision	Included
Blanket Additional Insureds – As Required By Contract	Included
Broad Form Vendors Coverage	Included
Commandeered Mobile Equipment ▲	Included
Commandeered Mobile Equipment – Owner As Additional Insured ▲	Included
Damage To Premises Rented To You (Including Fire, Lightning or Explosion)	\$1,000,000 ▲ (Limit to be shown on Dec Page)
Electronic Data Liability	\$100,000
Emergency Services Errors and Omissions ▲	Included
Employee Definition Amended	Included
Employees As Insureds Amendment ▲	Included
Employees As Insureds Modified	Included
Employer's Liability Exclusion Amended (N/A in NY)	Included
Expected or Intended Injury – Emergency Services or Law Enforcement Activities ▲	Included
Fellow Employee Provision ▲	Included
Functional Additional Insureds ▲	Included
Golf and Tennis Pros As Additional Insureds ▲	Included
Incidental Broadcasting and Publishing ▲	Included
Incidental Garage Operations ▲	Included

Emergency Services and Governmental General Liability Extension

Coverage	Limit
Incidental Malpractice Exclusion modified	Included
Incidental Medical Malpractice ▲	Included
Injunctive Relief Defense Expense (N/A in NY) ▲	\$50,000
Injury to Firemen, Ambulance or Rescue Squad Workers Exclusion ▲	N/A
Knowledge of Occurrence, Claim, Suit or Loss	Included
Law Enforcement Activities Exclusion ▲	N/A
Liberalization Clause	Included
Limited Property Damage – Golf Ball Damage ▲	\$2,500
Medical Liability ▲	Included
Medical Payments Amendments	
Any Insured Amendment	Included
Products Amendment	Included
Mental Anguish Amendment (N/A in NY)	Included
Newly Formed or Acquired Organizations	Included
Non-Accumulation of Limits (N/A in NY or WI)	Included
Non-Owned Aircraft	Included
Non-Owned Watercraft (under 60 feet)	Included
Not-For-Profit Organization Members as Additional Insureds	Included
Personal and Advertising Injury	
Civil Rights Exclusion ▲	N/A
Discrimination Amendment (N/A in NY)	Included
Law Enforcement Activities Exclusion ▲	N/A
Pollution Exclusion Exceptions ▲	
Emergency and Training Operations ▲	Included
Exception for Potable Water ▲	Included
Exception for Water or Wastewater Treatment ▲	Included
Property of Others In Your Care (\$250 Deductible applies)▲	Included
Supplementary Payments Amended	Included
Bail Bonds	\$5,000
Loss of Earnings	\$1,000

Emergency Services and Governmental General Liability Extension

Coverage	Limit
Temporary Liquor Liability ▲	Included
Unintentional Failure To Disclose Hazards	Included
Waiver of Transfer of Rights of Recovery (subrogation)	Included
Waiver of Transfer of Rights of Recovery – Golfing Facility ▲	Included

*Results are based on performance and not guaranteed.

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Cyber Liability

Insurance Company:

Selective Insurance Company of America

Policy Term:

4/14/2022 - 4/14/2023

Claims Made Coverage Form

Insuring Agreement	Limit	Deductible
Policy Aggregate Limit of Liability: Aggregate for all loss, including claims expenses, subject to the following:	\$1,000,000	\$10,000 per occurrence
Information Security and Privacy Liability Aggregate Limit	\$1,000,000	\$10,000
Regulatory Defense and Penalties Aggregate Sublimit	\$100,000	\$10,000
Website Media and Content Liability Aggregate Limit	\$1,000,000	\$10,000
PCI Fines, Expenses and Costs Aggregate Sublimit	\$25,000	\$10,000
Cyber Extortion Aggregate Sublimit	\$50,000	\$10,000
First Party Data Protection Aggregate Sublimit	\$50,000	\$10,000
First Party Network Business Interruption Aggregate Sublimit	\$50,000	Greater of \$10,000 or Income Loss during 12 hour waiting period
Fraudulent Instruction Aggregate Sublimit	\$50,000	\$10,000
Electronic Crime Aggregate Sublimit	\$50,000	\$10,000
Privacy Breach Response Services Aggregate Limit of Coverage		
The Privacy Breach Response Services Aggregate Limit of Coverage is separate from and in addition to the Policy Aggregate Limit of Liability		
Computer Expert Services, Legal Services and Public Relations and Crisis Management Expenses Aggregate Limit	\$250,000	\$10,000
Notified Individuals: Notification Services, Call Center Services and Breach Resolution and Mitigation Services Aggregate Limit	100,000 Notified Individuals	250 Notified Individuals
Retroactive Date: 4/14/2022		

Premium - \$1,000

Public Officials Liability

Insurance Company:

Selective Insurance Company of America

Policy Term:

4/14/2022 - 4/14/2023

Claims Made Coverage Form

Coverage	Limit
Aggregate Limit	\$2,000,000
Per Claim	\$1,000,000
Deductible	\$ 2,500
EP Non-Monetary Defense	\$ 100,000
Public Officials Non-Monetary Defense	\$ 50,000
Limited Civil Legal Expense	\$ 300,000
Lost Wages	\$ 250,000
Retro. Date: 4/14/2018	
Additional Coverages	
Separate Insuring Agreements	
Coverage A Directors & Officers Liability	
Coverage B Employment Practices Wrongful Acts	
Umbrella: Management Liability is Follow Form	

Commercial Automobile

Insurance Company:

Selective Insurance Company of America

Policy Term:

4/14/2022 - 4/14/2023

Coverage	Limit	Per
Bodily Injury & Property Damage	\$1,000,000	CSL Each Accident
Medical Payments	\$ 5,000	Each Person
Uninsured Motorist	\$1,000,000	Each Accident
Underinsured Motorist	\$1,000,000	Each Accident
Physical Damage		
Comprehensive Deductible	\$1,000	
Collision Deductible	\$1,000	
Coverage	Applicable To	
Liability	Any Auto	
Medical Payments	All Owned Autos	
Uninsured Motorist	All Owned Autos	
Underinsured Motorist	All Owned Autos; CSL	
Comprehensive	All Owned Autos	
Collision	All Owned Autos	

Forms and Endorsements:

CA 7809 ElitePac® Commercial Automobile Extension

CA 7810 ElitePac® Commercial Auto Extension Emergency Services Organizations and Governmental Entities

CA 7819 Schedule ElitePac® Commercial Auto Extension Emergency Services Organizations and Governmental Entities

Auto Schedule

No.	Year	Make	Model	VIN	Cost New	Valuation
1	2014	FORD	F150	1FTMF1CFXEFC01415	\$23,670	Actual Cash Value
2	2012	FORD	F350 SUPER DUTY	1FT8X3A65CEC50277	\$32,010	Actual Cash Value
3	2003	FORD	E450/TV UNIT	1FDXE45S83HA67979	\$109,900	Actual Cash Value
4	2015	FORD	F150	1FTMF1C80FFB71022	\$25,420	Actual Cash Value
5	2015	FORD	TRANSIT CONNECT XL	NM0LS7E77F1177070	\$23,130	Actual Cash Value
6	2014	FREIGHTLINER	114SD	1FVHG3CY1EHFX0140	\$311,998	Actual Cash Value
7	2012	HONDA	CIVIC NATURAL GAS	19XFB5F53CE001031	\$26,155	Actual Cash Value
8	2015	FORD	FOCUS SE	1FADP3F24FL342913	\$18,460	Actual Cash Value
9	2013	CHEVROLET	EXPRESS G2500	1GCWGF9D1125077	\$31,565	Actual Cash Value
10	2014	HONDA	CIVIC NATURAL GAS	19XFB5F55EE000434	\$26,640	Actual Cash Value
11	2009	STERLING TRUCK	L 7500	2FZHATBS99AAG4766	\$87,241	Actual Cash Value
12	2015	FORD	TRANSIT T-150	1FTNE1YM4FKB31952	\$29,715	Actual Cash Value
13	2016	FORD	FOCUS S	1FADP3E26GL373227	\$17,170	Actual Cash Value
14	2018	FORD	F150	1FTMF1CB4JFA08779	\$27,380	Actual Cash Value
15	2011	FORD	F250 S. D.	1FTBF2B64BEC78331	\$30,995	Actual Cash Value
16	2014	FORD	F250 S. D.	1FT7X2B65EEA67811	\$34,170	Actual Cash Value
17	2013	FORD	F150	1FTMF1CM6DKG34377	\$23,670	Actual Cash Value
18	2017	FORD	F250 S. D.	1FT7X2B69HEE27716	\$37,670	Actual Cash Value
19	2011	FREIGHTLINER	M2 106 MEDIUM DUTY	1FVACYDT0CDBF2844	\$128,758	Actual Cash Value
20	2015	FREIGHTLINER	M2 106 MEDIUM DUTY	1FVACXDT7FHGL6571	\$88,500	Actual Cash Value
21	2018	FORD	F150	1FTMF1CB6JKE95457	\$27,380	Actual Cash Value
22	2019	FORD	F150 SUPER CAB	1FTEX1CP6KKE17341	\$25,570	Actual Cash Value
23	2020	FORD	F-350	1FDRF3H6XLEC48940	\$32,567	Actual Cash Value
24	2021	FORD	TRANSIT CONNECT	NM0LS7E22M1492294	\$25,655	Actual Cash Value
25	2021	FORD	F150	1FTMF1EB4MKE18314	\$33,585	Actual Cash Value
26	2021	FORD	F150	1FTMF1CB2MKE67367	\$23,893	Actual Cash Value
27	2021	FORD	F150	1FTMF1CB4MKE67368	\$23,754	Actual Cash Value

Emergency Services and Governmental Auto Extension

Selective’s Emergency Services market segment targets organizations such as: volunteer fire departments, fire districts, rescue squads and volunteer ambulance squads. We offer Property, General Liability, Automobile and Emergency Services Management Liability coverages that are tailored for the emergency services organization. Selective also offers emergency services organizations a participating dividend plan*.

Selective’s Governmental market segment targets towns, cities, villages, boroughs, townships, water and sewer authorities and public libraries. We offer General Liability, Automobile and Property, as well as Police Professional and Public Officials coverages. Selective also offers a participating dividend plan* to governmental entities.

The following forms are included:

- CA 7809 ElitePac® Commercial Automobile Extension
- CA 7810 ElitePac® Commercial Auto Extension Emergency Services Organizations and Governmental Entities ▲ (symbol indicates unique coverages)
- CA 7819 Schedule ElitePac® Commercial Auto Extension Emergency Services Organizations and Governmental Entities

Coverage	Limit
Amendments To Section II - Liability Coverage	
Newly Acquired Or Formed Organizations – qualify as named insured if majority owned with no similar insurance available	Included
Limited Liability Companies – members and managers are insureds while using an auto not owned or hired by named insured	Included
Employees As Insureds - while using auto not owned or hired by named insured in named insured's business	Included
Blanket Additional Insureds	Included
Commandeered Auto - Owner As An Insured ▲	Included
Expenses For Bail Bonds And Loss Of Earnings	
Bail Bonds	\$3,000 Per “Accident”
Loss Of Earnings	\$1,000 Per Day
Expected or Intended Injury Amendment - exclusion does not apply in certain circumstances ▲	Included
Employee Indemnification and Employer’s Liability Amendment – exclusion does not apply to volunteer workers not entitled to Workers Compensation coverage	Included
Fellow Employee Coverage – the exclusion is deleted	Included
Care, Custody or Control Amendment - exclusion does not apply to property owned by anyone other than an insured	\$1,000 Per “Accident”; \$500 Deductible Per “Accident”
Commandeered Autos - Care, Custody or Control Amendment – exclusion does not apply during an emergency operation ▲	Included
Pollution Exclusion Amendment - Emergency And Training Operations – exclusion does not apply to emergency or training operations ▲ (N/A in New York)	Included

Emergency Services and Governmental Auto Extension

Coverage	Limit
Primary Non-Owned Coverage for Volunteer Workers and Employees - Emergency Services Organizations – qualify as insureds while using an auto not owned or hired by named insured while in route to, during, or returning directly from emergency scene; this insurance is primary ▲	Included
Non-Ownership Extension - Public Entities – elected or appointed officials and board members are insureds during course of their duties while using an auto not owned or hired by named insured ▲	Included
Amendments To Section III - Physical Damage Coverage	
Towing And Labor Coverage - covers all reasonable towing and labor costs - maximum limit of \$2,500 if tow exceeds 200 miles ▲	Included
Additional Transportation Expenses – for owned autos, subject to certain conditions ▲	\$10,000 Per “Loss”
Newly Acquired Owned Autos - coverage equal to broadest coverage available to any covered auto on DEC, subject to certain conditions ▲	Lesser of \$1,000,000, ACV or cost to repair
Deductible Reimbursement - Volunteer Workers or Employees - Non-Emergency Services Organizations ▲	Lesser of \$1,000 or their deductible
Hired Auto Physical Damage Coverage - coverage equal to broadest coverage available to any covered auto on DEC, with certain conditions; will use OEM parts under certain conditions ▲	Lesser of \$250,000 or ACV or cost to repair
Hired Auto Physical Damage – Loss of Use Expenses ▲	\$50 Per Day up to a maximum of \$1,500
Non-Owned Auto Physical Damage Coverage – for temporary substitute autos, with certain conditions ▲	Included
Auto Physical Damage - Volunteer Workers and Employees – Emergency Services Organizations – includes coverage for special equipment, painting and lettering on their autos if related to emergency operations, subject to certain conditions ▲	\$10,000 Per “Loss”
Auto Loan/Lease Gap Coverage (N/A in New York)	Unpaid amount due on lease or loan, with exceptions
Personal Effects Coverage - for covered personal items in a covered auto at time of theft, no deductible applies	\$500 Per “Accident”
Freezing of Permanently Attached Equipment And Airbag Coverage ▲	Included
Sound Receiving Equipment Coverage – covers installed equipment in owned police, fire or emergency vehicles ▲	Included
Expanded Audio, Visual and Data Electronic Equipment Coverage – coverage applies for telematic devices, GPS and other described electronic equipment	Included, subject to \$50 deductible
Physical Damage Limit Of Insurance – removes restriction for betterment and sublimit of \$1,000 for electronic equipment; also includes coverage for special equipment, painting or lettering on owned autos if related to emergency operations, includes coverage for enhancements if required by new standards ▲	Included

Emergency Services and Governmental Auto Extension

Coverage	Limit
Deductible Amendments - Comprehensive deductible does not apply to fire, lightning, or glass breakage ▲	Included
Rental Reimbursement For Volunteer Workers' And Employees' Personally Owned Vehicles ▲	\$30 Per Day up to a maximum of \$900
Amendments To Section IV - Business Auto Conditions	
Duties In The Event Of Accident, Claim, Suit Or Loss – this condition does not apply unless certain persons have knowledge of the accident, claim, suit or loss	Included
Waiver of Subrogation – blanket waiver when liability has been assumed under an insured contract	Included
Multiple Deductibles – if two or more covered autos involved in loss, only highest deductible applies	Included
Concealment, Misrepresentation Or Fraud – coverage not denied if named insured unintentionally fails to disclose existing hazard	Included
Policy Period, Coverage Territory – covers any type of covered auto hired for 30 days or less anywhere in the world	Included
Two Or More Coverage Forms Or Policies Issued By Us – Deductibles – only the highest applicable deductible will apply	Included
Amendments To Section V – Definitions	
Bodily Injury Including Mental Anguish (N/A in New York)	Included

*Results are based on performance and not guaranteed. Participation subject to eligibility requirements.

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Umbrella

Insurance Company:

Selective Insurance Company of America

Policy Term:

4/14/2022 - 4/14/2023

Umbrella Limits of Liability	Limit
Each Occurrence	\$5,000,000
Annual Aggregate	\$5,000,000
Retention	\$ 0

Underlying Liability Limits	Limit
Automobile Liability – Combined Single Limit	\$1,000,000 Each Accident
General Liability	
General Aggregate	\$2,000,000
Products Completed Operations Aggregate	\$2,000,000
Occurrence	\$1,000,000
Personal & Advertising Injury	\$1,000,000
Employers Liability	
Bodily Injury by Accident	\$1,000,000 Each Accident
Bodily Injury by Disease	\$1,000,000 Policy Limit
Bodily Injury by Disease	\$1,000,000 Each Employee
Employee Benefits Liability	
Each Employee	\$2,000,000
Aggregate	\$1,000,000
Public Officials Liability	
Aggregate	\$2,000,000
Occurrence	\$1,000,000

Worker's Compensation

Insurance Company: Selective Insurance Company of America
Policy Term: 4/14/2022 - 4 /14/2023

Workers' Compensation Benefits (A): States IL

Employers Liability (B):

Bodily Injury by Accident	\$1,000,000	Each Accident
Bodily Injury by Disease	\$1,000,000	Policy Limit
Bodily Injury by Disease	\$1,000,000	Each Employee

Experience Mod 1.32

State	Class Code	Description	Estimated Payrolls	Rate Per \$100 of Payroll	Premiums
IL	7580	Sewage Disposal	\$ 2,266,873	4.39	\$ 99,516
IL	8810	Clerical	\$ 593,704	0.14	\$ 831

Total Estimated Annual Premium	\$ 100,347
Premium for Increased Limits	\$ 1,405
<i>Premium Subject to Exp Mod</i>	\$ 101,752
Premium Adjusted by Exp Mod	\$ 32,561
Schedule Modification 26%	\$ (34,921)
Premium Discount	\$ (8,150)
Expense Constant	\$ 160
IL Assessment	\$ 940
Terrorism	\$ 1,144
Catastrophe	\$ 572

Total \$ 94,058

Rates are based on the payrolls that were provided to Selective. Premium is subject to audit at the end of the policy term. A change in the final payrolls may incur additional premium or a reduction in premium.

Storage Tank Pollution Liability

Insurance Company:

Crum & Forster Specialty Insurance Co.

Policy Term:

4/7/2022 to 4/7/2023

Claims Made Coverage Form

Umbrella Limits of Liability	Limit
Policy Aggregate	\$20,000
Each Confirmed Release Limit	\$20,000
Defense Expense Aggregate Limit	\$ 0

Deductible: \$0 Per Incident

COVERED STORAGE TANK AND LOCATION ENDORSEMENT

<u>Loc</u>	<u>Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Tank</u>	<u>AST/UST</u>	<u>Year</u>	<u>Capacity</u>	<u>Contents</u>	<u>Deductible</u>	<u>Retro Date</u>
# 1	5003 Walnut Ave.	Downers Grove	IL	<u>Code</u> 60515	# 1	UST	<u>Installed</u> 1988	12,000	Diesel	\$ 0	4/7/2014

CYBER COVERAGE WITH CLOSED LOOP RISK MANAGEMENT

Get peace of mind with a Cowbell cyber insurance policy. Cowbell Prime is Cowbell's standalone, admitted cyber insurance program. Our policies are written on AM Best "A" or "A-" rated papers and backed by top global reinsurers.



CYBER INSURANCE MADE EASY

A pioneer in cyber insurance, Cowbell innovates to make cyber insurance easy and brings clarity to cyber coverage for organizations like yours:

- ▶ Get limits and coverages dedicated solely to cyber events
- ▶ Get coverage for multiple categories of cyber threats – not just data breaches
- ▶ Cowbell cyber policies are not "one size fits all" – they are matched to your needs and unique risk exposure

THE UNIQUE COWBELL APPROACH

Gain complete insight into your organization's risk exposure using Cowbell Cyber's early warning system. From risk discovery to remediation, our AI-powered risk resources help you improve your risk profile.





Cowbell Cyber Insurance Quote - Prime 100

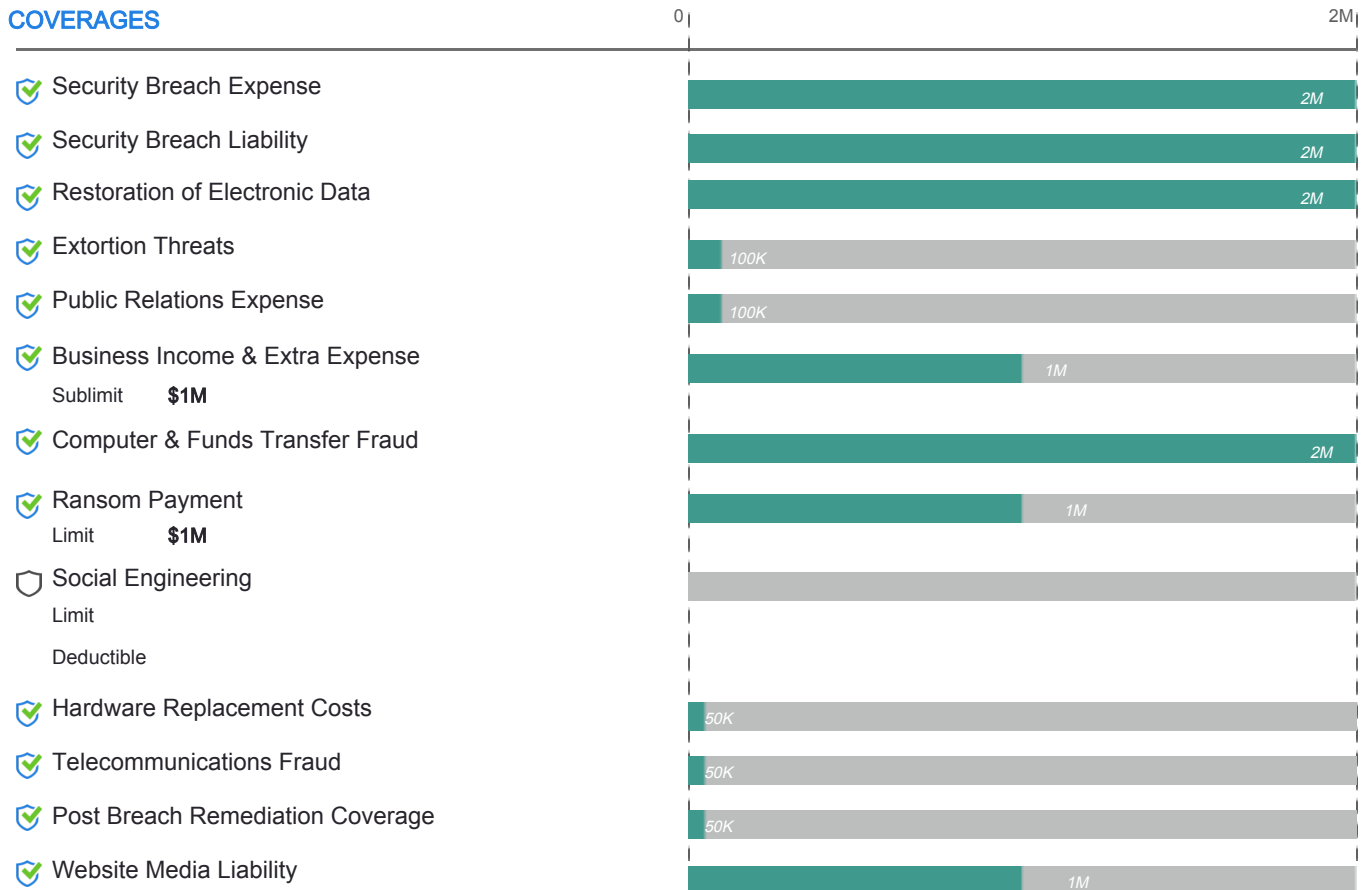
NAMED INSURED	Downers Grove Sanitary District	AGENCY NAME	US Pro Insurance Services
REVENUE	\$9,517,299.70	QUOTE NUMBER	QCB-100-9KX917HT
# OF EMPLOYEES	40		
YEAR ESTABLISHED	1921	EXPIRES ON	2022-04-07 (12:01 AM) <small>Insured Local Time</small>
INSURED STATE	IL		

Thank you for trusting Cowbell for your cyber coverage. Below is the detail of your quoted cyber policy based on the truthfulness and accuracy of the information provided to Cowbell in response to the questions on the insurance application entered into our underwriting system. After quote expiration date, underwriters generally reserve the right to revise the offered quotes. All quotes are subject to signed Cowbell application and confirmation of loss history.

PROPOSED POLICY DETAILS

AGGREGATE LIMIT	\$2,000,000	POLICY PERIOD	03/30/2022 to 03/30/2023
DEDUCTIBLE	\$25,000	ESTIMATED ANNUAL PREMIUM	\$5,958.00
WAITING PERIOD	6 Hrs	BROKER FEES	\$150.00
RETROACTIVE PERIOD	Full Prior Acts	TOTAL AMOUNT	\$6,108.00

COVERAGES





We included below your Cowbell Factors rating which gives you visibility into your security posture, how you compare to peers, and where to improve your security. Cowbell's platform assesses your threats and risk exposure using Cowbell Factors and automatically tailors the coverage offered to your specific business needs. Scores range from 0 to 100, 100 being the highest and representing the lowest level of risk.

AGGREGATE COWBELL FACTORS

68 **COMPANY AGGREGATE**
Downers Grove Sanitary District

Average of all the various Cowbell Factors for this company. This score ranges from 0 to 100, 100 being the highest. A company with a score of 85 represents less risk than one with a score of 64. This ACF is a good metric to benchmark a company against peers, but it is not used for underwriting.

56 **INDUSTRY AGGREGATE (926130)**
Public Administration, Regulation and Administration of Communications, Electric, ...

Measures an industry overall cyber risk factor. This is calculated from the pool of organizations in the Cowbell database for the specific industry. This score ranges from 0 to 100, 100 being the best. An industry with a score of 80 represents less risk than one with a score of 56.

INDIVIDUAL COWBELL FACTORS

66 **NETWORK SECURITY**

Measures the strength of the organization's network infrastructure and whether security best practices are deployed such as use of encryption, secure protocols, patching frequency, and use of threat mitigation tools. This factor also checks for vulnerabilities, malware, misconfigurations and other weaknesses.

67 **FUNDS TRANSFER**

This factor tracks risk markers related to hacking of email and phishing that commonly leads to nefarious activities such as funds transfer.

67 **CLOUD SECURITY**

Measures the strength of an organization's cloud security based on its security practices and footprint on commonly used public clouds and cloud storage (i.e. AWS, Azure, GCP, Box). This factor incorporates configuration for security best practices such as the use of multi-factor authentication.

67 **CYBER EXTORTION**

Measure of an organization's potential exposure to extortion related attacks such as ransomware. This factor shares some data sources with network security and endpoint security presence of malware on the network, patching cadence, use of encryption and more.

71 **ENDPOINT SECURITY**

Measure of endpoints preparedness (servers, mobile devices, IoT endpoints) towards cyberattacks. This factor incorporates the number of endpoints as well as the level of security hygiene applied to them - patching cadence and presence of vulnerabilities or malware.

71 **COMPLIANCE**

Measures an organization's level of compliance to security standards such as CIS (Center of Internet Security) benchmarks, NIST CSF (Cyber Security Framework), CSC-20 (Critical Security Controls), HIPAA, PCI, EU GDPR and CCPA (future).

63 **DARK INTELLIGENCE**

Measure of an organization's exposure to the darknet, taking into account the type and volume of data exposed and its value for criminal activity (examples: stolen credentials, PII).



Cowbell Cyber Coverages - Prime 100



SECURITY BREACH EXPENSE

Coverage for losses and expenses directly associated with recovery activities in the aftermath of a cyber incident. This can include investigation and forensic services, notification to customers, call center services, overtime salaries, post-event monitoring services such as credit monitoring for impacted customers and more.



SECURITY BREACH LIABILITY

Coverage for third party liability directly due to a cyber incident and that the insured becomes legally obligated to pay. This includes defense expenses, compensatory damages, and settlement amounts, and fines or penalties assessed against the insured by a regulatory agency or government entity, or for non-compliance with the Payment Card Industry Data Security Standards.



RESTORATION OF ELECTRONIC DATA

Coverage for the costs to replace or restore electronic data or computer programs in the aftermath of an incident. This can also include the cost of data entry, reprogramming and computer consultation services to restore lost assets.



EXTORTION THREATS

Coverage for loss resulting from an extortion threat that is discovered during the policy period. This can include approved firms and resources that determine the validity and severity of threat, interest costs associated with borrowing for the ransom demand, reward payment that leads to conviction and arrest of party responsible, the ransom payment and other reasonable expenses.



PUBLIC RELATIONS EXPENSE

Coverage for the fees and costs to restore reputation in response to negative publicity following a cyber incident or a security breach. This includes, for example, the fees associated with the hiring of a public relations firm that handles external communications related to the breach.



COMPUTER AND FUNDS TRANSFER FRAUD

Coverage for the losses due to a fraudulent computer operation that causes money (or other property) to be transferred from an insured's account. This also covers losses incurred by a fraudulent instruction directing a financial institution to debit money from the insured's transfer account.



BUSINESS INCOME AND EXTRA EXPENSE

Coverage for the losses and costs associated with the inability to conduct business due to a cyber incident or an extortion threat. Business income includes net income that would have been earned or incurred. Note that business interruptions due to system failure or voluntary shutdown are not covered.



SOCIAL ENGINEERING

Coverage for a loss resulting from a social engineering incident where the insured is intentionally misled to transfer money to a person, place or account directly from good faith reliance upon an instruction transmitted via email by an imposter. A documented verification procedure requirement needs to have been completed in order to be provided coverage.



RANSOM PAYMENTS

Coverage for the reimbursement of the monetary value of any ransom payment made by the insured to a third party in response to a ransom demand to resolve an extortion threat.



HARDWARE REPLACEMENT COSTS

Coverage for the cost to replace computers or any associated devices or equipment operated by the insured that are unable to function as intended due to corruption or destruction of software or firmware, resulting from a cyber incident.



TELECOMMUNICATIONS FRAUD

Coverage for the cost of unauthorized calls or unauthorized use of the insured's telephone system's bandwidth, including but not limited to phone bills.



POST BREACH REMEDIATION COVERAGE

Coverage for labor costs incurred to resolve vulnerabilities or weaknesses in the insured's computer system that are identified by an independent security firm after a cyber incident. Identified upgrades or improvements must reduce the probability or potential damage of a future incident to qualify.



WEBSITE MEDIA LIABILITY

Coverage for a loss and defense expenses from intellectual property infringement, other than patent infringement, related to media content on the company website or its social media accounts only.

Premium Summary

Insurance Company: Selective, Liberty Mutual, Crum & Forster, National Specialty
Policy Term: 4/14/2022 - 4/14/2023

Coverage	Premium
Package/\$1M Cyber Liability	\$118,700
Workers Compensation	\$ 94,058
Crime	\$ 1,083
Pollution	\$ 1,136
Cyber Liability (\$2M option)	\$ 6,458
Total Premium	\$221,435

Terrorism Coverage: Included

Corkill Insurance Agency Services – Added Service Offerings:

- MedCor Telephonic Nurse Triage System Included with addition of Workers' Compensation
- Safety Consultation Services Included
- Human Resources Included
- Claims Consultation Services Included

Selective Customer Self-Service and Billing Options



We understand that each customer has unique needs—that’s why Selective offers a variety of installment plans. Your agent can assist you with selecting a plan that works best with and meets the eligibility requirements for your particular policy. Please note that policies on the same account may have different payment plans and installment fees may apply.

- 1-Pay: Due in full at policy inception
- 2-Pay: Two equal installments due at policy inception and in the 6th month of the policy term
- 4-Pay: Four equal installments due at policy inception and in the 3rd, 6th and 9th months of the policy term
- Quarterly: Four equal installments due quarterly starting at policy inception
- 10-Pay: 19% due at policy inception, the remaining balance billed in nine equal monthly installments

The SelectPay® Advantage (Electronic Funds Transfer)

With our free SelectPay® service, your insurance payments can be automatically deducted from your checking or savings account. Not only will this save you time, but you’ll avoid late fees.

Signing up for SelectPay® is easy – just visit www.selective.com and sign in. Click the “Billing & Payments” tab and then choose the “Pay Bill” link. You will need your policy number and bank account information to complete the transaction.

PaySync® Flexible Payment Program

Get the cash flow flexibility you need with PaySync® for your Selective Workers Compensation (WC) and Commercial Package Policy (CPP). With PaySync® WC, pay your premium installments when you pay your payroll; with PaySync® CPP, premiums are broken down into 12, 24, 26, or 52 payments – your choice during policy issuance. Benefits include:

- No down payments
- PaySync® is simply another pay plan option, so no special underwriting guidelines apply

You’ll need to provide Selective with your payroll information each pay cycle to be eligible to the PaySync® WC program. Payroll information can be submitted by you or a third party, such as an accountant or payroll processor, on your behalf. For more information about the program, please visit selective.com/paysync or contact your agent.

Your time is valuable. Selective lets you manage your policy on your own time through our online Customer Self-Service site. Here you can:

- Pay your bill
- Schedule future payments
- Build and print certificates of insurance
- Print automobile ID cards
- File a claim
- Review, download or print a copy of your policy

Registration is simple. Have your policy or bill handy when you visit www.selective.com and then click “Need a Customer User ID and Password”. Follow the onscreen instructions to answer the three security questions identifying your policy and begin managing your account 24/7.



STATEMENT OF VALUES

DATE (MM/DD/YYYY)
03//04/2022

AGENCY Corkill Insurance Agency 25 Northwest Point Blvd., Ste 625 Elk Grove Village, IL 60007	PHONE (A/C, No, Ext): (847) 758-1000 FAX (A/C, No): (847) 758-1200	COMPANY Selective Insurance Company of America	NAIC CODE: 12572	PAGE 1 OF 7
INSURED / APPLICANT Downers Grove Sanitary District		POLICY NUMBER		EFFECTIVE DATE 04/14/2021
HEADQUARTERS ADDRESS 2710 Curtiss Street Downers Grove, IL 60515				
CODE: 12096	SUBCODE: DOWNGRO-04	COINS %	APPLICABLE CAUSES OF LOSS	SPECIFIC AVERAGE RATE REQUESTED
AGENCY CUSTOMER ID		<input type="checkbox"/> 80%	<input type="checkbox"/> BASIC	<input type="checkbox"/>
		<input type="checkbox"/> 90%	<input type="checkbox"/> BROAD	<input checked="" type="checkbox"/> BLANKET RATE REQUESTED
		<input checked="" type="checkbox"/> 100%	<input checked="" type="checkbox"/> SPECIAL	<input type="checkbox"/>
			<input type="checkbox"/> EARTHQUAKE COV	
			<input type="checkbox"/> FLOOD	
			<input type="checkbox"/> SPRINKLER LEAKAGE EXCL	
			<input type="checkbox"/> VANDALISM EXCL	

APPLICABLE FORM NUMBERS (Attach completed forms and endorsements that require completion to provide necessary information affecting rates or loss costs)

CLASS CODE	LOC #	BLDG #	DESCRIPTION AND ADDRESS OF PROPERTY	ACV/RC ₁	SUBJECT ₂	100% VALUES	RATE OR LOSS COST ₃	PREMIUM
	1	1	DESC: Admin Center ADDRESS: 2710 Curtiss St, Downers Grove, IL 60515	R	B	\$922,888.00		
	1	1	DESC: Admin Center ADDRESS: 2710 Curtiss St, Downers Grove, IL 60515	R	BPP	\$309,946.00		
	2	1	DESC: Lift Station ADDRESS: 2537 Hobson Rd, Downers Grove, IL 60516	R	B	\$296,688.00		
	2	1	DESC: Lift Station ADDRESS: 2537 Hobson Rd, Downers Grove, IL 60516	R	BPP	\$762,711.00		
	3	1	DESC: Lift Station ADDRESS: 21W042 Finley Rd, Downers Grove, IL 60515	R	B	\$123,960.00		
	3	1	DESC: Lift Station ADDRESS: 21W042 Finley Rd, Downers Grove, IL 60515	R	BPP	\$318,692.00		
	4	1	DESC: Lift Station ADDRESS: 404 W. 63rd Street, Westmont, IL 60559	R	B	\$143,245.00		
	4	1	DESC: Lift Station ADDRESS: 404 W. 63rd Street, Westmont, IL 60559	R	BPP	\$369,024.00		
	5	1	DESC: Lift Station ADDRESS: 20W695 Glen Park Rd, Lombard, IL 60148	R	B	\$38,303.00		
	5	1	DESC: Lift Station ADDRESS: 20W695 Glen Park Rd, Lombard, IL 60148	R	BPP	\$158,226.00		
	6	1	DESC: Lift Station ADDRESS: 555 31St St, Downers Grove, IL 60515	R	B	\$38,303.00		
TOTAL						\$	N/A	\$

INSTRUCTIONS

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SIGNATURE

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INSURED'S SIGNATURE: _____

TITLE: _____

DATE: _____



STATEMENT OF VALUES

DATE (MM/DD/YYYY)
06/14/2021

AGENCY Corkill Insurance Agency 25 Northwest Point Blvd., Ste 625 Elk Grove Village, IL 60007	PHONE (A/C, No, Ext): (847) 758-1000 FAX (A/C, No): (847) 758-1200	COMPANY Selective Insurance Company of America	NAIC CODE: 12572	PAGE 2 OF 7
INSURED / APPLICANT Downers Grove Sanitary District		POLICY NUMBER		EFFECTIVE DATE 04/14/2021
HEADQUARTERS ADDRESS 2710 Curtiss Street Downers Grove, IL 60515				
CODE: 12096	SUBCODE:			
AGENCY CUSTOMER ID DOWNGRO-04				
COINS %		APPLICABLE CAUSES OF LOSS		
<input type="checkbox"/> 80%	<input type="checkbox"/> BASIC	<input type="checkbox"/> EARTHQUAKE COV	<input type="checkbox"/> SPECIFIC AVERAGE RATE REQUESTED	
<input type="checkbox"/> 90%	<input type="checkbox"/> BROAD	<input type="checkbox"/> FLOOD	<input checked="" type="checkbox"/> BLANKET RATE REQUESTED	
<input checked="" type="checkbox"/> 100%	<input checked="" type="checkbox"/> SPECIAL	<input type="checkbox"/> SPRINKLER LEAKAGE EXCL		
		<input type="checkbox"/> VANDALISM EXCL		

APPLICABLE FORM NUMBERS (Attach completed forms and endorsements that require completion to provide necessary information affecting rates or loss costs)

CLASS CODE	LOC #	BLDG #	DESCRIPTION AND ADDRESS OF PROPERTY	ACV/RC ₁	SUBJECT ₂	100% VALUES	RATE OR LOSS COST ₃	PREMIUM
	6	1	DESC: Lift Station ADDRESS: 555 31St St, Downers Grove, IL 60515	R	BPP	\$98,472.00		
	7	1	DESC: Lift Station ADDRESS: 3711 Venard Rd, Downers Grove, IL 60515	R	B	\$38,303.00		
	7	1	DESC: Lift Station ADDRESS: 3711 Venard Rd, Downers Grove, IL 60515	R	BPP	\$98,472.00		
	8	1	DESC: Lift Station ADDRESS: 717 41St St, Downers Grove, IL 60515	R	B	\$38,303.00		
	8	1	DESC: Lift Station ADDRESS: 717 41St St, Downers Grove, IL 60515	R	BPP	\$167,295.00		
	9	1	DESC: Lift Station ADDRESS: 41St and Adams, Westmont, IL 60559	R	B	\$38,303.00		
	9	1	DESC: Lift Station ADDRESS: 41St and Adams, Westmont, IL 60559	R	BPP	\$98,472.00		
	10	1	DESC: Lift Station ADDRESS: 6510 Fairmount Ave, Downers Grove, IL 60516	R	B	\$38,303.00		
	10	1	DESC: Lift Station ADDRESS: 6510 Fairmount Ave, Downers Grove, IL 60516	R	BPP	\$137,539.00		
	11	1	DESC: Storage Garage ADDRESS: 5006 Walnut Ave, Downers Grove, IL 60515	R	B	\$164,680.00		
	12	1	DESC: Building A ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$462,175.00		
TOTAL						\$	N/A	\$

INSTRUCTIONS

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DATE: _____



STATEMENT OF VALUES

DATE (MM/DD/YYYY)
06/14/2021

AGENCY Corkill Insurance Agency 25 Northwest Point Blvd., Ste 625 Elk Grove Village, IL 60007	PHONE (A/C, No, Ext): (847) 758-1000 FAX (A/C, No): (847) 758-1200	COMPANY Selective Insurance Company of America	NAIC CODE: 12572	PAGE 3 OF 7
INSURED / APPLICANT Downers Grove Sanitary District		POLICY NUMBER		EFFECTIVE DATE 04/14/2021
HEADQUARTERS ADDRESS 2710 Curtiss Street Downers Grove, IL 60515				
CODE: 12096	SUBCODE:			
AGENCY CUSTOMER ID DOWNGRO-04				
COINS %		APPLICABLE CAUSES OF LOSS		
<input type="checkbox"/>	80%	<input type="checkbox"/>	BASIC	<input type="checkbox"/>
<input type="checkbox"/>	90%	<input type="checkbox"/>	BROAD	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	100%	<input checked="" type="checkbox"/>	SPECIAL	<input type="checkbox"/>
		<input type="checkbox"/>	EARTHQUAKE COV	<input type="checkbox"/>
		<input type="checkbox"/>	FLOOD	<input checked="" type="checkbox"/>
		<input type="checkbox"/>	SPRINKLER LEAKAGE EXCL	<input type="checkbox"/>
		<input type="checkbox"/>	VANDALISM EXCL	<input type="checkbox"/>
		SPECIFIC AVERAGE RATE REQUESTED		
		BLANKET RATE REQUESTED		

APPLICABLE FORM NUMBERS (Attach completed forms and endorsements that require completion to provide necessary information affecting rates or loss costs)

CLASS CODE	LOC #	BLDG #	DESCRIPTION AND ADDRESS OF PROPERTY	ACV/RC ₁	SUBJECT ₂	100% VALUES	RATE OR LOSS COST ₃	PREMIUM
	12	1	DESC: Building A ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$1,323,857.00		
	12	2	DESC: Old Pickup Station ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$32,691.00		
	12	3	DESC: Bisulfite Bldg ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$160,786.00		
	12	3	DESC: Bisulfite Bldg ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$61,440.00		
	12	4	DESC: Building J - Microstrainer ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$871,780.00		
	12	4	DESC: Building J - Microstrainer ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$366,606.00		
	12	5	DESC: Building J - Sandfilter ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$1,052,699.00		
	12	5	DESC: Building J - Sandfilter ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$1,591,921.00		
	12	6	DESC: Building N ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$259,284.00		
	12	6	DESC: Building N ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$286,083.00		
	12	7	DESC: Building D ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$1,548,395.00		
TOTAL						\$	N/A	\$

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STATEMENT OF VALUES

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06/14/2021

AGENCY Corkill Insurance Agency 25 Northwest Point Blvd., Ste 625 Elk Grove Village, IL 60007	PHONE (A/C, No, Ext): (847) 758-1000 FAX (A/C, No): (847) 758-1200	COMPANY Selective Insurance Company of America	NAIC CODE: 12572	PAGE 4 OF 7
CODE: 12096 SUBCODE: AGENCY CUSTOMER ID DOWNGRO-04		INSURED / APPLICANT Downers Grove Sanitary District		POLICY NUMBER
		HEADQUARTERS ADDRESS 2710 Curtiss Street Downers Grove, IL 60515		
		COINS % <input type="checkbox"/> 80% <input type="checkbox"/> 90% <input checked="" type="checkbox"/> 100%	APPLICABLE CAUSES OF LOSS <input type="checkbox"/> BASIC <input type="checkbox"/> BROAD <input checked="" type="checkbox"/> SPECIAL	<input type="checkbox"/> EARTHQUAKE COV <input type="checkbox"/> FLOOD <input type="checkbox"/> SPRINKLER LEAKAGE EXCL <input type="checkbox"/> VANDALISM EXCL
		<input type="checkbox"/> SPECIFIC AVERAGE RATE REQUESTED <input checked="" type="checkbox"/> BLANKET RATE REQUESTED		

APPLICABLE FORM NUMBERS (Attach completed forms and endorsements that require completion to provide necessary information affecting rates or loss costs)

CLASS CODE	LOC #	BLDG #	DESCRIPTION AND ADDRESS OF PROPERTY	ACV/RC ₁	SUBJECT ₂	100% VALUES	RATE OR LOSS COST ₃	PREMIUM
	12	7	DESC: Building D ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$172,033.00		
	12	8	DESC: Building E ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$223,419.00		
	12	8	DESC: Building E ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$738,224.00		
	12	9	DESC: Digesters & Connected Building M ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$4,360,589.00		
	12	9	DESC: Digesters & Connected Building M ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$1,458,806.00		
	12	10	DESC: Building F ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$237,876.00		
	12	10	DESC: Building F ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$419,843.00		
	12	11	DESC: Building L ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$319,799.00		
	12	12	DESC: Anerobic Digest ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$3,950,655.00		
	12	12	DESC: Anerobic Digest ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$689,105.00		
	12	13	DESC: Building H ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$570,003.00		
TOTAL						\$	N/A	\$

INSTRUCTIONS

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ALL VALUES AND LOCATION INFORMATION ARE CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF

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STATEMENT OF VALUES

DATE (MM/DD/YYYY)
06/14/2021

AGENCY Corkill Insurance Agency 25 Northwest Point Blvd., Ste 625 Elk Grove Village, IL 60007	PHONE (A/C, No, Ext): (847) 758-1000 FAX (A/C, No): (847) 758-1200	COMPANY Selective Insurance Company of America	NAIC CODE: 12572	PAGE 5 OF 7	
INSURED / APPLICANT Downers Grove Sanitary District		POLICY NUMBER		EFFECTIVE DATE 04/14/2021	
HEADQUARTERS ADDRESS 2710 Curtiss Street Downers Grove, IL 60515					
CODE: 12096 SUBCODE: AGENCY CUSTOMER ID DOWNGRO-04		COINS % <input type="checkbox"/> 80% <input type="checkbox"/> 90% <input checked="" type="checkbox"/> 100%	APPLICABLE CAUSES OF LOSS <input type="checkbox"/> BASIC <input type="checkbox"/> BROAD <input checked="" type="checkbox"/> SPECIAL	<input type="checkbox"/> EARTHQUAKE COV <input type="checkbox"/> FLOOD <input type="checkbox"/> SPRINKLER LEAKAGE EXCL <input type="checkbox"/> VANDALISM EXCL	<input type="checkbox"/> SPECIFIC AVERAGE RATE REQUESTED <input checked="" type="checkbox"/> BLANKET RATE REQUESTED

APPLICABLE FORM NUMBERS (Attach completed forms and endorsements that require completion to provide necessary information affecting rates or loss costs)

CLASS CODE	LOC #	BLDG #	DESCRIPTION AND ADDRESS OF PROPERTY	ACV/RC ₁	SUBJECT ₂	100% VALUES	RATE OR LOSS COST ₃	PREMIUM
	12	13	DESC: Building H ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$378,861.00		
	12	14	DESC: Blower Off Ops ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$372,776.00		
	12	14	DESC: Blower Off Ops ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$920,960.00		
	12	15	DESC: Building I ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$691,370.00		
	12	15	DESC: Building I ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$2,660,042.00		
	12	16	DESC: Building C ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$472,473.00		
	12	16	DESC: Building C ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$500,000.00		
	12	17	DESC: Building P ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$462,172.00		
	12	17	DESC: Building P ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$2,508,798.00		
	12	18	DESC: Building Q ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$1,171,863.00		
	12	19	DESC: Building O ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	1,300,000.00		
TOTAL						\$	N/A	\$

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STATEMENT OF VALUES

DATE (MM/DD/YYYY)
06/14/2021

AGENCY Corkill Insurance Agency 25 Northwest Point Blvd., Ste 625 Elk Grove Village, IL 60007 CODE: 12096 AGENCY CUSTOMER ID DOWNGRO-04	PHONE (A/C, No, Ext): (847) 758-1000 FAX (A/C, No): (847) 758-1200	COMPANY Selective Insurance Company of America INSURED / APPLICANT Downers Grove Sanitary District HEADQUARTERS ADDRESS 2710 Curtiss Street Downers Grove, IL 60515	NAIC CODE: 12572	PAGE 6 OF 7	POLICY NUMBER EFFECTIVE DATE 04/14/2021
SUBCODE: DOWNGRO-04		COINS % APPLICABLE CAUSES OF LOSS		SPECIFIC AVERAGE RATE REQUESTED	
<input type="checkbox"/> 80% <input type="checkbox"/> BASIC		<input type="checkbox"/> EARTHQUAKE COV		<input type="checkbox"/>	
<input type="checkbox"/> 90% <input type="checkbox"/> BROAD		<input type="checkbox"/> FLOOD		<input checked="" type="checkbox"/> BLANKET RATE REQUESTED	
<input checked="" type="checkbox"/> 100% <input checked="" type="checkbox"/> SPECIAL		<input type="checkbox"/> SPRINKLER LEAKAGE EXCL		<input type="checkbox"/>	
		<input type="checkbox"/> VANDALISM EXCL		<input type="checkbox"/>	

APPLICABLE FORM NUMBERS (Attach completed forms and endorsements that require completion to provide necessary information affecting rates or loss costs)

CLASS CODE	LOC #	BLDG #	DESCRIPTION AND ADDRESS OF PROPERTY	ACV/RC ₁	SUBJECT ₂	100% VALUES	RATE OR LOSS COST ₃	PREMIUM
	12	19	DESC: Building O ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$2,987,287.00		
	12	20	DESC: Anerobic Digest ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$2,250,560.00		
	12	20	DESC: Anerobic Digest ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$380,245.00		
	12	21	DESC: Excess Flow Cla ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$749,116.00		
	12	22	DESC: Metal Storage Building by Big Top ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	PRPIO	\$242,588.00		
	12	23	DESC: Sludge Pu Station ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$243,470.00		
	12	24	DESC: Heat Recovery B ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$32,691.00		
	12	25	DESC: CHP #2 ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$1,300,000.00		
	12	26	DESC: Building G ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	785,375.00		
	12	26	DESC: Building G ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$1,423,884.00		
	12	27	DESC: CHP #1 ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$1,300,000.00		
TOTAL						\$	N/A	\$

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AGENCY Corkill Insurance Agency 25 Northwest Point Blvd., Ste 625 Elk Grove Village, IL 60007	PHONE (A/C, No, Ext): (847) 758-1000 FAX (A/C, No): (847) 758-1200	COMPANY Selective Insurance Company of America	NAIC CODE: 12572	PAGE 7 OF 7
INSURED / APPLICANT Downers Grove Sanitary District		POLICY NUMBER		EFFECTIVE DATE 04/14/2021
HEADQUARTERS ADDRESS 2710 Curtiss Street Downers Grove, IL 60515				
CODE: 12096	SUBCODE:	COINS % APPLICABLE CAUSES OF LOSS <input type="checkbox"/> 80% <input type="checkbox"/> BASIC <input type="checkbox"/> 90% <input type="checkbox"/> BROAD <input checked="" type="checkbox"/> 100% <input checked="" type="checkbox"/> SPECIAL		<input type="checkbox"/> EARTHQUAKE COV <input type="checkbox"/> FLOOD <input type="checkbox"/> SPRINKLER LEAKAGE EXCL <input type="checkbox"/> VANDALISM EXCL
AGENCY CUSTOMER ID DOWNGRO-04				<input type="checkbox"/> SPECIFIC AVERAGE RATE REQUESTED <input checked="" type="checkbox"/> BLANKET RATE REQUESTED

APPLICABLE FORM NUMBERS (Attach completed forms and endorsements that require completion to provide necessary information affecting rates or loss costs)

CLASS CODE	LOC #	BLDG #	DESCRIPTION AND ADDRESS OF PROPERTY	ACV/RC ₁	SUBJECT ₂	100% VALUES	RATE OR LOSS COST ₃	PREMIUM
	12	28	DESC: Builging K - Grease Receiving Station ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	B	\$365,000.00		
	12	29	DESC: Building K - WAS Thickener ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$700,000.00		
	12	28	DESC: Builging K - Grease Receiving Station ADDRESS: 5003 Walnut Ave, Downers Grove, IL 60515	R	BPP	\$135,000.00		
			DESC: ADDRESS:					
			DESC: ADDRESS:					
			DESC: ADDRESS:					
			DESC: ADDRESS:					
			DESC: ADDRESS:					
			DESC: ADDRESS:					
			DESC: ADDRESS:					
			DESC: ADDRESS:					
			DESC: ADDRESS:					
			DESC: ADDRESS:					
			DESC: ADDRESS:					
TOTAL						\$	N/A	\$

INSTRUCTIONS

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- SUBJECT:
B = Building S = Stock F = Furniture & Fixtures M = Machinery
BPP = Your Business Personal Property PPO = Personal Property of Others
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SIGNATURE

ALL VALUES AND LOCATION INFORMATION ARE CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF

INSURED'S SIGNATURE: _____

TITLE: _____

DATE: _____

DOWNERS GROVE SANITARY DISTRICT
MEMO

TO: Board of Trustees

FROM: Carly Shaw
Administrative Supervisor

DATE: March 15, 2022

RE: Bank Account Signature Requirements

The purpose of this Memo is to review the current arrangement of District bank accounts and authorized signers and present the documents necessary to change the authorized signers as a result of the appointment of Jeremy M. Wang on March 1, 2022.

Bank Accounts

The attached Account Summary provides a listing of all bank accounts, restrictions for issuance of checks, and check signature requirements. This arrangement was established to provide a high level of control, requiring three of four signatures of Trustees and the General Manager, on the accounts which have the largest balances at any time – the Deposit Account and the Disbursement Account. The Payroll, Petty Cash and User Refund Checking Accounts are imprest accounts and require only one signature of a staff person. The changes necessary to reflect the new trustee affect the Deposit Account and the Disbursement Account only.

Documents and Actions Required

In order to implement the changes necessary to add Jeremy as an authorized signer on the Deposit Account and the Disbursement Account, the following document and action is required:

- 1) Business Signature Card – There is one Business Signature Card for both the Deposit and Disbursement accounts. Staff will have the signature card at the meeting for the Board Members and General Manager to sign.

I am recommending that the Board make the following motion: *"I move to add Jeremy M. Wang to the District Deposit Account and Disbursement Account as an authorized signer and authorize all signatures to be updated on the Business Signature Card."*

Attachments

cc: KJR, RTJ, MJS, ARU, MGP

DOWNERS GROVE SANITARY DISTRICT
ACCOUNT SUMMARY

February 8, 2022

FUND	ISSUANCE PROCEDURES	CHECK SIGNATURE REQUIREMENTS
General Corporate, Improvement, Construction, Public Benefit and Sewer Extensions Escrow Deposit Acct. No. (JP Morgan Chase & Co.) Disbursement Acct. No. (JP Morgan Chase & Co.)	Funds transferred from deposit account to disbursement account to cover checks issued	Checks for withdrawal from deposit account require three of four: Trustees, General Manager. Checks from disbursement account under \$15,000 -- Require one of four: Trustees, General Manager. Checks from disbursement account for \$15,000 or greater -- Require three of four: Trustees, General Manager.
Payroll Checking Acct. No. (JP Morgan Chase & Co.)	Imprest account reimbursed by General Corporate check in accordance with procedures for same. (Checking account maintains \$277,100 balance.)	All checks require one of two: General Manager, Treasurer.
Petty Cash Checking Acct. No. (JP Morgan Chase)	Same as payroll account. (Checking account maintains \$3,700 balance.)	All checks require one of two: General Manager, Treasurer.
User Refund Checking Acct. No. (JP Morgan Chase)	Same as payroll account. (Checking account maintains \$1,400 balance.)	All checks require one of two: General Manager, Treasurer.
Flexible Benefits Checking Acct. No. (JP Morgan Chase)	Account is funded annually at the start of plan year. (Account is charged through periodic ACH transactions by MidAmerica.)	All checks require one of two: General Manager, Treasurer.

DOWNERS GROVE SANITARY DISTRICT

M E M O

TO: Board of Trustees

FROM: Amy R. Underwood, P.E.
General Manager

DATE: March 11, 2022

RE: Five-Year Financial Plan and Appropriation Ordinance

Attached is a revised cover sheet for the Five-Year Financial Plan for Fiscal Years 2022-2023 to 2026-2027.

The proposed Five-Year Financial Plan for Fiscal Years 2022-2023 to 2026-2027 and the FY 2022-2023 Appropriation Ordinance distributed for last month's Board of Trustees meeting have been on public notice for 30 days, starting February 10, 2022. No comments have been received.

I will be seeking final Board approval of the Five-Year Financial Plan and Budget for Fiscal Years 2022-2023 to 2026-2027 at the March 15, 2022 regular meeting. I will also be seeking adoption of the FY 2022-2023 Appropriation Ordinance and for the President and Clerk to sign the same.

cc: BOLI, CS, MGP

DOWNERS GROVE SANITARY DISTRICT
FIVE YEAR FINANCIAL PLAN
FISCAL YEARS 2022-2023 TO 2026-2027

Approved 03/15/22

APPROPRIATION ORDINANCE

AN ORDINANCE MAKING APPROPRIATIONS FOR THE CORPORATE PURPOSES OF THE DOWNERS GROVE SANITARY DISTRICT FOR THE FISCAL YEAR COMMENCING ON THE FIRST DAY OF MAY, A.D. 2022 AND ENDING APRIL THIRTIETH, A.D. 2023.

BE IT ORDAINED by the Downers Grove Sanitary District, a body politic and corporate of the County of DuPage and State of Illinois:

SECTION 1. That the sums hereinafter set forth, or as much thereof as may be authorized by law, be and the same are hereby appropriated for the corporate purposes of the Downers Grove Sanitary District as hereinafter specified, for the fiscal year commencing on the First Day of May, A.D. 2022 and ending on the Thirtieth Day of April, A.D. 2023.

I.	ADMINISTRATION	
	A. Salary and Wages	\$ 1,080,000
	B. Office Oper & Maint Expenses	870,000
	C. Vehicles Oper, Maint & Purchase	<u>20,000</u>
		\$1,970,000
II.	PLANT	
	A. Salary and Wages	\$ 1,750,000
	B. Operation & Maintenance Expenses	2,940,000
	C. Vehicles Oper, Maint & Purchase	<u>110,000</u>
		\$4,800,000
III.	LABORATORY SERVICES	
	A. Salary and Wages	\$ 310,000
	B. Operation & Maintenance Expenses	150,000
	C. Vehicles Oper, Maint & Purchase	<u>30,000</u>
		\$ 490,000
IV.	SYSTEM	
	A. Salary and Wages	\$ 590,000
	B. Operation & Maintenance Expenses	4,850,000
	C. Vehicles Oper, Maint & Purchase	<u>40,000</u>
		\$5,480,000
V.	LIFT STATIONS	
	A. Salary and Wages	\$ 40,000
	B. Operation & Maintenance Expenses	<u>1,050,000</u>
		\$1,090,000
VI.	INSURANCE AND EMPLOYEE BENEFITS	\$1,570,000
	TOTAL OPERATION AND MAINTENANCE	\$15,400,000

CAPITAL IMPROVEMENTS

VII. TREATMENT CENTER/LABORATORY	
A. Renovations to Buildings & Systems	<u>\$ 50,000</u> \$ 50,000
VIII. COLLECTION SYSTEM/LIFT STATIONS	
A. Construction/Upgrading – Sewer system, pump station improvements, unsewered area plan revisions	<u>\$ 1,900,000</u> \$ 1,900,000
TOTAL CAPITAL IMPROVEMENTS	\$ 1,950,000
GRAND TOTAL	\$17,350,000

SECTION 2. That the sums hereinafter set forth are estimated receipts and expenditures for the Downers Grove Sanitary District for the fiscal year commencing on the First Day of May, A.D. 2022 and ending on the Thirtieth Day of April, A.D. 2023.

CASH FLOW
FISCAL YEAR 2022-2023

SEE ATTACHMENT A, attached hereto and made a part of this Ordinance.

RECAPITULATION

1. Total Amount Appropriated..... \$17,350,000
2. Amount of Said Appropriation to be paid from sources other than real estate taxes (tap-in permits, user fees, trunk sewer service fees, Federal and State grants and loans, etc.)..... \$16,010,100
3. Amount of Said Appropriation to be paid from real estate taxes..... \$ 1,339,900

SECTION 3. That the total sum of Seventeen Million Three Hundred Fifty Thousand Dollars (\$17,350,000) is hereby appropriated. It is furthermore provided that all unexpended balances of any item or items of any general appropriation made by this ordinance may be expended in making up any insufficiency in any item or items for the same general purpose or in a like appropriation made by this ordinance.

SECTION 4. This ordinance shall be in full force and effect from and after its passage, approval, and publication as provided by law.

Passed this 15th day of March, A.D. 2022

Recording Vote:

Ayes: _____

Nays: _____

Approved this 15th day of March, A.D. 2022

BY: _____

President, Board of Trustees of Downers Grove
Sanitary District, DuPage County, Illinois

ATTEST:

Clerk

Recorded this 15th day of March, A.D. 2022

ATTACHMENT A

CASH FLOW
FISCAL YEAR 2022-2023

	<u>General Corporate</u>	<u>Improvement</u>	<u>Construction</u>	<u>Public Benefit</u>
Projected Cash Balance on 5/1/22	<u>\$ 5,069,788</u>	<u>\$ 1,370,556</u>	<u>\$ 1,581,636</u>	<u>\$ 37,818</u>
Receipts:				
Const and Televising Insp Fees	650			
User Fees	8,228,100			
Interest	7,000	250	1,200	
Plan Review Fees	500			
Surcharges	312,000			
Permit Insp Fees	20,000			
Sampling Charges	105,000			
Tap-in Fees			250,000	
Trunk and Lateral Sewer Charges		90,000		
Replacement Taxes	85,000			
Real Estate Taxes	1,339,900			
Grease Waste	210,000			
Miscellaneous	<u>1,198,600</u>	<u>500,000</u>	<u> </u>	<u> </u>
Total Receipts	<u>11,506,750</u>	<u>590,250</u>	<u>251,200</u>	<u> </u>
Subtotal	<u>\$ 16,576,538</u>	<u>\$ 1,960,806</u>	<u>\$ 1,832,836</u>	<u>\$ 37,818</u>
Disbursements:				
O & M Budget	15,400,000			
Capital Improvements Budget	<u> </u>	<u>1,900,000</u>	<u>50,000</u>	<u>0</u>
Total Disbursements	<u>15,400,000</u>	<u>1,900,000</u>	<u>50,000</u>	<u>0</u>
Projected Cash Balance on 4/30/21	<u>\$ 1,176,538</u>	<u>\$ 60,806</u>	<u>\$ 1,782,836</u>	<u>\$ 37,818</u>

STATEMENT OF ESTIMATED REVENUES

I, Carly Shaw, Treasurer of the Downers Grove Sanitary District, do hereby state that the above document entitled "Cash Flow, Fiscal Year 2022-2023" indicates an estimate of revenues by source anticipated to be received in Fiscal Year 2022-2023.

DOWNERS GROVE SANITARY DISTRICT

BY: _____
Treasurer

DOWNERS GROVE SANITARY DISTRICT

MEMO

TO: Board of Trustees

FROM: Amy R. Underwood
General Manager

DATE: March 11, 2022

RE: Proposed Ordinance No. ORD 22-01

Attached please find a copy of proposed Ordinance No. ORD 22-01 which contains recommended ordinance amendments as described below.

A. Tap-in Fee, Trunk Sewer Service Charge and Lateral Sewer Charge (Article II Sections 13c, d and e)

In accordance with the practice established in 1993, staff proposes to increase the tap-in fee, trunk sewer service charge and the lateral sewer charge based on the change in the Engineering News Record magazine's Construction Cost Index (CCI) from December 2020 to December 2021. The CCI increased 7.4% during this period. Applying this change results in the proposed rates indicated in Table 1 - Summary of rate adjustments.

B. Permit Inspection Fee (Article II Section 13b) and Sewer Construction Inspection Rate (Article IV Section 4b)

The permit inspection fee and sewer construction inspection rates are proposed to be increased by roughly 5.0% to reflect budgeted wage adjustments.

C. Basic User Rate (Article VI Section 3)

The basic user rate will increase to \$2.05 per 1000 gallons, as indicated in the five-year plan.

D. Surcharge Rates (Article VI Section 5)

The surcharge rate for BOD is proposed to be increased from \$0.28 to \$0.31 per pound, for TSS from \$0.40 to \$0.41 per pound, and for flat rate surcharge customers from \$3.70 to \$3.97 per 1000 gallons. The cost-of-service model was updated using FY 2022-23 budget expenses and revenues as well as projected expenses and revenues through FY 2026-27. Table 2A shows the surcharge rate calculations for FY 2022-23, and Table 2B shows the surcharge rate calculations for FY 2026-27. Table 3A shows the budget line-item allocations supporting the calculation for FY 2022-23, and Table 3B shows the projected future line-item allocations supporting the calculation for FY 2026-27. In order to implement the surcharge rates shown in Tables 2A and 2B, the surcharge rate increase is proposed to be accomplished

incrementally through annual increases over the five-year period. Surcharge rates were last increased in 2020.

E. Monthly Fees (Article VI Section 14)

The monthly service fee on all accounts will increase to \$19.00 per month, as indicated in the five-year plan. The monthly service fee was last increased in 2019. Table 2A and Table 2B show the monthly service fee calculations for FY 2022-23 and FY 2026-27, respectively. Table 3A and Table 3B show the budget line-item allocations supporting the calculations for FY 2022-23 and FY 2026-27, respectively. In order to implement the monthly service fees shown in Tables 2A and 2B, the monthly service fee increase is proposed to be accomplished incrementally through annual increases over the five-year period.

Sampling and monitoring charges will increase by roughly 5.0%, commensurate with budgeted salary increases for FY 22-23, as indicated below:

- 1) Significant industrial users will be assessed \$138.51 per month. There are 4 accounts (representing 2 users) in the billing system in this class.
- 2) Industrial users who have been issued wastewater discharge permits by the District would be assessed \$51.94 per month. There are 3 accounts in the billing system in this class.
- 3) Users subject to surcharge, either based on actual sampling or at the flat rate, would be assessed a sampling and monitoring charge of \$19.77 per month. There are 176 accounts in this class.
- 4) All commercial or industrial users not included in one of the three classes described above would be assessed sampling and monitoring charges of \$6.24 per month. There are 848 accounts in this class.

I will request Board approval of Ordinance No. ORD 22-01 at the March 15 regular meeting. If approved, this ordinance would be published in the Downers Grove Suburban Life on March 24, 2022 and would be effective on April 3, 2022.

cc: BOLI, KS, CS, DRB, MGP

AN ORDINANCE AMENDING AN ORDINANCE REGULATING THE
USE OF SANITARY SEWERS
ORDINANCE NO. ORD 22-01

BE IT ORDAINED by the President of the Board of Trustees of the Downers Grove Sanitary District, a body politic and corporate of DuPage County, Illinois, that the following portions of "An Ordinance Regulating the Use of Sanitary Sewers, adopted May 16, 1967, as Amended" are hereby amended to read as follows:

Article II Section 13

- (b) An Inspection Fee shall be charged to cover the cost to the District of inspections of the installation of building sanitary services to ensure sanitary service lines are adequate and suitable for connection to the District and to insure compliance with District ordinances and regulations, as follows:
- (1) Single Family Class - ~~\$230.00~~ \$241.00 per building sanitary service.
 - (2) All Other Classes - ~~\$381.00~~ \$400.00 per building sanitary service or ~~\$220.00~~ \$231.00 per building if no work on building sanitary service is required.
- (c) A Tap-In Fee shall be charged for all connections to the District for the necessary construction, expansion, and extension of wastewater treatment plant facilities. The tap-in fee shall be calculated upon a rate of ~~\$948.00~~ \$1,018.00 per population equivalent (P.E.), and shall be assessed as follows:
- (1) Single Family Class - 3.5 P.E. per unit
 - (2) Multiple Family Class -
Efficiency or studio apartment unit - 1.0 P.E. per unit
One bedroom apartment unit - 1.5 P.E. per unit
Two or three bedroom apartment unit - 3.0 P.E. per unit
- (d) A Trunk Sewer Service Charge shall be charged for the necessary construction, expansion, and extension of trunk sewer facilities. The trunk sewer service charge shall be calculated upon a rate of ~~\$440.00~~ \$472.00 per population equivalent (P.E.) and shall be assessed as follows:
- (1) Single Family Class - 3.5 P.E. per unit
 - (2) Multiple Family Class -
Efficiency or studio apartment unit - 1.0 P.E. per unit.

One bedroom apartment unit - 1.5 P.E. per unit

Two or three bedroom apartment unit - 3.0 P.E. per unit

- (4) Minimum Charges - The minimum trunk sewer service charge for commercial, industrial, or business use shall be ~~\$11,000.00~~ \$11,800.00 per acre (25 P.E. per acre). The minimum trunk sewer service charge for all other uses shall be ~~\$4,400.00~~ \$4,720.00 per acre (10 P.E. per acre).
- (e) A Lateral Sewer Charge shall be charged for the necessary construction, expansion, and extension of lateral sanitary sewer facilities. The lateral sewer service charge shall be assessed whenever a building is to be connected to a public sanitary sewer which was installed at the expense of the District. The lateral sewer service charge shall be assessed as follows:
- (1) All Classes
- ~~\$12,222.00~~ \$13,126.00 per building sanitary service to near side property.
- ~~\$8,854.00~~ \$9,509.00 per building sanitary service to far side property.

Article IV Section 4

- (b) The person constructing or causing to have constructed said public sanitary sewer shall reimburse the District for all costs of inspecting said sewer installation, at the rates of ~~\$73.00~~ \$76.50 per hour straight time and ~~\$109.50~~ \$114.75 per hour overtime if said inspection is performed by District personnel, and at billed cost if said inspection is performed by others.

Article VI Section 3

A basic user rate of ~~\$1.95~~ \$2.05 per 1000 gallons of water consumption shall be applied to all users.

All non-metered single family residential users of the wastewater facilities shall pay a flat rate charge per quarter of ~~\$46.80~~ \$49.20. This flat rate charge is based on water consumption of 24,000 gallons per quarter for single family residences. Any non-metered single family user who installs a water meter in accordance with District requirements shall be billed based upon the readings from such meters.

Article VI Section 5

- (a) The surcharge rates for BOD and SS shall be as follows:
- ~~\$0.28~~ \$0.31 per pound for BOD

~~\$0.40~~ \$0.41 per pound for SS

- (b) Any user determined by the General Manager to have the potential to exceed the normal concentrations for BOD and/or SS, for which a sampling chamber is not available to ascertain actual waste strength, shall be surcharged at the flat rate ~~\$3.70~~ \$3.97 per 1000 gallons of metered water consumption, in addition to the basic user rate.

Article VI Section 14

Monthly fees consist of a service fee of ~~\$17.00~~ \$19.00 per month for all accounts, and sampling and monitoring charges if applicable.

The sampling and monitoring charges shall be as follows:

- (a) ~~\$131.92~~ \$138.51 per month for each significant industrial user subject to any National Categorical Pretreatment Standard or discharging an average of 25,000 gallons or more of wastewater per day.
- (b) ~~\$49.47~~ \$51.94 per month for each industrial user subject to a wastewater discharge permit issued by the District and not included in (a) above.
- (c) ~~\$18.83~~ \$19.77 per month for each user subject to surcharge.
- (d) ~~\$5.94~~ \$6.24 per month for all industrial (including commercial) users not included in (a), (b) or (c) above.

PASSED AND APPROVED by the President and Board of Trustees of the Downers Grove Sanitary District at a regular meeting of the Trustees held on the 15th day of March, 2022, to become effective ten (10) days after publication thereof.

DOWNERS GROVE SANITARY DISTRICT

BY: _____
President

ATTEST: _____
Clerk

DOWNERS GROVE SANITARY DISTRICT
TAP-IN FEE, TRUNK SEWER SERVICE CHARGE AND LATERAL SEWER CHARGE
SUMMARY OF RATE ADJUSTMENTS

TABLE 1

DATE ADOPTED	ENR CCI US	TAP-IN FEE	PERCENT CHANGE	TRUNK SEWER SERVICE CHARGE	PERCENT CHANGE	LATERAL SEWER CHARGE-NEAR SIDE	PERCENT CHANGE	LATERAL SEWER CHARGE-FAR SIDE	PERCENT CHANGE
04/03/22	7.4%	1,018.00	7.4%	472.00	7.3%	13,126.00	7.4%	9,509.00	7.4%
04/04/21	2.2%	948.00	2.2%	440.00	2.3%	12,222.00	2.1%	8,854.00	2.2%
03/29/20	1.7%	928.00	1.8%	430.00	1.7%	11,965.00	1.7%	8,667.00	1.7%
03/30/19	2.9%	912.00	2.9%	423.00	2.9%	11,760.00	2.9%	8,519.00	2.9%
03/31/18	3.3%	886.00	3.3%	411.00	3.3%	11,431.00	3.3%	8,281.00	3.3%
04/01/17	3.9%	858.00	3.9%	398.00	3.9%	11,070.00	3.9%	8,020.00	3.9%
04/02/16	2.0%	826.00	2.0%	383.00	2.1%	10,650.00	2.0%	7,720.00	2.0%
04/05/15	2.8%	810.00	2.8%	375.00	2.7%	10,441.00	2.8%	7,569.00	2.8%
04/04/14	2.7%	788.00	2.7%	365.00	2.8%	10,160.00	2.7%	7,365.00	2.7%
03/30/13	2.6%	767.00	2.7%	355.00	2.6%	9,895.00	2.6%	7,172.00	2.6%
03/24/12	2.5%	747.00	2.5%	346.00	2.4%	9,644.00	2.5%	6,990.00	2.5%
04/02/11	3.6%	729.00	3.6%	338.00	3.7%	9,412.00	3.6%	6,822.00	3.6%
04/04/10	1.1%	704.00	1.1%	326.00	1.2%	9,085.00	1.1%	6,585.00	1.1%
04/05/09	5.7%	696.00	5.6%	322.00	5.6%	8,985.00	5.7%	6,515.00	5.7%
03/25/08	2.6%	659.00	2.6%	305.00	2.7%	8,500.00	2.6%	6,165.00	2.6%
03/27/07	3.1%	642.00	3.0%	297.00	3.1%	8,285.00	3.1%	6,010.00	3.1%
04/25/06	4.4%	623.00	4.4%	288.00	4.3%	8,035.00	4.4%	5,830.00	4.4%
04/19/05	7.8%	597.00	7.8%	276.00	7.8%	7,696.00	7.8%	5,584.00	7.8%
05/24/04	3.3%	554.00	3.4%	256.00	3.2%	7,142.00	3.3%	5,182.00	3.3%
04/29/03	2.7%	536.00	2.7%	248.00	2.5%	6,914.00	2.7%	5,016.00	2.7%
04/23/02	1.7%	522.00	1.8%	242.00	1.7%	6,732.00	1.7%	4,884.00	1.7%
04/24/01	2.6%	513.00	2.6%	238.00	2.6%	6,620.00	2.6%	4,802.00	2.6%
04/25/00	2.3%	500.00	2.5%	232.00	1.8%	6,452.00	2.3%	4,680.00	2.3%
04/20/99	2.3%	488.00	2.1%	228.00	1.8%	6,306.00	2.3%	4,574.00	2.3%
04/28/98	2.0%	478.00	1.9%	224.00	1.8%	6,167.00	2.0%	4,473.00	2.0%
07/01/97	3.7%	469.00	3.1%	220.00	3.3%	6,046.00	3.2%	4,385.00	3.2%
04/23/96	1.6%	455.00	2.5%	213.00	2.4%	5,859.00	2.5%	4,249.00	2.5%
04/27/95	2.4%	444.00	3.5%	208.00	3.5%	5,716.00	3.6%	4,145.00	3.6%
04/26/94	5.0%	429.00	5.7%	201.00	5.8%	5,517.00	5.7%	4,001.00	5.7%
04/20/93	3.5%	406.00	4.6%	190.00	4.4%	5,220.00	4.8%	3,785.00	4.8%
07/23/92		388.00	6.9%	182.00	7.7%	4,980.00	7.7%	3,611.00	7.7%
04/16/91		363.00	3.4%	169.00	2.7%	4,625.00	2.6%	3,354.00	2.6%
02/20/90		351.00	5.4%	164.50	3.1%	4,508.00	3.2%	3,269.00	3.2%
02/21/89		333.00	2.1%	159.50	2.2%	4,368.00		3,168.00	
02/16/88		326.00	63.0%	156.00	5.4%				
05/06/86				148.00	2.1%				
04/16/85		200.00	115.4%						
05/01/84				145.00	14.6%				
04/06/82				126.50	8.1%				
04/01/80				117.00	25.8%				
12/19/78		92.86							
04/04/78				93.00	8.1%				
02/15/77				86.00	14.7%				
06/17/75				75.00	20.0%				
11/06/73		107.14							
10/19/73				62.50	34.8%				
09/25/72				46.38	34.4%				
03/30/71				34.50	13.1%				
04/08/70				30.50	6.1%				
01/01/69				28.75	5.8%				
02/01/68				27.18	5.0%				
05/16/67		85.71							
02/01/67				25.88					
11/18/58		57.14							

DOWNERS GROVE SANITARY DISTRICT
 DETERMINATION OF USER AND SURCHARGE RATES
 CURRENT WITH SURCHARGE SAMPLING PROGRAM

TABLE 2A

CHOOSE FY
 FYE 23

	FLOW	PERCENT ALLOCATION TO				FYE 23 TOTAL	FLOW	DOLLAR ALLOCATION TO			
		BOD	SS	CUST	BOD			SS	CUST		
FYE 23 O&M BUDGET	100	16	13	14	58	\$13,015,350	\$2,031,652	\$1,645,985	\$1,872,741	\$7,496,668	
ESTIMATED FYE 23 O&M EXPENSES BUDGET X 100.0%						\$13,015,350	\$2,031,652	\$1,645,985	\$1,872,741	\$7,496,668	
NON-RATE REVENUES	FLOW	PERCENT ALLOCATION TO				TOTAL	FLOW	DOLLAR ALLOCATION TO			
		BOD	SS	CUST			BOD	SS	CUST		
PLAN REVIEW FEES	0	0	0	100	\$500	\$0	\$0	\$0	\$500		
CONSTRUCTION INSPECTION FEES	0	0	0	100	\$500	\$0	\$0	\$0	\$500		
PERMIT INSPECTION FEES	0	0	0	100	\$20,000	\$0	\$0	\$0	\$20,000		
INTEREST	16	13	14	58	\$7,000	\$1,093	\$885	\$1,007	\$4,032		
SAMPLING AND MONITORING CHARGES	16	13	14	58	\$105,000	\$16,390	\$13,279	\$15,108	\$60,479		
REAL ESTATE TAXES	37	0	0	63	\$1,339,900	\$495,763	\$0	\$0	\$844,137		
TELEVISION INSPECTION FEES	0	0	0	100	\$150	\$0	\$0	\$0	\$150		
REPLACEMENT TAXES	37	0	0	63	\$85,000	\$31,450	\$0	\$0	\$53,550		
LEASE PAYMENTS	16	13	14	58	\$35,600	\$5,557	\$4,502	\$5,122	\$20,505		
MISCELLANEOUS	16	13	14	58	\$10,000	\$1,561	\$1,265	\$1,439	\$5,760		
GREASE WASTE	16	13	14	58	\$210,000	\$32,780	\$26,558	\$30,216	\$120,957		
RENEWABLE ENERGY CREDITS	8	56	7	29	\$3,000	\$234	\$1,690	\$216	\$864		
TOTAL NON-RATE REVENUES					\$1,816,650	\$584,828	\$48,178	\$53,109	\$1,131,434		
REDUCTION IN FUND BALANCE	16	13	14	58	\$1,508,600	235,487	190,785	217,068	868,933		
NET O&M REVENUE FROM USER CHARGE SYSTEM					\$9,690,100	\$1,211,336	\$1,407,022	\$1,602,564	\$5,496,300		
BILLABLE LOADINGS						1,811,226	3,743,816	3,991,419			
PROPOSED RATES						\$0.669	\$0.376	\$0.402			

CALCULATION OF BASE USER CHARGE				CALCULATION OF MONTHLY SERVICE FEE			
PARAMETER	UNITS PER 1000 GAL	UNIT COST PER 1000 GAL	COST PER 1000 GAL	PARAMETER	TOTAL COST	# OF CUSTOMERS	UNIT COST PER 1 MONTH BILL CYCLE
FLOW	1.000	\$0.669	\$0.669	CUSTOMER	\$5,496,300	20,169	\$272.51
BOD	1.668	0.376	0.627				\$22.71
SS	2.085	0.402	0.837				
TOTAL BASE USER CHARGE			\$2.1328				

BILLABLE LOADINGS	NUMBER OF USERS	WASTE BOD(MG/L)	STRENGTH SS(MG/L)	ANNUAL FLOW (1000 GAL)	BILLABLE LOADINGS BOD(LBS)	SS(LBS)	SURCHARGE INCOME
USERS SURCHARGED BASED ON SAMPLING	109	833	423	104,798	728,055	369,708	\$268,635
USERS SURCHARGED AT FLAT RATE	62	1,225	636	19,821	202,501	105,135	\$89,299
USERS NOT SURCHARGED (BASE USERS)	19,998	200	250	1,686,607	2,813,260	3,516,576	
TOTALS	20,169			1,811,226	3,743,816	3,991,419	\$357,934

DOWNERS GROVE SANITARY DISTRICT
 DETERMINATION OF USER AND SURCHARGE RATES
 CURRENT WITH SURCHARGE SAMPLING PROGRAM

TABLE 2B

CHOOSE FY
 FYE 27

	FLOW	PERCENT ALLOCATION TO			FYE 27 TOTAL	FLOW	DOLLAR ALLOCATION TO			
		BOD	SS	CUST			BOD	SS	CUST	
FYE 27 O&M BUDGET	100	16	11	14	59	\$12,199,150	\$1,918,312	\$1,392,597	\$1,764,004	\$7,157,708
ESTIMATED FYE 27 O&M EXPENSES BUDGET X 100.0%						\$12,199,150	\$1,918,312	\$1,392,597	\$1,764,004	\$7,157,708
NON-RATE REVENUES	FLOW	PERCENT ALLOCATION TO			TOTAL	FLOW	DOLLAR ALLOCATION TO			
		BOD	SS	CUST			BOD	SS	CUST	
PLAN REVIEW FEES	0	0	0	100	\$500	\$0	\$0	\$0	\$500	
CONSTRUCTION INSPECTION FEES	0	0	0	100	\$500	\$0	\$0	\$0	\$500	
PERMIT INSPECTION FEES	0	0	0	100	\$20,000	\$0	\$0	\$0	\$20,000	
INTEREST	16	11	14	59	\$4,300	\$676	\$491	\$622	\$2,523	
SAMPLING AND MONITORING CHARGES	16	11	14	59	\$120,500	\$18,949	\$13,756	\$17,424	\$70,702	
REAL ESTATE TAXES	37	0	0	63	\$1,505,700	\$557,109	\$0	\$0	\$948,591	
TELEVISION INSPECTION FEES	0	0	0	100	\$150	\$0	\$0	\$0	\$150	
REPLACEMENT TAXES	37	0	0	63	\$85,000	\$31,450	\$0	\$0	\$53,550	
LEASE PAYMENTS	16	11	14	59	\$37,050	\$5,826	\$4,229	\$5,357	\$21,739	
MISCELLANEOUS	16	11	14	59	\$10,000	\$1,572	\$1,142	\$1,446	\$5,867	
GREASE WASTE	16	11	14	59	\$220,000	\$34,595	\$25,114	\$31,812	\$129,082	
RENEWABLE ENERGY CREDITS	8	56	7	29	\$3,000	\$236	\$1,671	\$217	\$880	
TOTAL NON-RATE REVENUES					\$2,006,700	\$650,413	\$46,403	\$56,879	\$1,254,085	
REDUCTION IN FUND BALANCE	16	11	14	59	(\$1,015,950)	(159,758)	(115,976)	(146,907)	(596,097)	
NET O&M REVENUE FROM USER CHARGE SYSTEM					\$11,208,400	\$1,427,657	\$1,462,170	\$1,854,032	\$6,499,720	
BILLABLE LOADINGS						1,670,617	3,509,281	3,698,250		
PROPOSED RATES						\$0.855	\$0.417	\$0.501		

CALCULATION OF BASE USER CHARGE

PARAMETER	UNITS PER 1000 GAL	UNIT COST PER 1000 GAL	COST PER 1000 GAL
FLOW	1.000	\$0.855	\$0.855
BOD	1.668	0.417	0.695
SS	2.085	0.501	1.045
TOTAL BASE USER CHARGE			\$2.5948

CALCULATION OF MONTHLY SERVICE FEE

PARAMETER	TOTAL COST	# OF CUSTOMERS	UNIT COST	PER 1 MONTH BILL CYCLE
CUSTOMER	\$6,499,720	20,169	\$322.26	\$26.86

BILLABLE LOADINGS

	NUMBER OF USERS	WASTE BOD(MG/L)	STRENGTH SS(MG/L)	ANNUAL FLOW (1000 GAL)	BILLABLE LOADINGS BOD(LBS)	SS(LBS)	SURCHARGE INCOME
USERS SURCHARGED BASED ON SAMPLING	109	833	423	104,798	728,055	369,708	\$306,320
USERS SURCHARGED AT FLAT RATE	62	1,225	636	19,821	202,501	105,135	\$102,587
USERS NOT SURCHARGED (BASE USERS)	19,998	200	250	1,545,998	2,578,725	3,223,406	
TOTALS	20,169			1,670,617	3,509,281	3,698,250	\$408,907

DOWNERS GROVE SANITARY DISTRICT
ALLOCATION BY BUDGET LINE ITEM

TABLE 3A

NO. DESCRIPTION	PERCENT ALLOCATION TO				FYE 23	DOLLAR ALLOCATION TO				Notes
	FLOW	BOD	SS	CUST		FLOW	BOD	SS	CUST	
DIRECT ALLOCATIONS										
11. ADMINISTRATION										
A. SALARY & WAGES										
001 TRUSTEES	0	0	0	100	\$18,000	\$0	\$0	\$0	\$18,000	A
002 BOLI	0	0	0	100	\$900	0	0	0	\$900	A
003 ADMINISTRATIVE MANAGEMENT	0	0	0	100	\$256,600	0	0	0	\$256,600	A
004 FINANCIAL MANAGEMENT	0	0	0	100	\$105,675	0	0	0	\$105,675	A
005 ADMINISTRATIVE RECORDS	0	0	0	100	\$27,250	0	0	0	\$27,250	A
006 ENGINEERING	0	0	0	100	\$5,150	0	0	0	\$5,150	A
007 CODE ENFORCEMENT	0	0	0	100	\$367,100	0	0	0	\$367,100	A
080 VACATION BUYOUT	0	0	0	100	\$0	0	\$0	\$0	\$0	
085 INCENTIVE	0	0	0	100	\$0	0	\$0	\$0	\$0	
090 WORK FROM HOME ALLOWANCE	0	0	0	100	\$5,200	0	\$0	\$0	\$5,200	
SUBTOTAL					\$785,875	\$0	\$0	\$0	\$785,875	
B. OPERATION & MAINTENANCE										
117 EMPLOYEE/DUTY COSTS	0	0	0	100	\$24,750	0	0	0	\$24,750	A
119 POSTAGE	0	0	0	100	\$7,550	0	0	0	\$7,550	A
121 USER BILLING MATERIALS	0	0	0	100	\$84,150	0	0	0	\$84,150	A
137 MEMBERSHIPS/SUBSCRIPTIONS	0	0	0	100	\$8,500	0	0	0	\$8,500	A
SUBTOTAL					\$124,950	\$0	\$0	\$0	\$124,950	
C. VEHICLES										
222 GAS/FUEL	0	0	0	100	\$2,000	\$0	\$0	\$0	\$2,000	A
225 OPERATION/REPAIR	0	0	0	100	\$2,600	0	0	0	\$2,600	A
226 VEHICLE PURCHASE	0	0	0	100	\$12,000	0	0	0	\$12,000	A
SUBTOTAL					\$16,600	\$0	\$0	\$0	\$16,600	
TOTAL DIRECT ADMINISTRATION EXPENSES	0	0	0	100	\$927,425	\$0	\$0	\$0	\$927,425	
12. PLANT										
B. OPERATION & MAINTENANCE										
100 ELECTRICITY	51	22	27	0	\$53,600	\$27,336	\$11,792	\$14,472	\$0	D
104 FUEL - GENERATORS	51	22	27	0	\$12,500	6,375	2,750	3,375	\$0	D
400 CHEMICALS	52	26	23	0	\$229,800	119,496	59,748	52,854	\$0	E
400 CHEMICALS - PHOSPHORUS REDUCING	0	50	50	0	\$0	0	0	0	\$0	
131 SLUDGE HAULING AND DISPOSAL	0	53	47	0	\$85,000	0	45,050	39,950	\$0	A
SUBTOTAL					\$380,900	\$153,207	\$119,340	\$110,651	\$0	
TOTAL DIRECT PLANT EXPENSES	40	31	29	0	\$380,900	\$153,207	\$119,340	\$110,651	\$0	

DOWNERS GROVE SANITARY DISTRICT
ALLOCATION BY BUDGET LINE ITEM

TABLE 3A

NO. DESCRIPTION	PERCENT ALLOCATION TO				FYE 23	DOLLAR ALLOCATION TO				Notes
	FLOW	BOD	SS	CUST		FLOW	BOD	SS	CUST	
14. SYSTEM										
A. SALARY & WAGES										
006 ENGINEERING	100	0	0	0	\$9,600	\$9,600	\$0	\$0	\$0	A
050 SEWER MAINTENANCE	50	0	50	0	\$202,800	\$101,400	\$0	\$101,400	\$0	A
060 INSPECTION	37	0	0	63	\$294,400	108,928	\$0	\$0	\$185,472	B
070 INVESTIGATIONS	100	0	0	0	\$1,550	1,550	\$0	\$0	\$0	A
080 VACATION BUYOUT	45	0	22	33	\$0	0	\$0	\$0	\$0	
085 INCENTIVE	45	0	22	33	\$0	0	\$0	\$0	\$0	
090 WORK FROM HOME ALLOWANCE	45	0	22	33	\$650	293	\$0	\$143	\$215	
SUBTOTAL	44	0	20	36	\$509,000	\$221,771	\$0	\$101,543	\$185,687	
B. OPERATIONS & MAINTENANCE										
115 EQUIPMENT/EQUIPMENT REPAIR	50	0	50	0	\$59,000	29,500	\$0	\$29,500	\$0	A
124 CONTRACT SERVICES	37	0	0	63	\$105,000	38,850	\$0	\$0	\$66,150	B
127 JULIE	0	0	0	100	\$16,100	0	\$0	\$0	\$16,100	A
128 OVERHEAD SEWER PROGRAM	0	0	0	100	\$15,000	0	\$0	\$0	\$15,000	A
129 PUBLIC SEWER BLOCKAGE PROGRAM	0	0	0	100	\$12,000	0	\$0	\$0	\$12,000	A
900 SEWER SYSTEM REPAIR	37	0	0	63	\$3,796,600	1,404,742	\$0	\$0	\$2,391,858	B
SUBTOTAL					\$4,003,700	\$1,473,092	\$0	\$29,500	\$2,501,108	
TOTAL DIRECT SYSTEM EXPENSES	38	0	3	60	\$4,512,700	\$1,694,863	\$0	\$131,043	\$2,686,795	
15. LIFT STATIONS										
A. SALARY & WAGES										
006 ENGINEERING	50	0	50	0	\$6,850	\$3,425	\$0	\$3,425	\$0	A
009 OPERATIONS MANAGEMENT	50	0	50	0	\$300	\$150	\$0	\$150	\$0	A
030 BUILDING & GROUNDS	50	0	50	0	\$750	375	\$0	\$375	\$0	A
080 LIFT STATION MAINTENANCE	50	0	50	0	\$21,650	10,825	\$0	\$10,825	\$0	A
SUBTOTAL					\$29,550	\$14,775	\$0	\$14,775	\$0	
B. OPERATION & MAINTENANCE										
100 ELECTRICITY	100	0	0	0	\$128,000	\$128,000	\$0	\$0	\$0	A
112 COMMUNICATION	50	0	50	0	\$6,300	3,150	\$0	\$3,150	\$0	A
113 EMERGENCY/SAFETY EQUIPMENT	50	0	50	0	\$1,000	500	\$0	\$500	\$0	A
104 FUEL - GENERATORS	100	0	0	0	\$3,750	3,750	\$0	\$0	\$0	A
500 EQUIPMENT/EQUIPMENT REPAIR	10	0	10	80	\$675,550	67,555	\$0	\$67,555	\$540,440	I
116 SUPPLIES	50	0	50	0	\$300	150	\$0	\$150	\$0	A
800 BUILDING & GROUNDS	50	0	50	0	\$62,350	31,175	\$0	\$31,175	\$0	A
SUBTOTAL					\$877,250	\$234,280	\$0	\$102,530	\$540,440	
TOTAL DIRECT LIFT STATION EXPENSES					\$906,800	\$249,055	\$0	\$117,305	\$540,440	
SUBTOTAL DIRECT AND SPECIFIC INDIRECT LABO	30	17	20	34	\$2,847,025	\$848,971	\$477,047	\$558,632	\$971,562	
TOTAL DIRECT EXPENSES	31	2	5	62	\$6,727,825	\$2,097,125	\$119,340	\$358,999	\$4,154,660	

DOWNERS GROVE SANITARY DISTRICT
ALLOCATION BY BUDGET LINE ITEM

TABLE 3A

NO. DESCRIPTION	PERCENT ALLOCATION TO				FYE 23	DOLLAR ALLOCATION TO				Notes
	FLOW	BOD	SS	CUST		FLOW	BOD	SS	CUST	
SPECIFIC INDIRECT ALLOCATIONS										
12. PLANT										
A. SALARY & WAGES										
006 ENGINEERING	40	31	29	0	\$48,800	\$19,629	\$15,290	\$14,176	\$0	C
009 OPERATIONS MANAGEMENT	40	31	29	0	\$108,550	\$43,661	\$34,010	\$31,534	\$0	C
010 MAINTENANCE	40	31	29	0	\$696,250	280,048	218,142	202,260	\$0	C
020 WWTC	40	31	29	0	\$561,750	225,949	176,002	163,188	\$0	C
030 BUILDING & GROUNDS	40	31	29	0	\$107,250	43,138	33,603	31,156	\$0	C
080 VACATION BUYOUT	33	32	35	0	\$0	0	\$0	\$0	\$0	
085 INCENTIVE	33	32	35	0	\$0	0	\$0	\$0	\$0	
090 WORK FROM HOME ALLOWANCE	33	32	35	0	\$0	0	\$0	\$0	\$0	
SUBTOTAL					\$1,522,600	\$612,426	\$477,047	\$442,314	\$0	
B. OPERATION & MAINTENANCE										
101 NATURAL GAS	40	31	29	0	\$10,400	4,183	3,258	3,021	\$0	C
102 WATER, GARBAGE & OTHER UTILITIES	40	31	29	0	\$48,400	19,468	15,164	14,060	\$0	C
103 ODOR CONTROL	40	31	29	0	\$3,000	1,207	940	871	\$0	C
112 COMMUNICATION	40	31	29	0	\$24,900	10,015	7,801	7,233	\$0	C
113 EMERGENCY/SAFETY EQUIPMENT	40	31	29	0	\$43,600	17,537	13,660	12,666	\$0	C
500 EQUIPMENT/EQUIPMENT REPAIR	40	31	29	0	\$1,191,250	479,149	373,231	346,057	\$0	C
116 SUPPLIES	40	31	29	0	\$31,350	12,610	9,822	9,107	\$0	C
117 EMPLOYEE/DUTY EXPENSE	40	31	29	0	\$26,000	10,458	8,146	7,553	\$0	C
800 BUILDING & GROUNDS	40	31	29	0	\$412,350	165,857	129,194	119,787	\$0	C
124 CONTRACT SERVICES	40	31	29	0	\$222,600	89,535	69,743	64,665	\$0	C
130 NPDES PERMIT FEE	40	31	29	0	\$53,000	21,318	16,605	15,396	\$0	C
SUBTOTAL					\$2,066,850	\$831,336	\$647,566	\$600,417	\$0	
C. VEHICLES										
222 GAS/FUEL	40	31	29	0	\$24,500	\$9,854	\$7,676	\$7,117	\$0	C
225 OPERATION/REPAIR	40	31	29	0	\$8,500	3,419	2,663	2,469	\$0	C
226 VEHICLE PURCHASE	40	31	29	0	\$59,000	23,731	18,485	17,139	\$0	C
SUBTOTAL					\$92,000	\$37,005	\$28,825	\$26,726	\$0	
14. SYSTEM										
B. OPERATIONS & MAINTENANCE										
112 COMMUNICATION	44	0	20	36	\$13,400	\$5,838	\$0	\$2,673	\$4,888	F
113 EMERGENCY/SAFETY EQUIPMENT	44	0	20	36	\$2,800	1,220	\$0	\$559	\$1,021	F
116 SUPPLIES	44	0	20	36	\$4,650	2,026	\$0	\$928	\$1,696	F
117 EMPLOYEE/DUTY EXPENSE	44	0	20	36	\$13,600	5,925	\$0	\$2,713	\$4,961	F
SUBTOTAL					\$34,450	\$15,010	\$0	\$6,873	\$12,568	

DOWNERS GROVE SANITARY DISTRICT
ALLOCATION BY BUDGET LINE ITEM

TABLE 3A

NO. DESCRIPTION	PERCENT ALLOCATION TO				FYE 23	DOLLAR ALLOCATION TO				Notes
	FLOW	BOD	SS	CUST		FLOW	BOD	SS	CUST	
C. VEHICLES										
222 GAS/FUEL	44	0	20	36	\$22,000	\$9,585	\$0	\$4,389	\$8,026	F
225 OPERATION/REPAIR	44	0	20	36	\$7,000	3,050	\$0	\$1,396	\$2,554	F
226 VEHICLE PURCHASE	44	0	20	36	\$0	0	\$0	\$0	\$0	F
SUBTOTAL					\$29,000	\$12,635	\$0	\$5,785	\$10,579	
17. INSURANCE & EMPLOYEE BENEFITS										
E. INSURANCE & PAYROLL										
452 LIABILITY/PROPERTY										
WORKERS COMPENSATION	30	17	20	34	\$91,864	27,393	15,393	18,025	\$31,349	G
AUTO	30	17	20	34	\$26,810	7,995	4,492	5,261	\$9,149	G
455 EMPLOYEE GROUP HEALTH	30	17	20	34	\$597,300	178,112	100,083	117,200	\$203,832	G
460 IMRF	30	17	20	34	\$296,000	88,266	49,598	58,080	\$101,011	G
461 SOCIAL SECURITY	30	17	20	34	\$245,000	73,058	41,052	48,073	\$83,607	G
SUBTOTAL					\$1,256,974	\$374,825	\$210,618	\$246,638	\$428,949	
TOTAL SPECIFIC INDIRECT EXPENSES					\$5,001,874	\$1,883,236	\$1,364,055	\$1,328,753	\$452,096	
SUBTOTAL DIRECT AND SPECIFIC INDIRECT	34	13	14	39	\$11,729,699	\$3,980,360	\$1,483,395	\$1,687,752	\$4,606,755	
OVERALL INDIRECT ALLOCATIONS										
11. ADMINISTRATION										
A. SALARY & WAGES										
004 FINANCIAL MANAGEMENT	34	13	14	39	\$105,675	35,860	13,364	15,205	\$41,503	
008 SAFETY ACTIVITIES	34	13	14	39	\$48,000	16,288	6,070	6,907	\$18,852	
030 BUILDING & GROUNDS	34	13	14	39	\$1,350	458	171	194	\$530	
B. OPERATION AND MAINTENANCE										
100 ELECTRICITY	34	13	14	39	\$10,000	\$3,393	\$1,265	\$1,439	\$3,927	
101 NATURAL GAS	34	13	14	39	\$3,000	1,018	379	432	\$1,178	
102 WATER, GARBAGE & OTHER UTILITIES	34	13	14	39	\$1,250	424	158	180	\$491	
110 BANK CHARGES	34	13	14	39	\$23,200	7,873	2,934	3,338	\$9,112	
112 COMMUNICATION	34	13	14	39	\$29,200	9,909	3,693	4,202	\$11,468	
113 EMERGENCY/SAFETY EQPT	34	13	14	39	\$30,000	10,180	3,794	4,317	\$11,782	
115 EQUIPMENT/EQUIPMENT REPAIR	34	13	14	39	\$169,700	57,586	21,461	24,418	\$66,648	
116 SUPPLIES	34	13	14	39	\$6,800	2,308	860	978	\$2,671	
118 BUILDING & GROUNDS	34	13	14	39	\$167,000	56,670	21,120	24,029	\$65,588	
120 PRINTING/PHOTOGRAPHY	34	13	14	39	\$12,700	4,310	1,606	1,827	\$4,988	
124 CONTRACT SERVICES	34	13	14	39	\$150,300	51,003	19,008	21,626	\$59,029	
SUBTOTAL					\$758,175	\$257,279	\$95,883	\$109,092	\$297,768	

DOWNERS GROVE SANITARY DISTRICT
ALLOCATION BY BUDGET LINE ITEM

TABLE 3A

NO. DESCRIPTION	PERCENT ALLOCATION TO				FYE 23	DOLLAR ALLOCATION TO				Notes
	FLOW	BOD	SS	CUST		FLOW	BOD	SS	CUST	
13. LABORATORY										
A. SALARY & WAGES										
009 OPERATIONS MANAGEMENT	34	13	14	39	\$85,250	\$28,929	\$10,781	\$12,266	\$33,481	
040 LABORATORY	34	13	14	39	\$182,800	62,031	23,118	26,303	\$71,793	
080 VACATION BUYOUT	34	13	14	39	\$0	0	0	0	\$0	
085 INCENTIVE	34	13	14	39	\$0	0	0	0	\$0	
SUBTOTAL					\$268,050	\$90,960	\$33,899	\$38,569	\$105,275	
B. OPERATION & MAINTENANCE										
112 COMMUNICATION	34	13	14	39	\$4,300	\$1,459	\$544	\$619	\$1,689	
114 CHEMICALS	34	13	14	39	\$24,500	\$8,314	\$3,098	\$3,525	\$9,622	
115 EQUIPMENT/EQUIPMENT REPAIR	34	13	14	39	\$36,000	12,216	4,553	5,180	\$14,139	
116 SUPPLIES	34	13	14	39	\$24,900	8,450	3,149	3,583	\$9,779	
117 EMPLOYEE/DUTY EXPENSE	34	13	14	39	\$5,500	1,866	696	791	\$2,160	
122 MONITORING EQUIPMENT	34	13	14	39	\$9,500	3,224	1,201	1,367	\$3,731	
123 OUTSIDE LAB SERVICES	34	13	14	39	\$23,000	7,805	2,909	3,309	\$9,033	
SUBTOTAL					\$127,700	\$43,334	\$16,150	\$18,374	\$50,153	
C. VEHICLES										
222 GAS/FUEL	34	13	14	39	\$650	\$221	\$82	\$94	\$255	
225 OPERATION/REPAIR	34	13	14	39	\$250	85	32	36	\$98	
226 VEHICLE PURCHASE	34	13	14	39	\$18,500	6,278	2,340	2,662	\$7,266	
SUBTOTAL					\$19,400	\$6,583	\$2,453	\$2,791	\$7,619	
TOTAL LABORATORY EXPENSES	34	13	14	39	\$415,150	\$140,877	\$52,502	\$59,735	\$163,047	
E. INSURANCE & PAYROLL										
452 LIABILITY/PROPERTY LIABILITY/PROPERTY	34	13	14	39	\$112,326	38,117	14,205	16,162	\$44,115	
TOTAL OVERALL INDIRECT EXPENSES					\$1,285,651	\$436,273	\$162,590	\$184,989	\$504,930	
GRAND TOTAL EXPENSES BEFORE I/I REALLOCATION					\$13,015,350	\$4,416,634	\$1,645,985	\$1,872,741	\$5,111,685	
BILLED FLOW TO WWTC TOTAL FLOW RATIO						33.9%	12.6%	14.4%	39.2%	H
I/I REALLOCATION TO CUSTOMER PARAMETER						0.460				
						(\$2,384,982)			\$2,384,982	
GRAND TOTAL	16	13	14	58	\$13,015,350	\$2,031,652	\$1,645,985	\$1,872,741	\$7,496,668	

Notes

- A - Direct Cost Allocation Shown
- B - Proportioned with 2010 Maintenance
- C - Indirect - proportionate with sum of direct plant operations costs
- D - Reflects electric use from Plant Energy Audit modified to include aeration improvements & CHP
- E - Reflects chemical use in 2021 plus addition of bulk hypochlorite to replace the OSEC
- F - Indirect - proportionate with system labor subtotal
- G - Indirect - proportionate with direct and specific indirect labor subtotal
- H - Five-year average 2017-2021
- I - Proportioned for anticipated major replacements in FYE23-FYE27

DOWNERS GROVE SANITARY DISTRICT
ALLOCATION BY BUDGET LINE ITEM

TABLE 3B

NO. DESCRIPTION	PERCENT ALLOCATION TO				FYE 27	DOLLAR ALLOCATION TO				Notes
	FLOW	BOD	SS	CUST		FLOW	BOD	SS	CUST	
DIRECT ALLOCATIONS										
11. ADMINISTRATION										
A. SALARY & WAGES										
001 TRUSTEES	0	0	0	100	\$18,000	\$0	\$0	\$0	\$18,000	A
002 BOLI	0	0	0	100	\$900	0	0	0	\$900	A
003 ADMINISTRATIVE MANAGEMENT	0	0	0	100	\$298,700	0	0	0	\$298,700	A
004 FINANCIAL MANAGEMENT	0	0	0	100	\$123,025	0	0	0	\$123,025	A
005 ADMINISTRATIVE RECORDS	0	0	0	100	\$31,799	0	0	0	\$31,799	A
006 ENGINEERING	0	0	0	100	\$6,000	0	0	0	\$6,000	A
007 CODE ENFORCEMENT	0	0	0	100	\$427,350	0	0	0	\$427,350	A
080 VACATION BUYOUT	0	0	0	100	\$0	0	\$0	\$0	\$0	
085 INCENTIVE	0	0	0	100	\$0	0	\$0	\$0	\$0	
090 WORK FROM HOME ALLOWANCE	0	0	0	100	\$0	0	\$0	\$0	\$0	
SUBTOTAL					\$905,774	\$0	\$0	\$0	\$905,774	
B. OPERATION & MAINTENANCE										
117 EMPLOYEE/DUTY COSTS	0	0	0	100	\$17,200	0	0	0	\$17,200	A
119 POSTAGE	0	0	0	100	\$9,100	0	0	0	\$9,100	A
121 USER BILLING MATERIALS	0	0	0	100	\$86,000	0	0	0	\$86,000	A
137 MEMBERSHIPS/SUBSCRIPTIONS	0	0	0	100	\$8,800	0	0	0	\$8,800	A
SUBTOTAL					\$121,100	\$0	\$0	\$0	\$121,100	
C. VEHICLES										
222 GAS/FUEL	0	0	0	100	\$2,000	\$0	\$0	\$0	\$2,000	A
225 OPERATION/REPAIR	0	0	0	100	\$2,850	0	0	0	\$2,850	A
226 VEHICLE PURCHASE	0	0	0	100	\$0	0	0	0	\$0	A
SUBTOTAL					\$4,850	\$0	\$0	\$0	\$4,850	
TOTAL DIRECT ADMINISTRATION EXPENSES	0	0	0	100	\$1,031,724	\$0	\$0	\$0	\$1,031,724	
12. PLANT										
B. OPERATION & MAINTENANCE										
100 ELECTRICITY	51	22	27	0	\$54,100	\$27,591	\$11,902	\$14,607	\$0	D
104 FUEL - GENERATORS	51	22	27	0	\$14,100	7,191	3,102	3,807	\$0	D
400 CHEMICALS	52	26	23	0	\$258,650	134,498	67,249	59,490	\$0	E
400 CHEMICALS - PHOSPHORUS REDUCING	0	50	50	0	\$0	0	0	0	\$0	
131 SLUDGE HAULING AND DISPOSAL	0	53	47	0	\$47,850	0	25,361	22,490	\$0	A
SUBTOTAL					\$374,700	\$169,280	\$107,614	\$100,393	\$0	
TOTAL DIRECT PLANT EXPENSES	45	29	27	0	\$374,700	\$169,280	\$107,614	\$100,393	\$0	

DOWNERS GROVE SANITARY DISTRICT
ALLOCATION BY BUDGET LINE ITEM

TABLE 3B

NO. DESCRIPTION	PERCENT ALLOCATION TO				FYE 27	DOLLAR ALLOCATION TO				Notes
	FLOW	BOD	SS	CUST		FLOW	BOD	SS	CUST	
14. SYSTEM										
A. SALARY & WAGES										
006 ENGINEERING	100	0	0	0	\$11,150	\$11,150	\$0	\$0	\$0	A
050 SEWER MAINTENANCE	50	0	50	0	\$236,100	\$118,050	\$0	\$118,050	\$0	A
060 INSPECTION	37	0	0	63	\$342,700	126,799	\$0	\$0	\$215,901	B
070 INVESTIGATIONS	100	0	0	0	\$1,800	1,800	\$0	\$0	\$0	A
080 VACATION BUYOUT	45	0	22	33	\$0	0	\$0	\$0	\$0	
085 INCENTIVE	45	0	22	33	\$0	0	\$0	\$0	\$0	
090 WORK FROM HOME ALLOWANCE	45	0	22	33	\$0	0	\$0	\$0	\$0	
SUBTOTAL	44	0	20	36	\$591,750	\$257,799	\$0	\$118,050	\$215,901	
B. OPERATIONS & MAINTENANCE										
115 EQUIPMENT/EQUIPMENT REPAIR	50	0	50	0	\$61,950	30,975	\$0	\$30,975	\$0	A
124 CONTRACT SERVICES	37	0	0	63	\$105,000	38,850	\$0	\$0	\$66,150	B
127 JULIE	0	0	0	100	\$17,300	0	\$0	\$0	\$17,300	A
128 OVERHEAD SEWER PROGRAM	0	0	0	100	\$15,000	0	\$0	\$0	\$15,000	A
129 PUBLIC SEWER BLOCKAGE PROGRAM	0	0	0	100	\$12,000	0	\$0	\$0	\$12,000	A
900 SEWER SYSTEM REPAIR	37	0	0	63	\$2,476,600	916,342	\$0	\$0	\$1,560,258	B
SUBTOTAL					\$2,687,850	\$986,167	\$0	\$30,975	\$1,670,708	
TOTAL DIRECT SYSTEM EXPENSES	38	0	5	58	\$3,279,600	\$1,243,966	\$0	\$149,025	\$1,886,609	
15. LIFT STATIONS										
A. SALARY & WAGES										
006 ENGINEERING	50	0	50	0	\$7,950	\$3,975	\$0	\$3,975	\$0	A
009 OPERATIONS MANAGEMENT	50	0	50	0	\$350	\$175	\$0	\$175	\$0	A
030 BUILDING & GROUNDS	50	0	50	0	\$850	425	\$0	\$425	\$0	A
080 LIFT STATION MAINTENANCE	50	0	50	0	\$28,350	14,175	\$0	\$14,175	\$0	A
SUBTOTAL					\$37,500	\$18,750	\$0	\$18,750	\$0	
B. OPERATION & MAINTENANCE										
100 ELECTRICITY	100	0	0	0	\$149,700	\$149,700	\$0	\$0	\$0	A
112 COMMUNICATION	50	0	50	0	\$6,650	3,325	\$0	\$3,325	\$0	A
113 EMERGENCY/SAFETY EQUIPMENT	50	0	50	0	\$1,150	575	\$0	\$575	\$0	A
104 FUEL - GENERATORS	100	0	0	0	\$4,250	4,250	\$0	\$0	\$0	A
500 EQUIPMENT/EQUIPMENT REPAIR	10	0	10	80	\$1,160,150	116,015	\$0	\$116,015	\$928,120	I
116 SUPPLIES	50	0	50	0	\$350	175	\$0	\$175	\$0	A
800 BUILDING & GROUNDS	50	0	50	0	\$46,700	23,350	\$0	\$23,350	\$0	A
SUBTOTAL					\$1,368,951	\$297,390	\$0	\$143,440	\$928,120	
TOTAL DIRECT LIFT STATION EXPENSES					\$1,406,451	\$316,140	\$0	\$162,190	\$928,120	
SUBTOTAL DIRECT AND SPECIFIC INDIRECT LABO	33	15	19	34	\$3,332,124	\$1,088,433	\$516,125	\$618,295	\$1,121,675	
TOTAL DIRECT EXPENSES	28	2	7	63	\$6,092,475	\$1,729,386	\$107,614	\$411,608	\$3,846,453	

DOWNERS GROVE SANITARY DISTRICT
ALLOCATION BY BUDGET LINE ITEM

TABLE 3B

NO. DESCRIPTION	PERCENT ALLOCATION TO				FYE 27	DOLLAR ALLOCATION TO				Notes
	FLOW	BOD	SS	CUST		FLOW	BOD	SS	CUST	
SPECIFIC INDIRECT ALLOCATIONS										
12. PLANT										
A. SALARY & WAGES										
006 ENGINEERING	45	29	27	0	\$56,800	\$25,661	\$16,313	\$15,218	\$0	C
009 OPERATIONS MANAGEMENT	45	29	27	0	\$126,350	\$57,082	\$36,288	\$33,853	\$0	C
010 MAINTENANCE	45	29	27	0	\$834,400	376,961	239,639	223,560	\$0	C
020 WWTC	45	29	27	0	\$653,950	295,438	187,814	175,212	\$0	C
030 BUILDING & GROUNDS	45	29	27	0	\$125,600	56,743	36,072	33,652	\$0	C
080 VACATION BUYOUT	33	32	35	0	\$0	0	\$0	\$0	\$0	
085 INCENTIVE	33	32	35	0	\$0	0	\$0	\$0	\$0	
090 WORK FROM HOME ALLOWANCE	33	32	35	0	\$0	0	\$0	\$0	\$0	
SUBTOTAL					\$1,797,100	\$811,884	\$516,125	\$481,495	\$0	
B. OPERATION & MAINTENANCE										
101 NATURAL GAS	45	29	27	0	\$12,200	5,512	3,504	3,269	\$0	C
102 WATER, GARBAGE & OTHER UTILITIES	45	29	27	0	\$37,600	16,987	10,799	10,074	\$0	C
103 ODOR CONTROL	45	29	27	0	\$3,400	1,536	976	911	\$0	C
112 COMMUNICATION	45	29	27	0	\$25,500	11,520	7,324	6,832	\$0	C
113 EMERGENCY/SAFETY EQUIPMENT	45	29	27	0	\$27,200	12,288	7,812	7,288	\$0	C
500 EQUIPMENT/EQUIPMENT REPAIR	45	29	27	0	\$899,800	406,507	258,422	241,083	\$0	C
116 SUPPLIES	45	29	27	0	\$34,500	15,586	9,908	9,244	\$0	C
117 EMPLOYEE/DUTY EXPENSE	45	29	27	0	\$27,900	12,605	8,013	7,475	\$0	C
800 BUILDING & GROUNDS	45	29	27	0	\$228,300	103,140	65,568	61,168	\$0	C
124 CONTRACT SERVICES	45	29	27	0	\$27,300	12,333	7,841	7,314	\$0	C
130 NPDES PERMIT FEE	45	29	27	0	\$53,000	23,944	15,222	14,200	\$0	C
SUBTOTAL					\$1,376,700	\$621,958	\$395,387	\$368,858	\$0	
C. VEHICLES										
222 GAS/FUEL	45	29	27	0	\$27,600	\$12,469	\$7,927	\$7,395	\$0	C
225 OPERATION/REPAIR	45	29	27	0	\$9,550	4,314	2,743	2,559	\$0	C
226 VEHICLE PURCHASE	45	29	27	0	\$0	0	0	0	\$0	C
SUBTOTAL					\$37,150	\$16,783	\$10,669	\$9,954	\$0	
14. SYSTEM										
B. OPERATIONS & MAINTENANCE										
112 COMMUNICATION	44	0	20	36	\$13,800	\$6,012	\$0	\$2,753	\$5,035	F
113 EMERGENCY/SAFETY EQUIPMENT	44	0	20	36	\$3,400	1,481	\$0	\$678	\$1,240	F
116 SUPPLIES	44	0	20	36	\$5,900	2,570	\$0	\$1,177	\$2,153	F
117 EMPLOYEE/DUTY EXPENSE	44	0	20	36	\$14,600	6,361	\$0	\$2,913	\$5,327	F
SUBTOTAL					\$37,700	\$16,424	\$0	\$7,521	\$13,755	

DOWNERS GROVE SANITARY DISTRICT
ALLOCATION BY BUDGET LINE ITEM

TABLE 3B

NO. DESCRIPTION	PERCENT ALLOCATION TO				FYE 27	DOLLAR ALLOCATION TO				Notes
	FLOW	BOD	SS	CUST		FLOW	BOD	SS	CUST	
C. VEHICLES										
222 GAS/FUEL	44	0	20	36	\$26,300	\$11,458	\$0	\$5,247	\$9,596	F
225 OPERATION/REPAIR	44	0	20	36	\$7,400	3,224	\$0	\$1,476	\$2,700	F
226 VEHICLE PURCHASE	44	0	20	36	\$170,000	74,061	\$0	\$33,914	\$62,025	F
SUBTOTAL					\$203,700	\$88,743	\$0	\$40,637	\$74,320	
17. INSURANCE & EMPLOYEE BENEFITS										
E. INSURANCE & PAYROLL										
452 LIABILITY/PROPERTY										
WORKERS COMPENSATION	33	15	19	34	\$74,645	24,383	11,562	13,851	\$25,127	G
AUTO	33	15	19	34	\$32,157	10,504	4,981	5,967	\$10,825	G
455 EMPLOYEE GROUP HEALTH	33	15	19	34	\$750,400	245,117	116,232	139,241	\$252,603	G
460 IMRF	33	15	19	34	\$326,100	106,520	50,511	60,510	\$109,773	G
461 SOCIAL SECURITY	33	15	19	34	\$284,500	92,932	44,067	52,791	\$95,770	G
SUBTOTAL					\$1,467,802	\$479,455	\$227,353	\$272,359	\$494,098	
TOTAL SPECIFIC INDIRECT EXPENSES					\$4,920,152	\$2,035,249	\$1,149,535	\$1,180,824	\$582,174	
SUBTOTAL DIRECT AND SPECIFIC INDIRECT	34	11	14	40	\$11,012,627	\$3,764,635	\$1,257,149	\$1,592,432	\$4,428,627	
OVERALL INDIRECT ALLOCATIONS										
11. ADMINISTRATION										
A. SALARY & WAGES										
004 FINANCIAL MANAGEMENT	34	11	14	40	\$123,025	42,056	14,044	17,789	\$49,473	
008 SAFETY ACTIVITIES	34	11	14	40	\$55,900	19,109	6,381	8,083	\$22,480	
030 BUILDING & GROUNDS	34	11	14	40	\$1,550	530	177	224	\$623	
B. OPERATION AND MAINTENANCE										
100 ELECTRICITY	34	11	14	40	\$11,700	\$4,000	\$1,336	\$1,692	\$4,705	
101 NATURAL GAS	34	11	14	40	\$3,400	1,162	388	492	\$1,367	
102 WATER, GARBAGE & OTHER UTILITIES	34	11	14	40	\$1,400	479	160	202	\$563	
110 BANK CHARGES	34	11	14	40	\$28,050	9,589	3,202	4,056	\$11,280	
112 COMMUNICATION	34	11	14	40	\$31,250	10,683	3,567	4,519	\$12,567	
113 EMERGENCY/SAFETY EQPT	34	11	14	40	\$15,050	5,145	1,718	2,176	\$6,052	
115 EQUIPMENT/EQUIPMENT REPAIR	34	11	14	40	\$136,650	46,713	15,599	19,760	\$54,953	
116 SUPPLIES	34	11	14	40	\$7,100	2,427	811	1,027	\$2,855	
118 BUILDING & GROUNDS	34	11	14	40	\$28,950	9,896	3,305	4,186	\$11,642	
120 PRINTING/PHOTOGRAPHY	34	11	14	40	\$13,400	4,581	1,530	1,938	\$5,389	
124 CONTRACT SERVICES	34	11	14	40	\$161,050	55,054	18,385	23,288	\$64,765	
SUBTOTAL					\$618,475	\$211,424	\$70,602	\$89,432	\$248,714	

DOWNERS GROVE SANITARY DISTRICT
ALLOCATION BY BUDGET LINE ITEM

TABLE 3B

NO. DESCRIPTION	PERCENT ALLOCATION TO				FYE 27	DOLLAR ALLOCATION TO				Notes
	FLOW	BOD	SS	CUST		FLOW	BOD	SS	CUST	
13. LABORATORY										
A. SALARY & WAGES										
009 OPERATIONS MANAGEMENT	34	11	14	40	\$99,250	\$33,928	\$11,330	\$14,352	\$39,912	
040 LABORATORY	34	11	14	40	\$212,800	72,745	24,292	30,771	\$85,576	
080 VACATION BUYOUT	34	11	14	40	\$0	0	0	0	\$0	
085 INCENTIVE	34	11	14	40	\$0	0	0	0	\$0	
SUBTOTAL					\$312,050	\$106,673	\$35,622	\$45,123	\$125,488	
B. OPERATION & MAINTENANCE										
112 COMMUNICATION	34	11	14	40	\$4,300	\$1,470	\$491	\$622	\$1,729	
114 CHEMICALS	34	11	14	40	\$29,000	\$9,914	\$3,311	\$4,193	\$11,662	
115 EQUIPMENT/EQUIPMENT REPAIR	34	11	14	40	\$20,000	6,837	2,283	2,892	\$8,043	
116 SUPPLIES	34	11	14	40	\$29,100	9,948	3,322	4,208	\$11,702	
117 EMPLOYEE/DUTY EXPENSE	34	11	14	40	\$5,850	2,000	668	846	\$2,353	
122 MONITORING EQUIPMENT	34	11	14	40	\$9,500	3,248	1,084	1,374	\$3,820	
123 OUTSIDE LAB SERVICES	34	11	14	40	\$26,900	9,196	3,071	3,890	\$10,818	
SUBTOTAL					\$124,650	\$42,611	\$14,229	\$18,024	\$50,127	
C. VEHICLES										
222 GAS/FUEL	34	11	14	40	\$750	\$256	\$86	\$108	\$302	
225 OPERATION/REPAIR	34	11	14	40	\$300	103	34	43	\$121	
226 VEHICLE PURCHASE	34	11	14	40	\$0	0	0	0	\$0	
SUBTOTAL					\$1,050	\$359	\$120	\$152	\$422	
TOTAL LABORATORY EXPENSES	34	11	14	40	\$437,750	\$149,644	\$49,971	\$63,299	\$176,037	
E. INSURANCE & PAYROLL										
452 LIABILITY/PROPERTY LIABILITY/PROPERTY	34	11	14	40	\$130,298	44,542	14,874	18,841	\$52,398	
TOTAL OVERALL INDIRECT EXPENSES					\$1,186,523	\$405,609	\$135,448	\$171,572	\$477,149	
GRAND TOTAL EXPENSES BEFORE I/I REALLOCATION					\$12,199,150	\$4,170,244	\$1,392,597	\$1,764,004	\$4,905,776	
BILLED FLOW TO WWTC TOTAL FLOW RATIO						34.1%	11.4%	14.4%	40.1%	H
						0.460				
I/I REALLOCATION TO CUSTOMER PARAMETER						(\$2,251,932)			\$2,251,932	
GRAND TOTAL	16	11	14	59	\$12,199,150	\$1,918,312	\$1,392,597	\$1,764,004	\$7,157,708	

Notes

- A - Direct Cost Allocation Shown
- B - Proportioned with 2010 Maintenance
- C - Indirect - proportionate with sum of direct plant operations costs
- D - Reflects electric use from Plant Energy Audit modified to include aeration improvements & CHP
- E - Reflects chemical use in 2021 plus addition of bulk hypochlorite to replace the OSEC
- F - Indirect - proportionate with system labor subtotal
- G - Indirect - proportionate with direct and specific indirect labor subtotal
- H - Five-year average 2017-2021
- I - Proportioned for anticipated major replacements in FYE23-FYE27

DOWNERS GROVE SANITARY DISTRICT

MEMO

TO: Board of Trustees

FROM: Amy R. Underwood, P.E.
General Manager

DATE: March 11, 2022

RE: Compensation of General manager for FY22-23

President Wally Van Buren communicated to me the proposed General Manager's salary increase developed by the Board of Trustees in Executive Session during the February 8th Board meeting. Since the salary being considered is above \$150,000, we have posted the suggested salary for six days according to the rules established under IMRF.

An item had been included on the March 15th meeting agenda to allow the Board of Trustees to approve the General Manager's annual salary at \$168,204 for FY 2022-23, effective April 1, 2022. This represents a 7% increase over my current salary of \$157,200.

cc: BOLI, CS, MGP

Board of Trustees
Wallace D. Van Buren
President
Amy E. Sejnost
Vice President
Jeremy M. Wang
Trustee



General Manager
Amy R. Underwood

Legal Counsel
Michael G. Philipp

2710 Curtiss Street
P.O. Box 1412
Downers Grove, IL 60515-0703
Phone: 630-969-0664
Fax: 630-969-0827
www.dgsd.org

Providing a Better Environment for South Central DuPage County

Memo

To: Amy Underwood, General Manager
From: Alex Bielawa, Staff Engineer
Date: March 10, 2022
Subject: Sludge Hauling & Land Application Services Contract Award

We opened bids for the Sludge Hauling & Land Application Services Contract project on March 10, 2022.

The project scope includes the hauling, transport, and land application of approximately 4,000 cubic yards annually for two years of dewatered municipal Class B biosolids.

We received three bids for the project. The low bidder, Stewart Spreading of Sheridan, Illinois has previously conducted work at the wastewater treatment center and is well qualified to do this work.

Staff recommends awarding the Sludge Hauling and Land Application Services Contract to Stewart Spreading of Sheridan, Illinois, in the amount of \$179,920, and will be seeking permission for the General Manager to engage the contractor for this work.

C: BOT, BOLI, CSS, MRM, MGP

**DOWNERS GROVE SANITARY DISTRICT
2022-2023 SLUDGE HAULING AND LAND APPLICATION SERVICES
BID TABULATION**

No.	Pay Item	Approximate Quantity		Stewart Spreading Sheridan, IL		Dahm Enterprises, Inc. Woodstock, IL		Synagro Central, LLC Baltimore, MD	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Class B Sludge Hauling, Transport, and Land Applied 4/1/2022 - 3/31/2023	4,000	Cu. Yd	\$22.49	\$89,960.00	\$25.66	\$102,640.00	\$37.85	\$151,400.00
2	Class B Sludge Hauling, Transport, and Land Applied 4/1/2023 - 3/31/2024	4,000	Cu. Yd	\$22.49	\$89,960.00	\$26.50	\$106,000.00	\$40.50	\$162,000.00
Total As Read:				\$197,920.00		\$208,640.00		\$313,400.00	
Total As Corrected:*				\$179,920.00					
				Lowest Responsive, Responsible Bidder					

*: A clerical error was corrected in Stewart Spreading's Bid; the two unit price amounts did not equal the total as read.

**BOARD OF LOCAL IMPROVEMENTS
DOWNERS GROVE SANITARY DISTRICT**

PROPOSED AGENDA

March 15, 2022

6:45 p.m.

- I. Approve Minutes of December 21, 2021
- II. Public Comment
- III. P709: 7135 Dunham Road, Downers Grove – Proposed Sanitary Main Extension for Six Single Family Homes

BOARD OF LOCAL IMPROVEMENTS
MINUTES

December 21, 2021

A meeting of the Board of Local Improvements of the Downers Grove Sanitary District was held on Tuesday, December 21, 2021. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were Board Members Kenneth J. Rathje, Robert T. Jungwirth and Mark J. Scacco and General Manager Amy R. Underwood, Sewer Construction Supervisor Keith W. Shaffner, Information Coordinator Alyssa J. Caballero, and Attorney for the District Michael G. Philipp, Trustee Paul W. Coultrap. President Rathje called the meeting to order at 6:45 p.m.

Minutes of September 21, 2021 Meeting

A motion was made by Jungwirth seconded by Scacco approving the minutes of the meeting held on September 21, 2021. The motion carried.

Public Comment – None

P708 – 1856 Grant Street, Downers Grove

The Board reviewed a request for sanitary sewer service from Steve Lockwood, owner, for one single family home on five lots with a combined gross acreage of 3.5 acres at 1856 Grant Street, Downers Grove. The properties are within the District's Facilities Planning Area and are within the District's current corporate limits. The proposed use will generate an estimated wastewater flow of 350 gallons per day or a density of 1 PE per acre which is below the District design flow allocation of 10 PE per acre for residential parcels. Service can be provided to this project by extension of the Sanitary District's existing sewers located to the west at the intersection of Cornell and Grant. The downstream trunk sewers have adequate reserve capacity to serve this request. Staff recommended approval of this request. Jungwirth inquired about the sewer extension on Lacey that serves Packey Webb Ford and if it would be involved in the connection to serve this project. Staff noted that this sewer extension will only serve this property and it will be extended from Cornell and not Ogden. President Rathje noted the long service line and if that would cause any issues with adequate flow. Staff noted that the sanitary service from the home will have a private lift station to pump the sewage to the public sewer main. A motion was made by Scacco seconded by Jungwirth approving this request subject to receipt of Illinois EPA permit, construction of necessary sewer extension, payment of all fees per ordinance, compliance with all District ordinances and standard conditions. The motion carried. (Votes recorded: Ayes–Rathje, Jungwirth and Scacco.)

Upon a motion by Jungwirth seconded by Scacco, the meeting was adjourned at 6:55 p.m. The motion carried.

Approved: March 15, 2022

President

Attest: _____
Clerk

BOARD OF LOCAL IMPROVEMENTS
March 15, 2022
STAFF BRIEFING

P709: 7135 Dunham Road, Downers Grove, IL

REQUEST:

John Kapovich, Owner, is requesting sanitary sewer service for six single family homes on a 6 lot subdivision with a combined gross acreage of 2.4 acres at the above location. These properties are within the District's Facilities Planning Area (FPA) but are not within the District's current corporate limits. The proposed single family homes will generate an estimated wastewater flow of 2,100 gallons per day or a density of 8.75 PE per acre, which is below the District design flow allocation of 10 PE per acre for residential parcels. This is based on a flow factor of 3.5 PE per single family home.

SUMMARY:

Service can be provided to the four houses on Matthias by extension from the District's existing sanitary sewer main located to the North in front of the address 7121 Matthias Road. The two homes on Dunham Road will be served by the existing sanitary sewer main in the East right-of-way of Dunham Road. The proposed sewer design complies with the Sanitary District's Unsewered Area Plan. The downstream trunk sewers have adequate reserve capacity to serve this request. Staff recommends approval of this request subject to annexation, receipt of an Illinois EPA permit, payment of all fees per ordinance and construction of the necessary sewer extension compliant with District ordinances.

DATE 02/28/22

P709

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET
DOWNERS GROVE, ILLINOIS 60515
(630) 969-0664

SANITARY SEWER SERVICE REQUEST

Location 7135 Dunham Road

Legal Description Lot _____ Block _____ Subdivision Village of Downers Grove
P.I.N. 04-29-100-004

Name of Owner on Deed John Kapovich, Jr. Phone No. (708) 641-8491

Developer John Kapovich, Jr. Phone No. (708) 641-8491

Name of Person Making Request John Kapovich, Jr. Phone No. (708) 641-8491

E mail: jkapovich@sjconst.com

Address (we will be sending information regarding this request; please be sure address is legible)
6831 Osage Avenue, Downers Grove, IL, 60516

This Applicant's Interest in This Property Owner
(Owner/Developer/Beneficiary Land Trust, etc.)

Number of Acres Involved 2.36 Present Zoning R5A Proposed Zoning R5A

Is the Property (A) Improved Improved (B) Vacant _____

(A) If Improved, Describe Improvements Single family residential

Number & Type of Units 1, single family residential dwelling and auxiliary building

(B) If Vacant or Additional Improvements or Remodeling Are Proposed, Describe Site improvements for a six lot single-family subdivision, extension of Matthias Road with utilities, and an outlot to provide dry detention services. Number & Type of Units Six Single-Family lots

Estimated Starting Date of Project June 2022

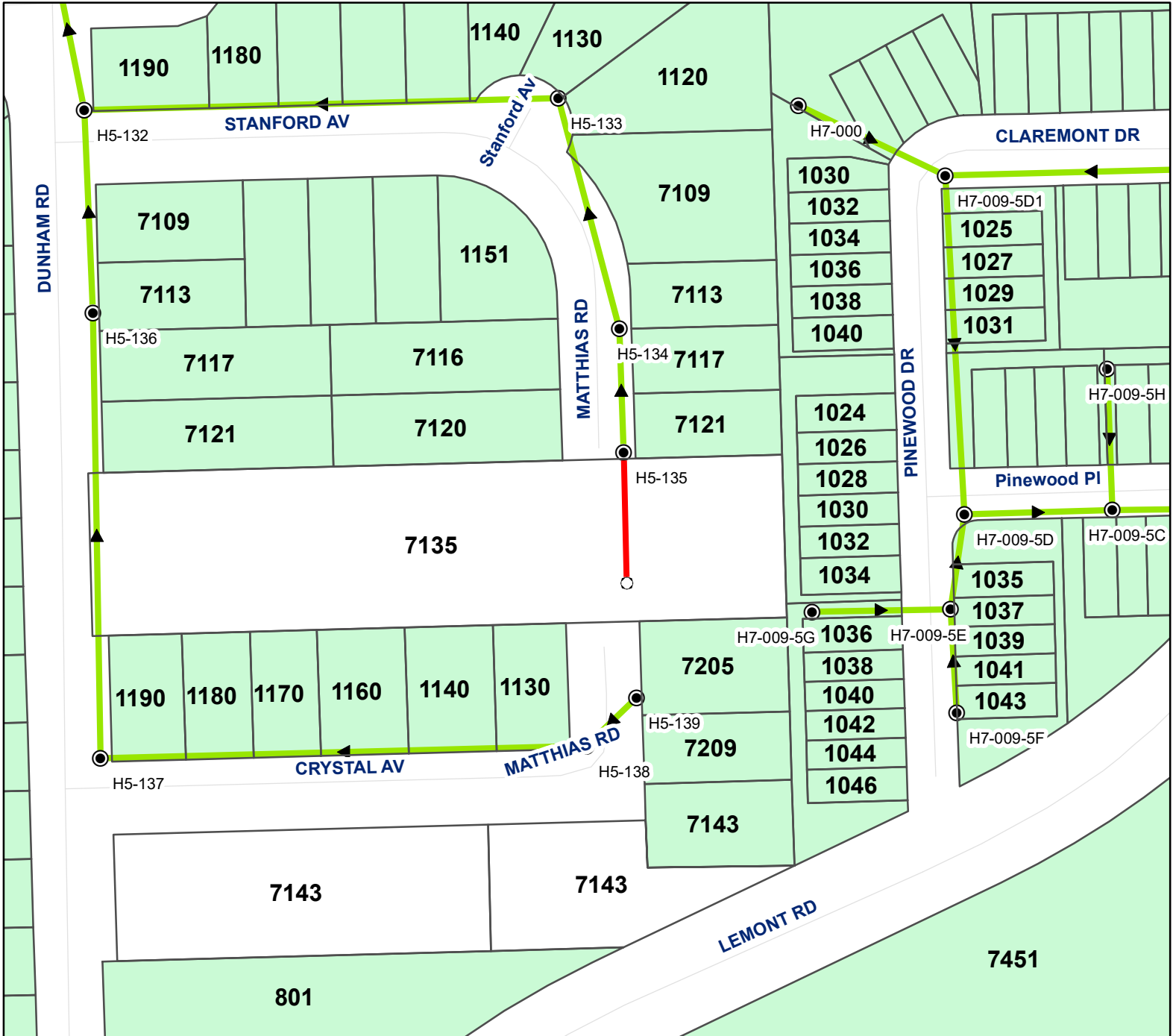
If You Propose to Annex to a Community, Which One N/A

NOTE: If this request is for

- a multiple family development, indicate the number of units for each bedroom count.
- a restaurant, indicate the seating capacity and hours of operation. If drive-up is proposed, give the number of orders per day.
- a commercial project, indicate the floor area.
- an office/warehouse or light manufacturing development, indicate the floor area.
- an office/research development, indicate the floor area and number of employees.
- commercial/industrial buildings(s), provide an estimate of wastewater flow in gallons per day

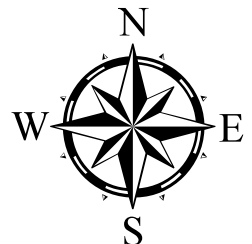
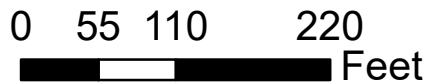
****SERVICE REQUEST APPROVALS ARE VALID FOR SIX MONTHS****

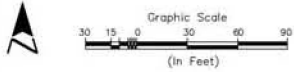
Downers Grove Sanitary District Board of Local Improvements 7135 Dunham Road P709



Legend

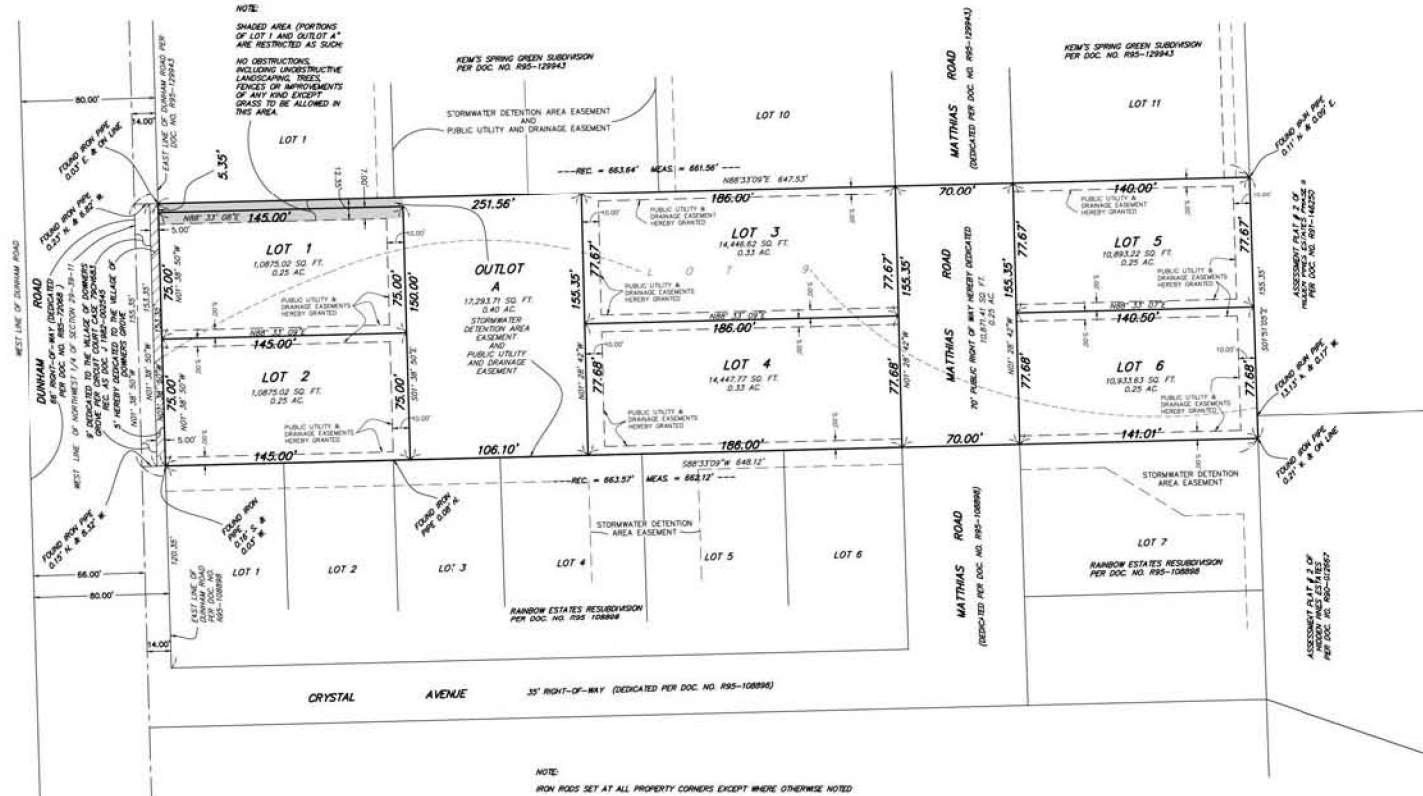
- Sanitary Manholes
- Sanitary Sewer
- DGSD Boundary





KAPOVICH RESUBDIVISION

BEING A RESUBDIVISION IN THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 29, TOWNSHIP 38 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN DUPAGE COUNTY, ILLINOIS.



PREPARED BY:
G GENTILE & ASSOCIATES, INC.
 PROFESSIONAL LAND SURVEYORS
 1505 F. ST. DOWNERS PLACE
 DOWNERS GROVE, ILLINOIS 60155
 PHONE (815) 914-4327

PREPARED FOR: K H GROVE LAND LLC
 DRAWN BY: HAF

PROJECT NO. 21-22305-21 RESUB (REV. 1)
 SHEET 1 OF 2

ALL RIGHTS RESERVED. DESIGN
 UNDER LICENSE NO. 184-002870

NO.	DATE	DESCRIPTION	BY
1	11/27/21	REVISION: ADD LOT 7 TO LOT 6	HAF

SUBMITTED BY MAIL TO:
 VILLAGE OF DOWNERS GROVE
 801 BURNINGTON AVE.
 DOWNERS GROVE, IL 60155



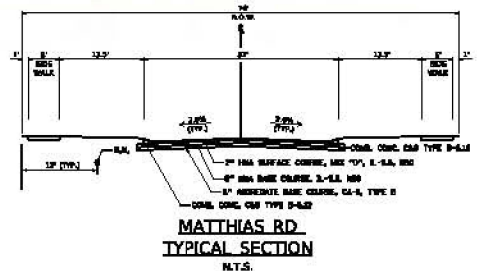
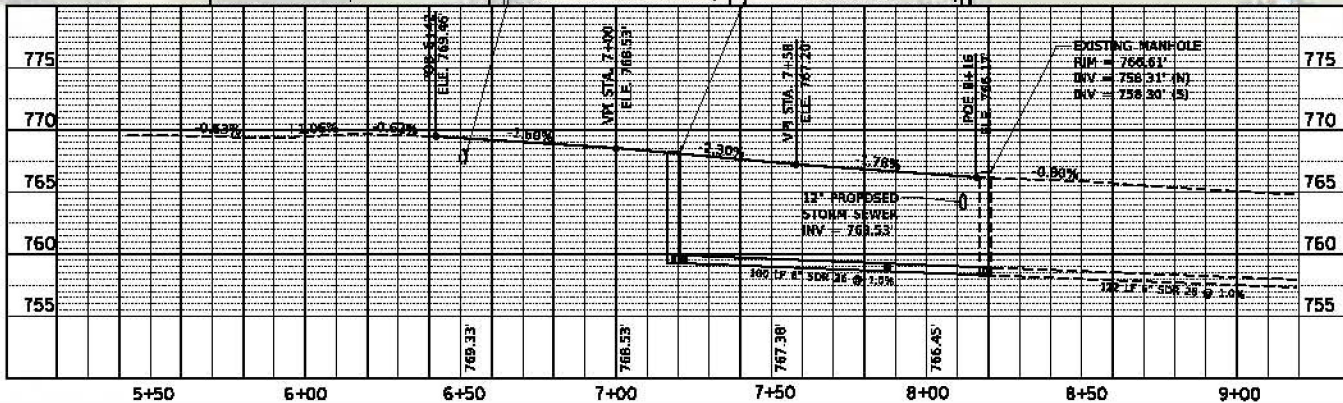
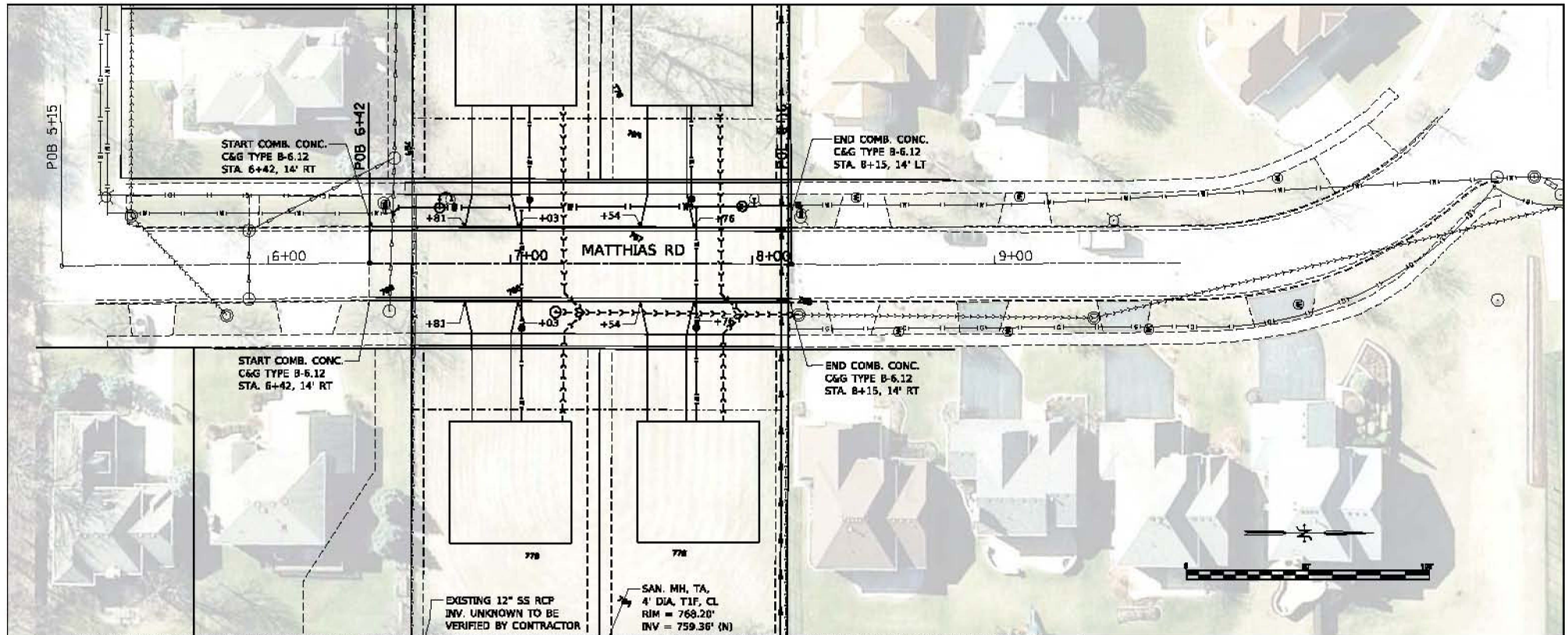
John Kapovich Jr.
 8531 Omega Avenue
 Downers Grove, IL 60116

NO.	DATE	DESCRIPTION	BY

PLAT NO. 21-22305-21
 FILED IN Plat of Subdivision
 DATE: 11/24/21

7135 DUNHAM ROAD
 DOWNERS GROVE, ILLINOIS

PLAT OF SUBDIVISION



- NOTES**
1. CONTRACTOR SHALL PROVIDE DEPRESSED CURB FOR ADA SIDEWALKS AND DRIVEWAY APRONS.
 2. CONTRACTOR SHALL REVIEW AND FOLLOW THE SOIL PREPARATION RECOMMENDATIONS AS INCLUDED IN THE SOIL EXPLORATION REPORT AS PREPARED BY TESTING SERVICE CORPORATION DATED 5/14/21.

DRAWN BY: J. KAPPOVICH JR. / DATE: 5/14/21 / CHECKED BY: J. KAPPOVICH JR. / DATE: 5/14/21 / PROJECT NO. 21-038



John Kappovich Jr.
 8521 Orange Avenue
 Downers Grove, IL 60130

NO.	DATE	DESCRIPTION OF REVISION

PROJECT NO. 21-038
 FILE NO. Geometric & Paving Package
 DATE: 5/14/21

EMBR: AM
 TESH: JR
 GARC: JC

7135 DUNHAM ROAD
DOWNERS GROVE, ILLINOIS

GEOMETRIC & PAVING PLAN & PROFILE

DOWNERS GROVE SANITARY DISTRICT

MEMO

TO: Board of Trustees

FROM: Carly Shaw
Administrative Supervisor

DATE: March 9, 2022

RE: Administrative Services Progress Report – February 2022

ADMINISTRATIVE

Personnel

Interviews are being held to fill the Accounting Assistant position.

Technology Update

Evaluation of a cloud-based phone system as an upgrade for the District’s mix of desk phones and smartphones infrastructure continues to be on hold at this time.

Concentric Integration and Kazys Motekaitis of Exodus Technology Services continue to provide IT support services. We have received notification that the firewall has shipped, and we will work with Concentric to have that installed once it arrives on site. We can then implement multi-factor authentication as suggested by our insurance agent.

The customer billing portal project with CityInsight is continuing to proceed. CityInsight plans to do their internal testing of the portal February 21 – March 4. If everything proceeds as planned, we anticipate going live with the new customer billing portal in June. CityInsight has sent us promotional materials to use on our website and social media, as well as signs for the office when we are ready to go live. We have a meeting on March 11 to get an update on the status of the project.

The following is a detailed summary of the Invoice Cloud portal’s utilization in the last month and since the portal’s launch in February 2015 through the end of last month:

# of Customers registered in the last month:	139
# of Customers paying their bills online in the last month:	1,797
Amount of Money processed through the Portal in the last month:	\$121,772.76
# of Customers signing up for Autopay through the Portal in the last month:	120
# of Customers enrolled in paperless billing in the last month:	113
# of customers registered for pay by text in the last month:	28
Cost to District for providing Invoice Cloud service in the last month:	\$533.70
Cost to District’s customers (convenience fees) in the last month:	\$2,980.89
Estimated Monthly savings from customers enrolled in paperless billing:	\$108.36
# of Customers registered from launch through last month:	6,904

# of Customers signing up for Autopay through the Portal from launch through last month:	2,866
# of Customers enrolled in paperless billing from launch through last month:	3,604
# of customers registered for pay by text from launch through last month:	2,142

FINANCIAL

Treasurer's Report and Investment Activity

The monthly Treasurer’s Report is included separately in the packet each month and detailed investment information (financial institution name, current rate and dollar amount) is provided on the District’s Investment Schedule also provided separately in the packet each month.

There have been no updates to the current investments. With the anticipated increase in interest rates during 2022, we will evaluate the existing investments to see if there are better options available.

User Billing

Detailed billing information is attached to this report.

cc: WDVB, AES, JMG, KJR, RTJ, MJS, MGP

USER BILLING SUMMARY

User Charge System

Billings for February 2022 were as follows:

	User	\$328,472.95
	Surcharge	37,632.80
	Monthly fees	381,592.70
	Total	\$747,698.45
Summer Usage Adjustment		\$0.00
	Billable Flow	168,188,914
	Budgeted Billable Flow	170,952,569
% Actual/Budgeted Billable Flow		98.38%
	YTD Billable Flow	* 1,715,765,948
	YTD Budgeted Billable Flow	1,666,010,607
% Actual/Budgeted Billable Flow		102.99%

The user accounts receivable balance on 2/28/2022 is \$775,241.56 and consists of:

Current charges due 3/15/2022		\$612,748.59
Past due charges and penalty		162,492.97
Total		\$775,241.56

The past due charges represent:

<u>Age</u>	<u>User Charges</u>	<u>Penalty</u>	<u>Totals</u>
30 days past due	\$32,390.69	\$3,716.78	\$36,107.47
60 days past due	37,987.07	5,634.51	43,621.58
90 days & greater past due	69,604.77	13,159.15	82,763.92
Totals	\$139,982.53	\$22,510.44	\$162,492.97

*There was an error in past YTD Billable Flow calculations discovered. The error was corrected and this number reflects an accurate total. With the correction, all totals going forward will be accurate.

Summary of
Past Due Charges
(90 Days and Over)

Five Year Comparison

February

<u>Year</u>	<u>User Charges</u>	<u>Penalty</u>	<u>Total</u>
2022	\$69,604.77	\$13,159.15	\$82,763.92 ***
2021	79,355.03	11,905.29	91,260.32 **
2020	43,332.92	5,779.38	49,112.30 **
2019	43,310.88	5,149.61	48,460.49 **
2018	49,771.82	6,385.66	56,157.48 *

***All accounts that were dug up/disconnected from sewer have been paid

**Includes \$9,277.55 in sewer disconnection costs on 2 accounts plus late fees

*Includes \$21,286.25 in sewer disconnection costs on 4 accounts plus late fees

Twelve Months Ending February 2022

<u>Month</u>	<u>User Charges</u>	<u>Penalty</u>	<u>Total</u>
2/28/22	\$69,604.77	\$13,159.15	\$82,763.92
1/31/22	77,774.61	14,061.89	91,836.50
12/31/21	75,563.02	14,423.46	89,986.48
11/30/21	75,609.04	14,075.95	89,684.99
10/31/21	67,897.08	13,646.54	81,543.62
9/30/21	82,506.50	24,480.75	106,987.25
8/31/21	85,080.45	13,899.39	98,979.84
7/31/21	81,057.19	12,872.45	93,929.64
6/30/21	83,697.16	13,417.21	97,114.37
5/31/21	84,924.29	13,494.61	98,418.90
4/30/21	77,863.95	12,505.71	90,369.66
3/31/21	79,415.08	12,379.57	91,794.65

There are 73 accounts scheduled for water shut off April 5th and approximately 260 collection letters that have been mailed for the 90 days past due accounts (first round of collection action taken). All accounts that were disconnected for non payment of sewer charges have been paid. One account that was disconnected for non-payment has been paid but still has not been reconnected.

To: Amy Underwood, General Manager
From: Marc Majewski, Operations Supervisor
Re: Month of February 2022, WWTC Operations Report.
Date: March 9, 2022

Attached please find detailed operating data for February and our monthly reports to Illinois EPA for January and February. We had no excursions over our permit limits in the month of February.

Certain highlights of operational activities included:

- Monthly flow: Average daily flows to the plant were 12.26 MGD. Total precipitation at the WWTC was 2.58". There were 5 excess flow events during the month of February. There were 15 days of discharge over 11 MGD.
- Activated sludge: Operating performance was ok throughout the month of February. The rain and thaw with higher flows have had a negative impact on our activated sludge. This has caused an increase in ammonias and decrease in sludge settleability, typical of this time of year.
- Anaerobic Digesters: Pumped a total of 1,214,523 gallons of primary sludge, 267,182 gallons of TWAS, and 316,866 gallons of waste grease for a total of 1,798,571 gallons pumped to digesters. Total Volatile Solids destruction was calculated at 65.2% for February.
- Digester gas: Total digester gas production was 5,757,860 cubic feet. 58,731 cubic feet of gas was used for anaerobic digestion heat, and 5,757,860 cubic feet was used in the CHP facilities. 28,267 cubic feet of flared gas was recorded during the month. The Munters dehumidifier used 379,994 cubic feet of gas.
- Bio-solids: No bio-solids were distributed in the month of February.
- Electricity: Overall net energy from ComEd was: -37,377 KW-Hrs. Electricity Generated by the CHP system was 432,137 KW-Hrs. Monthly net energy (including natural gas usage) was 1 MW-Hrs for the month of February.

C: WDVB, AES, JMW, KJR, RTJ, MJS, CS, MGP

Monthly Operations Report Page 1

	WWTC Rainfall	B01 Parshall Flume Flow Max	B01 Parshall Flume Flow Min	B01 Parshall Flume Flow Avg (Daily Total)	A01 Parshall Flume Flow Max	A01 Parshall Flume Flow Avg (Daily Total)	C01 Int Clar #1 Flow Max	C01 Int Clar #1 Flow Avg (Daily Total)	Outfall 003 Flow Max	Outfall 003 Flow Avg (Daily Total)	Total Flow Leaving WWTC Avg (Daily Total)	Total Flow Leaving WWTC Max MGD	002 Outfall Flow Avg (Daily Total)
Date	inches	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD
2/1/2022	0.17	15.15	4.33	9.11	0.00	0.00	0.00	0.00	0.00	0.00	9.11	15.15	0.00
2/2/2022	0.00	12.11	6.80	9.05	0.00	0.00	0.00	0.00	0.00	0.00	9.05	12.11	0.00
2/3/2022	0.00	11.81	5.48	8.35	0.00	0.00	0.00	0.00	0.00	0.00	8.35	11.81	0.00
2/4/2022	0.00	12.12	4.98	7.91	0.00	0.00	0.00	0.00	0.00	0.00	7.91	12.12	0.00
2/5/2022	0.00	11.84	4.34	7.63	0.00	0.00	0.00	0.00	0.00	0.00	7.63	11.84	0.00
2/6/2022	0.00	12.20	4.74	7.90	0.00	0.00	0.00	0.00	0.00	0.00	7.90	12.20	0.00
2/7/2022	0.00	12.21	4.60	7.52	0.00	0.00	0.00	0.00	0.00	0.00	7.52	12.21	0.00
2/8/2022	0.06	10.18	4.49	7.72	0.00	0.00	0.00	0.00	0.00	0.00	7.72	10.18	0.00
2/9/2022	0.00	12.41	4.66	8.27	0.00	0.00	0.00	0.00	0.00	0.00	8.27	12.41	0.00
2/10/2022	0.00	11.39	5.61	8.36	0.00	0.00	0.00	0.00	0.00	0.00	8.36	11.39	0.00
2/11/2022	0.18	17.79	5.56	11.92	0.00	0.00	0.00	0.00	0.00	0.00	11.92	17.79	0.00
2/12/2022	0.00	14.12	8.46	11.06	0.00	0.00	0.00	0.00	0.00	0.00	11.06	14.12	0.00
2/13/2022	0.00	12.97	6.88	9.66	0.00	0.00	0.00	0.00	0.00	0.00	9.66	12.97	0.00
2/14/2022	0.00	12.06	6.23	9.02	0.00	0.00	0.00	0.00	0.00	0.00	9.02	12.06	0.00
2/15/2022	0.00	13.12	0.50	8.40	0.00	0.00	0.00	0.00	0.00	0.00	8.40	13.12	0.00
2/16/2022	0.88	30.00	5.67	13.99	37.89	2.00	0.00	0.00	0.00	0.00	15.99	67.89	2.98
2/17/2022	0.15	30.00	16.93	21.90	38.39	13.27	16.00	3.63	0.00	0.00	38.81	84.39	25.67
2/18/2022	0.00	21.38	18.59	19.75	1.40	0.01	0.00	0.00	0.00	0.00	19.77	22.78	0.17
2/19/2022	0.00	19.05	12.37	15.09	0.00	0.00	0.00	0.00	0.00	0.00	15.09	19.05	0.00
2/20/2022	0.03	19.08	10.81	14.87	0.00	0.00	0.00	0.00	0.00	0.00	14.87	19.08	0.00
2/21/2022	0.00	18.77	10.72	14.37	0.00	0.00	0.00	0.00	0.00	0.00	14.37	18.77	0.00
2/22/2022	0.99	30.00	13.80	19.70	38.61	11.37	0.00	0.00	0.00	0.00	31.07	68.61	17.01
2/23/2022	0.00	22.04	20.31	20.54	10.96	2.41	0.00	0.00	0.00	0.00	22.95	33.01	4.89
2/24/2022	0.00	21.36	15.03	18.10	0.00	0.00	0.00	0.00	0.00	0.00	18.10	21.36	0.00
2/25/2022	0.11	19.23	12.42	14.70	0.00	0.00	0.00	0.00	0.00	0.00	14.70	19.23	0.00
2/26/2022	0.00	15.86	10.40	13.17	0.00	0.00	0.00	0.00	0.00	0.00	13.17	15.86	0.00
2/27/2022	0.01	15.53	9.68	12.52	0.00	0.00	0.00	0.00	0.00	0.00	12.52	15.53	0.00
2/28/2022	0.00	15.96	9.33	12.64	0.00	0.00	0.00	0.00	0.00	0.00	12.64	15.96	0.00
Minimum	0.00	10.18	0.50	7.52	0.00	0.00	0.00	0.00	0.00	0.00	7.52	10.18	0.00
Maximum	0.99	30.00	20.31	21.90	38.61	13.27	16.00	3.63	0.00	0.00	38.81	84.39	25.67
Total	2.58	469.76	243.71	343.22	127.26	29.06	16.00	3.63	0.00	0.00	375.92	613.02	50.73
Average	0.09	16.78	8.70	12.26	4.54	1.04	0.57	0.13	0.00	0.00	13.43	21.89	1.81

Monthly Operations Report Page 2

	Tertiary Flow	MLSS Avg	Activated Sludge Inventory Lbs MLSS	Activated Sludge SRT Days	15 Minutes Aeration Settling %	30 Minutes Aeration Settling %	60 Minutes Aeration Settling %	Sludge Volume Index	System 1 RAS TSS	System 2 RAS TSS	Dupage River Outfall DO
Date	MGD		LBS	DAYS	mL/L	mL/L	mL/L	mL/g	mg/l	mg/l	mg/l
2/1/2022	9.11	2,438	75,639	12.58	45	35	27	143	2,682		8.5
2/2/2022	9.05	1,998	61,977	9.56	60	46	36	227		4,588	
2/3/2022	8.35	2,250	69,806	11.52	61	45	37	193	2,565		8.3
2/4/2022	7.91	2,331	72,301	12.62	82	55	42	234		4,290	
2/5/2022	7.63		72,301	12.78							
2/6/2022	7.90		72,301	12.64							
2/7/2022	7.52	2,387	74,048	12.88	53	38	31	157		4,306	8.7
2/8/2022	7.72	2,363	73,297	12.97	64	44	34	188	2,872		8.2
2/9/2022	8.27	2,276	70,597	13.04	51	37	29	161		4,027	8.2
2/10/2022	8.36	2,228	69,109	12.73	62	46	37	206	2,803		
2/11/2022	11.92	2,280	70,739	11.08	66	49	37	214		4,773	
2/12/2022	11.06		70,739	11.13							
2/13/2022	9.66		70,739	11.18							
2/14/2022	9.02	2,344	72,717	12.27	77	62	49	262		4,452	9.6
2/15/2022	8.40	2,179	67,597	11.23	83	65	53	300	3,325		9.4
2/16/2022	13.99	2,546	78,975	12.71	81	62	49	245		4,645	8.4
2/17/2022	21.90		78,975	12.77							
2/18/2022	19.75	1,334	64,310	7.25	36	25	21	184		4,307	
2/19/2022	15.09		41,389	7.24							
2/20/2022	14.87		41,389	7.30							
2/21/2022	14.37	2,081	64,554	8.40	76	58	46	276		5,797	8.6
2/22/2022	19.70	1,605	49,800	6.61	56	41	35	253	2,819		7.6
2/23/2022	20.54	1,380	42,817	7.63	40	30	24	216		4,564	
2/24/2022	18.10	1,484	46,025	8.22	58	45	36	298	2,574		8.5
2/25/2022	14.70		46,025	8.24	83	64	52				
2/26/2022	13.17		46,025	8.15							
2/27/2022	12.52		46,025	8.20							
2/28/2022	12.64	2,300	71,341	10.26	85	65	51	283		5,736	9.0
Minimum	7.52	1,334	41,388.62	6.61	36.32	24.80	20.80	143.14	2,565	4,027	7.6
Maximum	21.90	2,546	78,974.67	13.04	85.22	65.47	52.78	299.59	3,325	5,797	9.6
Total	343.22	37,801	1,781,557.34	293.18	1,221.44	910.68	725.22	4,038.78	19,640	51,485	103.0
Average	12.26	2,100	63,627.04	10.47	64.16	48.00	38.21	224.44	2,806	4,680	8.6

Monthly Operations Report Page 3

	Tertiary Flow	Influent BOD 5	Primary Clarifier BOD 5	Intermediate Clarifier CBOD 5	Tertiary Effluent CBOD 5	Tertiary Effluent CBOD 5 Load	BOD 5 Removal %	Ambient Air Temp Min	Ambient Air Temp Max	Influent Flow Temp
Date	MGD	mg/l	mg/l	mg/l	mg/l		%	Deg F	Deg F	Deg F
2/1/2022	9.11	245	96	3.1	0.8	61	98.8	29	48	54.5
2/2/2022	9.05	245			1.2	91	97.9	16	29	54.2
2/3/2022	8.35	208	98	2.8	1.0	70	98.1	16	22	53.2
2/4/2022	7.91							10	30	
2/5/2022	7.63							2	21	
2/6/2022	7.90							16	36	
2/7/2022	7.52	253			0.8	50	99.2	16	30	53.2
2/8/2022	7.72	233	115	2.0	0.6	39	98.7	18	39	53.4
2/9/2022	8.27	227			0.8	55	98.1	30	45	54.1
2/10/2022	8.36	297	128	1.7	0.6	42	99.0	27	36	53.8
2/11/2022	11.92							29	47	
2/12/2022	11.06							13	29	
2/13/2022	9.66							12	20	
2/14/2022	9.02	185			0.7	53	98.6	14	28	52.3
2/15/2022	8.40	260	90	1.1	0.6	42	99.0	21	46	53.1
2/16/2022	13.99	327			1.2	140	97.8	43	55	52.9
2/17/2022	21.90	88	52	3.2	3.2	585	86.1	13	43	49.5
2/18/2022	19.75	121						6	32	
2/19/2022	15.09							9	26	
2/20/2022	14.87							17	48	
2/21/2022	14.37	130			1.5	180	97.1	30	55	54.4
2/22/2022	19.70	120	51	4.7	1.4	230	96.8	24	53	50.4
2/23/2022	20.54	114			1.3	223	96.0	16	25	50.2
2/24/2022	18.10							21	28	49.3
2/25/2022	14.70							18	35	0.0
2/26/2022	13.17							12	33	
2/27/2022	12.52							26	45	
2/28/2022	12.64	168			1.0	105	98.3	23	45	49.8
Minimum	7.52	88	51	1.1	0.60	39	86.1	2	20	0.0
Maximum	21.90	327	128	4.7	3.20	585	99.2	43	55	54.5
Total	343.22	3,221	630	18.6	16.70	1,964	1,459.5	838	1,030	838.3
Average	12.26	201	90	2.7	1.11	131	97.3	19	37	49.3

Monthly Operations Report Page 4

	Tertiary Flow	Influent TSS	Primary Clarifier TSS	Intermediate Clarifier TSS	Tertiary Effluent TSS	Tertiary Effluent TSS Load	TSS Removal %	Influent pH	Primary Clarifier pH	Tertiary Effluent pH	Intermediate pH
Date	MGD	mg/l	mg/l	mg/l	mg/l	lbs/day	%	SU	SU	SU	SU
2/1/2022	9.11	264	87	9.0	0.5	38	99.8	7.5	7.5	6.9	7.2
2/2/2022	9.05	192			0.8	60	99.6	7.6	7.6	6.9	7.2
2/3/2022	8.35	208	77	7.0	0.5	35	99.8	7.7	7.6	6.9	7.0
2/4/2022	7.91	256			0.5	33	99.8	7.6	7.6	6.8	7.1
2/5/2022	7.63	232			0.6	38	99.7				
2/6/2022	7.90	184			0.6	40	99.7				
2/7/2022	7.52	255			0.6	38	99.8	7.6	7.5	7.0	7.2
2/8/2022	7.72	277	86	4.0	0.3	19	99.9	7.6	7.6	6.9	7.2
2/9/2022	8.27	235			0.4	28	99.8	7.5	7.5	6.7	7.0
2/10/2022	8.36	288	83	4.2	0.6	42	99.8	7.6	7.6	6.8	7.1
2/11/2022	11.92	220			0.7	70	99.7	7.6	7.5	6.9	7.1
2/12/2022	11.06	192			1.0	92	99.5				
2/13/2022	9.66	132			0.8	64	99.4				
2/14/2022	9.02	100			0.6	45	99.4	7.7	7.6	7.2	7.2
2/15/2022	8.40	250	47	1.8	0.8	56	99.7	7.6	7.7	7.1	7.2
2/16/2022	13.99	285			1.0	117	99.6	7.6	7.6	7.0	7.2
2/17/2022	21.90	80	52	9.7	4.2	767	94.8	7.6	7.6	7.0	7.2
2/18/2022	19.75	88			1.9	313	97.8	7.7	7.8	7.2	7.5
2/19/2022	15.09	128			1.2	151	99.1				
2/20/2022	14.87	90			0.7	87	99.2				
2/21/2022	14.37	112			0.9	108	99.2	7.7	7.8	7.2	7.4
2/22/2022	19.70	112	47	13.8	0.8	131	99.3	7.7	7.7	7.2	7.3
2/23/2022	20.54	84			0.6	103	99.3	7.7	7.8	7.1	7.3
2/24/2022	18.10	92	49	13.6	1.0	151	98.9	7.7	7.8	7.2	7.5
2/25/2022	14.70	96			0.7	86	99.3	7.7	7.8	7.3	7.5
2/26/2022	13.17	100			0.5	55	99.5				
2/27/2022	12.52	112			0.6	63	99.5				
2/28/2022	12.64	152			0.5	53	99.7	7.6	7.8	7.2	7.4
Minimum	7.52	80	47	1.8	0.3	19	94.8	7.5	7.5	6.7	7.0
Maximum	21.90	288	87	13.8	4.2	767	99.9	7.7	7.8	7.3	7.5
Total	343.22	4,816	528	63.1	23.9	2,882	2,780.4	152.6	153.0	140.5	144.8
Average	12.26	172	66	7.9	0.9	103	99.3	7.6	7.7	7.0	7.2

MONTHLY OPERATIONS REPORT PAGE

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Date	Tertiary Flow MGD	Influent Ammonia-N mg/l	Tertiary Ammonia-N mg/l	Tertiary Effluent Ammonia-N Load lbs/day	Chlorine Residual mg/l	Fecal Coliform col/100ml
2/1/2022	9.11	19.20	0.16	12.2		
2/2/2022	9.05	19.36	2.48	187.3		
2/3/2022	8.35	18.56	1.64	114.2		
2/4/2022	7.91					
2/5/2022	7.63					
2/6/2022	7.90	14.08	0.10	6.6		
2/7/2022	7.52	21.08	0.10	6.3		
2/8/2022	7.72	23.16	0.56	36.1		
2/9/2022	8.27	18.16	1.76	121.4		
2/10/2022	8.36	17.16	0.10	7.0		
2/11/2022	11.92				0.03	
2/12/2022	11.06				0.03	
2/13/2022	9.66	11.20	0.10	8.1		
2/14/2022	9.02	14.42	0.10	7.5		
2/15/2022	8.40	19.32	0.10	7.0		
2/16/2022	13.99	14.28	1.79	208.9	0.03	
2/17/2022	21.90	4.52	2.16	394.6		
2/18/2022	19.75				0.03	
2/19/2022	15.09				0.03	
2/20/2022	14.87	7.04	2.62	324.9	0.03	
2/21/2022	14.37	8.44	2.72	325.9	0.03	
2/22/2022	19.70	5.00	2.96	486.3	0.03	
2/23/2022	20.54	6.20	1.86	318.6	0.03	
2/24/2022	18.10	7.60	4.81	726.2	0.03	
2/25/2022	14.70				0.03	
2/26/2022	13.17					
2/27/2022	12.52	7.92	0.93	97.1		
2/28/2022	12.64	9.80	0.86	90.7		
Minimum	7.52	4.52	0.10	6.3	0.03	
Maximum	21.90	23.16	4.81	726.2	0.03	
Total	343.22	266.50	27.91	3,486.6	0.33	
Average	12.26	13.33	1.40	174.3	0.03	

SLUDGE DATA

Primary Sludge	TS	2.73 %	1,214,523 Gallons
WAS to Thickener	TS	2.25 %	699,130 Gallons
TWAS to Digester 4	TS	4.45 %	267,182 Gallons
Hauled Grease to Digs	TS	6.80 %	316,866 Gallons
<u>Anaerobically Digested Sludge Pumping</u>			
Drying Beds	TS	2.63 %	122,640 Gallons
BFP	TS	2.74 %	840,870 Gallons
Lagoons	TS	%	Gallons
Total			963,510 Gallons

VS Destruction

65.2 %

Biosolids Disposal

Class A Distribution	Feb	Dry Tons
Class B Hauling	Feb	Dry Tons
Total	Feb	Dry Tons
Class A Distribution	YTD	Dry Tons
Class B Hauling	YTD	Dry Tons
Total	YTD	Dry Tons

ENERGY DATA

Total Digester Gas Production	5,757,860 SCF
Gas Volume per Volatile Solids Load	12.0 Cu.Ft./Lb.

Digester Gas Utilization

Heat Exchangers	58,731 SCF
Dehumidification	379,994 SCF
CHP	5,290,868 SCF
Total	5,729,593 SCF

Digester Gas Flared

28,267 SCF

Natural Gas Consumed

WWTC	41,000 SCF
MSB	57,600 SCF
Chemical Feed	23,500 SCF
5006 Walnut	34,500 SCF

Kilowatt-hours Generated CHP	432,137 KWH
Net energy from Comed	-37,377 KWH
Monthly net energy	1 MWH

MISCELLANEOUS

Grit Removal	Feb	40 Cu. Yds
Grit Removal	YTD	40 Cu. Yds
Anaerobic Supernate		789,201 Gallons
Waste Activated Sludge		157,712 Gals/Day
City Water Consumed		80,111 Gallons

Monthly Operations Report Page 6

	Tertiary Flow	Influent Phosphorus	Tertiary Effluent Phosphorus	Influent Phosphorus Load	Tertiary Effluent Phosphorus Load	Phosphorus Removal %	Influent Nitrogen	Tertiary Effluent Nitrogen	Influent Nitrogen Load	Tertiary Effluent Nitrogen Load	Nitrogen Removal %	Tertiary Effluent Nitrate Grab
Date	MGD	mg/l	mg/l	lbs/day	lbs/day	%	mg/l	mg/l	lbs/day	lbs/day	%	mg/l
2/1/2022	9.11											
2/2/2022	9.05											
2/3/2022	8.35											24.20
2/4/2022	7.91											
2/5/2022	7.63											
2/6/2022	7.90											
2/7/2022	7.52											
2/8/2022	7.72						37.7	19.8	2,552.3	1,275.3	50.0	24.16
2/9/2022	8.27	11.46	4.20	825.0	289.7	63.4						
2/10/2022	8.36											
2/11/2022	11.92											
2/12/2022	11.06											
2/13/2022	9.66											
2/14/2022	9.02	4.69	2.17	350.8	163.2	53.7						
2/15/2022	8.40											
2/16/2022	13.99											
2/17/2022	21.90											6.92
2/18/2022	19.75											
2/19/2022	15.09											
2/20/2022	14.87											
2/21/2022	14.37	2.54	1.32	318.4	158.2	48.0						
2/22/2022	19.70											
2/23/2022	20.54											
2/24/2022	18.10											5.72
2/25/2022	14.70											
2/26/2022	13.17											
2/27/2022	12.52											
2/28/2022	12.64	3.70	1.11	395.2	117.0	70.0						
Minimum	7.52	2.54	1.11	318.4	117.0	48.0	37.7	19.8	2,552.3	1,275.3	50.0	5.72
Maximum	21.90	11.46	4.20	825.0	289.7	70.0	37.7	19.8	2,552.3	1,275.3	50.0	24.20
Total	343.22	22.39	8.80	1,889.4	728.1	235.1	37.7	19.8	2,552.3	1,275.3	50.0	61.00
Average	12.26	5.60	2.20	472.4	182.0	58.8	37.7	19.8	2,552.3	1,275.3	50.0	15.25

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

31 days of discharge. Zero days combined with A01 and zero days combined with C01.

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User: reeseberry
Name: Dorrance Berry
E-Mail: rberry@dgsd.org
Date/Time: 2022-02-17 14:10 (Time Zone: -06:00)

Report Last Signed By

User: reeseberry
Name: Dorrance Berry
E-Mail: rberry@dgsd.org
Date/Time: 2022-02-17 14:33 (Time Zone: -06:00)

DMR Copy of Record

Permit					
Permit #:	IL0028380	Permittee:	DOWNERS GROVE SANITARY DISTRICT	Facility:	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
Major:	Yes	Permittee Address:	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515	Facility Location:	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515
Permitted Feature:	002 External Outfall	Discharge:	002-0 MIXING CHMBR OVERFLOW TO ST. JOSEPH CRK		

Report Dates & Status					
Monitoring Period:	From 01/01/22 to 01/31/22	DMR Due Date:	02/25/22	Status:	NetDMR Validated

Considerations for Form Completion
W0430300002 ; NUMBER OF DAYS OF DISCHARGE:CS

Principal Executive Officer					
First Name:	Amy	Title:	General Manager	Telephone:	630-969-0664
Last Name:	Underwood				

No Data Indicator (NODI)
Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type			
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3	Units	
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample											Req Mon DAILY MN	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.											C - No Discharge				
					Value NODI															
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample											<= 30.0 MO AVG	<= 45.0 WKLY AVG	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											C - No Discharge	C - No Discharge			
					Value NODI															
00400	pH	1 - Effluent Gross	0	--	Sample											>= 6.0 MINIMUM	<= 9.0 MAXIMUM	12 - SU	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											C - No Discharge	C - No Discharge			
					Value NODI															
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample											<= 30.0 MO AVG	<= 45.0 WKLY AVG	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											C - No Discharge	C - No Discharge			
					Value NODI															
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample											Req Mon DAILY MX	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.											C - No Discharge				
					Value NODI															
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample											Req Mon DAILY MX	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.											C - No Discharge				
					Value NODI															
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample											<= 0.75 MO AVG		19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											C - No Discharge				
					Value NODI															
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample											<= 400.0 DAILY MX	13 - #/100mL	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.											C - No Discharge				
					Value NODI															
82220	Flow, total	1 - Effluent Gross	0	--	Sample											Req Mon MO TOTAL	80 - Mgal/mo	DL/DS - Daily When Discharging		
					Permit Req.											C - No Discharge				
					Value NODI															

Submission Note
If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors
No errors.

Comments

Attachments
No attachments.

Report Last Saved By
DOWNERS GROVE SANITARY DISTRICT
User: reeseberry

Name: Dorrance Berry
E-Mail: rberry@dgsd.org
Date/Time: 2022-02-17 14:11 (Time Zone: -06:00)

Report Last Signed By

User: reeseberry
Name: Dorrance Berry
E-Mail: rberry@dgsd.org
Date/Time: 2022-02-17 14:33 (Time Zone: -06:00)

DMR Copy of Record

Permit			
Permit #:	IL0028380	Permittee:	DOWNERS GROVE SANITARY DISTRICT
Major:	Yes	Permittee Address:	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515
Permitted Feature:	003 External Outfall	Discharge:	003-0 EXCESS FLOW TO ST. JOSEPH CRK
Facility:	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER		
Facility Location:	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515		

Report Dates & Status			
Monitoring Period:	From 01/01/22 to 01/31/22	DMR Due Date:	02/25/22
Status:	NetDMR Validated		

Considerations for Form Completion
W0430300002 ; NUMBER OF DAYS OF DISCHARGE:CS

Principal Executive Officer			
First Name:	Amy	Title:	General Manager
Last Name:	Underwood	Telephone:	630-969-0664

No Data Indicator (NODI)
Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type								
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3	Units						
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample												Req Mon DAILY MN	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB					
					Permit Req.												C - No Discharge								
					Value NODI																				
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample												<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.																				
					Value NODI													C - No Discharge		C - No Discharge					
00400	pH	1 - Effluent Gross	0	--	Sample												>=	6.0 MINIMUM	<=	9.0 MAXIMUM	12 - SU	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.																				
					Value NODI													C - No Discharge		C - No Discharge					
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample													<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																				
					Value NODI														C - No Discharge		C - No Discharge				
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample																Req Mon DAILY MX	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																				
					Value NODI																C - No Discharge				
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample																Req Mon DAILY MX	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																				
					Value NODI																C - No Discharge				
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample														<=	0.75 MO AVG		19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																				
					Value NODI																C - No Discharge				
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample																<=	400.0 DAILY MX	13 - #/100mL	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.																				
					Value NODI																C - No Discharge				
82220	Flow, total	1 - Effluent Gross	0	--	Sample																				
					Permit Req.																	Req Mon MO TOTAL	80 - Mgal/mo	DL/DS - Daily When Discharging	
					Value NODI																	C - No Discharge			

Submission Note
If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors
No errors.

Comments

Attachments
No attachments.

Report Last Saved By
DOWNERS GROVE SANITARY DISTRICT
User: reeseberry

Name: Dorrance Berry
E-Mail: rberry@dgsd.org
Date/Time: 2022-02-17 14:11 (Time Zone: -06:00)

Report Last Signed By

User: reeseberry
Name: Dorrance Berry
E-Mail: rberry@dgsd.org
Date/Time: 2022-02-17 14:33 (Time Zone: -06:00)

DMR Copy of Record

Permit			
Permit #:	IL0028380	Permittee:	DOWNERS GROVE SANITARY DISTRICT
Major:	Yes	Permittee Address:	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515
Permitted Feature:	B01 External Outfall	Discharge:	B01-0 INTERNAL MIXING CHMBR - E. BR. DUPAGE RVR
Facility:	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER		
Facility Location:	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515		

Report Dates & Status			
Monitoring Period:	From 01/01/22 to 01/31/22	DMR Due Date:	02/25/22
Status:	NetDMR Validated		

Considerations for Form Completion
W0430300002 ; DMF LOAD LIMITS DISPLAYED.

Principal Executive Officer			
First Name:	Amy	Title:	General Manager
Last Name:	Underwood	Telephone:	630-969-0664

No Data Indicator (NODI)
Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type				
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3	Units		
00011	Temperature, water deg. fahrenheit	1 - Effluent Gross	0	--	Sample						=	48.6				15 - deg F	01/30 - Monthly	GR - GRAB			
					Permit Req.											15 - deg F	01/30 - Monthly	GR - GRAB			
					Value NODI																
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	1	--	Sample						=	8.4	=	8.2	=	7.4	19 - mg/L	03/07 - Three Per Week	GR - GRAB		
					Permit Req.					>=	5.5 MO AV MN	>=	4.0 MN WK AV	>=	3.5 DAILY MN	19 - mg/L	02/DA - 2 Days Every Week	GR - GRAB			
					Value NODI																
00400	pH	1 - Effluent Gross	0	--	Sample						=	6.7			=	7.2	12 - SU	05/DW - 5 Days Every Week	GR - GRAB		
					Permit Req.					>=	6.0 MINIMUM			<=	9.0 MAXIMUM	12 - SU	02/DA - 2 Days Every Week	GR - GRAB			
					Value NODI																
00410	Alkalinity, total [as CaCO3]	1 - Effluent Gross	0	--	Sample										=	158.0	19 - mg/L	01/30 - Monthly	CP - COMPOS		
					Permit Req.													19 - mg/L	01/30 - Monthly	CP - COMPOS	
					Value NODI																
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample	=	41.28	=	85.55	26 - lb/d			=	0.6	=	0.9	19 - mg/L	05/DW - 5 Days Every Week	CP - COMPOS		
					Permit Req.	<=	2202.0 MO AVG	<=	4404.0 DAILY MX	26 - lb/d			<=	12.0 MO AVG	<=	24.0 DAILY MX	19 - mg/L	02/DA - 2 Days Every Week	CP - COMPOS		
					Value NODI																
00600	Nitrogen, total [as N]	1 - Effluent Gross	0	--	Sample										=	18.7	19 - mg/L	01/30 - Monthly	CP - COMPOS		
					Permit Req.														19 - mg/L	01/30 - Monthly	CP - COMPOS
					Value NODI																
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample	=	20.34	=	72.91	26 - lb/d			=	0.3	=	1.02	19 - mg/L	05/DW - 5 Days Every Week	CP - COMPOS		
					Permit Req.	<=	734.0 MO AVG	<=	1376.0 DAILY MX	26 - lb/d			<=	4.0 MO AVG	<=	7.5 DAILY MX	19 - mg/L	02/DA - 2 Days Every Week	CP - COMPOS		
					Value NODI																
00625	Nitrogen, Kjeldahl, total [as N]	1 - Effluent Gross	0	--	Sample										=	1.2	19 - mg/L	01/30 - Monthly	CP - COMPOS		
					Permit Req.														19 - mg/L	01/30 - Monthly	CP - COMPOS
					Value NODI																
00630	Nitrite + Nitrate total [as N]	1 - Effluent Gross	0	--	Sample										=	17.5	19 - mg/L	01/30 - Monthly	CA - CALCTD		
					Permit Req.														19 - mg/L	01/30 - Monthly	CA - CALCTD
					Value NODI																

CP -

00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample											=	3.81	19 - mg/L	04/30 - Four Per Month	COMPOS							
					Permit Req.																Req Mon DAILY MX	19 - mg/L	0	01/30 - Monthly	CP - COMPOS		
					Value NODI																						
00666	Phosphorus, dissolved	1 - Effluent Gross	0	--	Sample												=	1.76	19 - mg/L	01/30 - Monthly	CP - COMPOS						
					Permit Req.																	Req Mon DAILY MX	19 - mg/L	0	01/30 - Monthly	CP - COMPOS	
					Value NODI																						
00940	Chloride [as Cl]	1 - Effluent Gross	0	--	Sample												=	278.0	19 - mg/L	01/30 - Monthly	GR - GRAB						
					Permit Req.																		Req Mon DAILY MX	19 - mg/L	0	01/30 - Monthly	GR - GRAB
					Value NODI																						
50050	Flow, in conduit or thru treatment plant	1 - Effluent Gross	0	--	Sample	=	8.16	=	11.4	03 - MGD																	
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX	03 - MGD														0	99/99 - Continuous		
					Value NODI																						
50060	Chlorine, total residual	1 - Effluent Gross	1	--	Sample																						
					Permit Req.																						
					Value NODI																						
80082	BOD, carbonaceous [5 day, 20 C]	1 - Effluent Gross	0	--	Sample	=	57.78	=	82.85	26 - lb/d																	
					Permit Req.		<=	1835.0 MO AVG	<=	3670.0 DAILY MX	26 - lb/d																
					Value NODI																						

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User: reeseberry
 Name: Dorrance Berry
 E-Mail: rberry@dgsd.org
 Date/Time: 2022-02-17 14:15 (Time Zone: -06:00)

Report Last Signed By

User: reeseberry
 Name: Dorrance Berry
 E-Mail: rberry@dgsd.org
 Date/Time: 2022-02-17 14:33 (Time Zone: -06:00)

DMR Copy of Record

Permit					
Permit #:	IL0028380	Permittee:	DOWNERS GROVE SANITARY DISTRICT	Facility:	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
Major:	Yes	Permittee Address:	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515	Facility Location:	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515
Permitted Feature:	B01 External Outfall	Discharge:	B01-S SEMI ANNUAL SAMPLING AT B01		

Report Dates & Status					
Monitoring Period:	From 08/01/21 to 01/31/22	DMR Due Date:	02/25/22	Status:	NetDMR Validated

Considerations for Form Completion
W0430300002

Principal Executive Officer					
First Name:	Amy	Title:	General Manager	Telephone:	630-969-0664
Last Name:	Underwood				

No Data Indicator (NODI)
Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3			
00556	Oil & Grease	1 - Effluent Gross	0	--	Sample						<	5.0	19 - mg/L	0	09/99 - See Permit	GR - GRAB	
					Permit Req.						Req Mon DAILY MX	19 - mg/L					
					Value NODI												
00720	Cyanide, total [as CN]	1 - Effluent Gross	0	--	Sample						<	5.0	28 - ug/L	0	09/99 - See Permit	GR - GRAB	
					Permit Req.						Req Mon DAILY MX	28 - ug/L					
					Value NODI												
00722	Cyanide, free [amenable to chlorination]	1 - Effluent Gross	0	--	Sample						<	5.0	28 - ug/L	0	09/99 - See Permit	GR - GRAB	
					Permit Req.						Req Mon DAILY MX	28 - ug/L					
					Value NODI												
00951	Fluoride, total [as F]	1 - Effluent Gross	0	--	Sample						=	0.63	19 - mg/L	0	09/99 - See Permit	24 - COMP24	
					Permit Req.						Req Mon DAILY MX	19 - mg/L					
					Value NODI												
01002	Arsenic, total [as As]	1 - Effluent Gross	0	--	Sample						<	0.01	19 - mg/L	0	09/99 - See Permit	24 - COMP24	
					Permit Req.						Req Mon DAILY MX	19 - mg/L					
					Value NODI												
01007	Barium, total [as Ba]	1 - Effluent Gross	0	--	Sample						=	0.017	19 - mg/L	0	09/99 - See Permit	24 - COMP24	
					Permit Req.						Req Mon DAILY MX	19 - mg/L					
					Value NODI												
01012	Beryllium, total [as Be]	1 - Effluent Gross	0	--	Sample						<	0.004	19 - mg/L	0	09/99 - See Permit	24 - COMP24	
					Permit Req.						Req Mon DAILY MX	19 - mg/L					
					Value NODI												
01027	Cadmium, total [as Cd]	1 - Effluent Gross	0	--	Sample						<	0.001	19 - mg/L	0	09/99 - See Permit	24 - COMP24	
					Permit Req.						Req Mon DAILY MX	19 - mg/L					
					Value NODI												
01032	Chromium, hexavalent [as Cr]	1 - Effluent Gross	0	--	Sample						<	0.005	19 - mg/L	0	09/99 - See Permit	GR - GRAB	
					Permit Req.						Req Mon DAILY MX	19 - mg/L					
					Value NODI												
01034	Chromium, total [as Cr]	1 - Effluent Gross	0	--	Sample						<	0.005	19 - mg/L	0	09/99 - See Permit	24 - COMP24	
					Permit Req.						Req Mon DAILY MX	19 - mg/L					
					Value NODI												
01042	Copper, total [as Cu]	1 - Effluent Gross	0	--	Sample						=	0.007	19 - mg/L	0	09/99 - See Permit	24 - COMP24	
					Permit Req.						Req Mon DAILY MX	19 - mg/L					
					Value NODI												
01045	Iron, total [as Fe]	1 - Effluent Gross	0	--	Sample						=	0.09	19 - mg/L	0	09/99 - See Permit	24 - COMP24	
					Permit Req.						Req Mon DAILY MX	19 - mg/L					
					Value NODI												
01046	Iron, dissolved [as Fe]	1 - Effluent Gross	0	--	Sample						=	0.07	19 - mg/L	0	09/99 - See Permit	24 - COMP24	
					Permit Req.						Req Mon DAILY MX	19 - mg/L					
					Value NODI												

01051	Lead, total [as Pb]	1 - Effluent Gross	0	--	Sample														<	0.005	19 - mg/L		09/99 - See Permit	24 - COMP24				
					Permit Req.																			Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Value NODI																							
01055	Manganese, total [as Mn]	1 - Effluent Gross	0	--	Sample															=	0.03	19 - mg/L		09/99 - See Permit	24 - COMP24			
					Permit Req.																			Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Value NODI																							
01059	Thallium, total [as Tl]	1 - Effluent Gross	0	--	Sample															<	0.01	19 - mg/L		09/99 - See Permit	24 - COMP24			
					Permit Req.																			Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Value NODI																							
01067	Nickel, total [as Ni]	1 - Effluent Gross	0	--	Sample															<	0.005	19 - mg/L		09/99 - See Permit	24 - COMP24			
					Permit Req.																			Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Value NODI																							
01077	Silver, total [as Ag]	1 - Effluent Gross	0	--	Sample															<	0.003	19 - mg/L		09/99 - See Permit	24 - COMP24			
					Permit Req.																			Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Value NODI																							
01092	Zinc, total [as Zn]	1 - Effluent Gross	0	--	Sample																=	0.032	19 - mg/L		09/99 - See Permit	24 - COMP24		
					Permit Req.																			Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Value NODI																							
01097	Antimony, total [as Sb]	1 - Effluent Gross	0	--	Sample															<	0.006	19 - mg/L		09/99 - See Permit	24 - COMP24			
					Permit Req.																			Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Value NODI																							
01147	Selenium, total [as Se]	1 - Effluent Gross	0	--	Sample															<	0.005	19 - mg/L		09/99 - See Permit	24 - COMP24			
					Permit Req.																			Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Value NODI																							
32730	Phenolics, total recoverable	1 - Effluent Gross	0	--	Sample															<	0.005	19 - mg/L		09/99 - See Permit	GR - GRAB			
					Permit Req.																			Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	GR - GRAB
					Value NODI																							
71900	Mercury, total [as Hg]	1 - Effluent Gross	0	--	Sample																=	0.94	3M - ng/L		09/99 - See Permit	GR - GRAB		
					Permit Req.																			Req Mon DAILY MX	3M - ng/L	0	09/99 - See Permit	GR - GRAB
					Value NODI																							

Submission Note

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Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User: reeseberry
 Name: Dorrance Berry
 E-Mail: rberry@dgsd.org
 Date/Time: 2022-02-17 14:22 (Time Zone: -06:00)

Report Last Signed By

User: reeseberry
 Name: Dorrance Berry
 E-Mail: rberry@dgsd.org
 Date/Time: 2022-02-17 14:33 (Time Zone: -06:00)

DMR Copy of Record

Parameter		Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type	
Code	Name				Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample										Req Mon DAILY MX	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.										C - No Discharge			
					Value NODI													
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample										Req Mon DAILY MX	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.										C - No Discharge			
					Value NODI													
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample										Req Mon DAILY MX	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.										C - No Discharge			
					Value NODI													
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample										Req Mon DAILY MX	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.										C - No Discharge			
					Value NODI													
82220	Flow, total	1 - Effluent Gross	0	--	Sample										Req Mon MO TOTAL	80 - Mgal/mo	DL/DS - Daily When Discharging	CN - CONTIN
					Permit Req.										C - No Discharge			
					Value NODI													

Submission Note

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Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User: reeseberry
 Name: Dorrance Berry
 E-Mail: rberry@dgsd.org
 Date/Time: 2022-02-17 14:22 (Time Zone: -06:00)

Report Last Signed By

User: reeseberry
 Name: Dorrance Berry
 E-Mail: rberry@dgsd.org
 Date/Time: 2022-02-17 14:33 (Time Zone: -06:00)

DMR Copy of Record

Permit

Permit #:	IL0028380	Permittee:	DOWNERS GROVE SANITARY DISTRICT	Facility:	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
Major:	Yes	Permittee Address:	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515	Facility Location:	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515
Permitted Feature:	INF Influent Structure	Discharge:	INF-L INFLUENT MONITORING		

Report Dates & Status

Monitoring Period:	From 01/01/22 to 01/31/22	DMR Due Date:	02/25/22	Status:	NetDMR Validated
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Considerations for Form Completion

W0430300002

Principal Executive Officer

First Name:	Amy	Title:	General Manager	Telephone:	630-969-0664
Last Name:	Underwood				

No Data Indicator (NODI)

Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type	
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	--	Sample						=	255.0			19 - mg/L	0	09/99 - See Permit	CP - COMPOS
					Permit Req.										19 - mg/L			
					Value NODI													
00530	Solids, total suspended	G - Raw Sewage Influent	0	--	Sample						=	228.0			19 - mg/L	0	09/99 - See Permit	CP - COMPOS
					Permit Req.										19 - mg/L			
					Value NODI													
00600	Nitrogen, total [as N]	G - Raw Sewage Influent	0	--	Sample								=	34.8	19 - mg/L	0	01/30 - Monthly	CP - COMPOS
					Permit Req.										19 - mg/L			
					Value NODI													
00665	Phosphorus, total [as P]	G - Raw Sewage Influent	0	--	Sample								=	6.67	19 - mg/L	0	04/30 - Four Per Month	CP - COMPOS
					Permit Req.										19 - mg/L			
					Value NODI													
50050	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	--	Sample	=	8.47	=	11.17	03 - MGD						0	99/99 - Continuous	
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX	03 - MGD								
					Value NODI													

Submission Note

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Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User: reeseberry
 Name: Dorrance Berry
 E-Mail: rberry@dgsd.org
 Date/Time: 2022-02-17 14:23 (Time Zone: -06:00)

Report Last Signed By

User: reeseberry
 Name: Dorrance Berry
 E-Mail: rberry@dgsd.org
 Date/Time: 2022-02-17 14:33 (Time Zone: -06:00)

DMR Copy of Record

Permit					
Permit #:	IL0028380	Permittee:	DOWNERS GROVE SANITARY DISTRICT	Facility:	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
Major:	Yes	Permittee Address:	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515	Facility Location:	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515
Permitted Feature:	INFL Influent Structure	Discharge:	INFL-S SEMI ANNUAL SAMPLING AT INFL		

Report Dates & Status					
Monitoring Period:	From 08/01/21 to 01/31/22	DMR Due Date:	02/25/22	Status:	NetDMR Validated

Considerations for Form Completion
W0430300002

Principal Executive Officer					
First Name:	Amy	Title:	General Manager	Telephone:	630-969-0664
Last Name:	Underwood				

No Data Indicator (NODI)
Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3			
00556	Oil & Grease	1 - Effluent Gross	0	--	Sample						=	18.0		19 - mg/L	0	09/99 - See Permit	GR - GRAB
					Permit Req.							Req Mon DAILY MX	19 - mg/L				
					Value NODI												
00718	Cyanide, weak acid, dissociable	1 - Effluent Gross	0	--	Sample						<	5.0		28 - ug/L	0	09/99 - See Permit	GR - GRAB
					Permit Req.							Req Mon DAILY MX	28 - ug/L				
					Value NODI												
00720	Cyanide, total [as CN]	1 - Effluent Gross	0	--	Sample						<	5.0		28 - ug/L	0	09/99 - See Permit	GR - GRAB
					Permit Req.							Req Mon DAILY MX	28 - ug/L				
					Value NODI												
00951	Fluoride, total [as F]	1 - Effluent Gross	0	--	Sample						=	0.65		19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Permit Req.							Req Mon DAILY MX	19 - mg/L				
					Value NODI												
01002	Arsenic, total [as As]	1 - Effluent Gross	0	--	Sample						<	0.01		19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Permit Req.							Req Mon DAILY MX	19 - mg/L				
					Value NODI												
01007	Barium, total [as Ba]	1 - Effluent Gross	0	--	Sample						=	0.043		19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Permit Req.							Req Mon DAILY MX	19 - mg/L				
					Value NODI												
01012	Beryllium, total [as Be]	1 - Effluent Gross	0	--	Sample						<	0.004		19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Permit Req.							Req Mon DAILY MX	19 - mg/L				
					Value NODI												
01027	Cadmium, total [as Cd]	1 - Effluent Gross	0	--	Sample						<	0.001		19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Permit Req.							Req Mon DAILY MX	19 - mg/L				
					Value NODI												
01032	Chromium, hexavalent [as Cr]	1 - Effluent Gross	0	--	Sample						<	0.005		19 - mg/L	0	09/99 - See Permit	GR - GRAB
					Permit Req.							Req Mon DAILY MX	19 - mg/L				
					Value NODI												
01034	Chromium, total [as Cr]	1 - Effluent Gross	0	--	Sample						<	0.005		19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Permit Req.							Req Mon DAILY MX	19 - mg/L				
					Value NODI												
01042	Copper, total [as Cu]	1 - Effluent Gross	0	--	Sample						=	0.079		19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Permit Req.							Req Mon DAILY MX	19 - mg/L				
					Value NODI												
01045	Iron, total [as Fe]	1 - Effluent Gross	0	--	Sample						=	1.2		19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Permit Req.							Req Mon DAILY MX	19 - mg/L				
					Value NODI												
01046	Iron, dissolved [as Fe]	1 - Effluent Gross	0	--	Sample						=	0.25		19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Permit Req.							Req Mon DAILY MX	19 - mg/L				
					Value NODI												

01051	Lead, total [as Pb]	1 - Effluent Gross	0	--	Sample	<	0.005	19 - mg/L	09/99 - See Permit	24 - COMP24	
					Permit Req.		Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Value NODI						
01055	Manganese, total [as Mn]	1 - Effluent Gross	0	--	Sample	=	0.045	19 - mg/L	09/99 - See Permit	24 - COMP24	
					Permit Req.		Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Value NODI						
01059	Thallium, total [as Tl]	1 - Effluent Gross	0	--	Sample	<	0.01	19 - mg/L	09/99 - See Permit	24 - COMP24	
					Permit Req.		Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Value NODI						
01067	Nickel, total [as Ni]	1 - Effluent Gross	0	--	Sample	<	0.005	19 - mg/L	09/99 - See Permit	24 - COMP24	
					Permit Req.		Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Value NODI						
01077	Silver, total [as Ag]	1 - Effluent Gross	0	--	Sample	<	0.003	19 - mg/L	09/99 - See Permit	24 - COMP24	
					Permit Req.		Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Value NODI						
01092	Zinc, total [as Zn]	1 - Effluent Gross	0	--	Sample	=	0.119	19 - mg/L	09/99 - See Permit	24 - COMP24	
					Permit Req.		Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Value NODI						
01097	Antimony, total [as Sb]	1 - Effluent Gross	0	--	Sample	<	0.006	19 - mg/L	09/99 - See Permit	24 - COMP24	
					Permit Req.		Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Value NODI						
01147	Selenium, total [as Se]	1 - Effluent Gross	0	--	Sample	<	0.005	19 - mg/L	09/99 - See Permit	24 - COMP24	
					Permit Req.		Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	24 - COMP24
					Value NODI						
32730	Phenolics, total recoverable	1 - Effluent Gross	0	--	Sample	=	0.042	19 - mg/L	09/99 - See Permit	GR - GRAB	
					Permit Req.		Req Mon DAILY MX	19 - mg/L	0	09/99 - See Permit	GR - GRAB
					Value NODI						
71900	Mercury, total [as Hg]	1 - Effluent Gross	0	--	Sample	<	500.0	3M - ng/L	09/99 - See Permit	GR - GRAB	
					Permit Req.		Req Mon DAILY MX	3M - ng/L	0	09/99 - See Permit	GR - GRAB
					Value NODI						

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User: reeseberry
 Name: Dorrance Berry
 E-Mail: rberry@dgsd.org
 Date/Time: 2022-02-17 14:28 (Time Zone: -06:00)

Report Last Signed By

User: reeseberry
 Name: Dorrance Berry
 E-Mail: rberry@dgsd.org
 Date/Time: 2022-02-17 14:33 (Time Zone: -06:00)

DMR Copy of Record

Permit			
Permit #:	IL0028380	Permittee:	DOWNERS GROVE SANITARY DISTRICT
Major:	Yes	Permittee Address:	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515
Permitted Feature:	001 External Outfall	Discharge:	001-0 COMBINED DISCHARGE FROM A01, B01, & C01
Facility:	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER		
Facility Location:	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515		

Report Dates & Status			
Monitoring Period:	From 02/01/22 to 02/28/22	DMR Due Date:	03/25/22
Status:	NetDMR Validated		

Considerations for Form Completion
W0430300002 : NUMBER OF DAYS OF DISCHARGE.COMBINED OUTFALLS: A01-MIXING CHAMBER DISCHARGE TO E BR OF DUPAGE RIVER-EFFECTIVE WHEN FLOWS TO TRT PLT ARE GREATER THAN 22 MGD & EXCESS FLOW FAC IS IN OPERATION. 002 BECOMES OPERATIONAL WHEN 001, A01,& B01 EXCEED 30 MGD.

Principal Executive Officer			
First Name:	Amy	Title:	General Manager
Last Name:	Underwood	Telephone:	630-969-0664

No Data Indicator (NODI)
Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading				Quality or Concentration						# of Ex.	Frequency of Analysis	Sample Type		
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3	Units
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample					=	8.5	=	8.4	=	6.8	19 - mg/L	0	03/DW - 3 Days Every Week DL/DS - Daily When Discharging	GR - GRAB GR - GRAB
					Permit Req.						Req Mon MO AV MN		Req Mon MN WK AV		Req Mon DAILY MN	19 - mg/L			
					Value NODI														
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample					=	5.0	=	7.0	19 - mg/L	0	16/30 - 16 Per Month DL/DS - Daily When Discharging	GR - GRAB GR - GRAB		
					Permit Req.						<=	30.0 MO AVG		<=				45.0 WKLY AVG	19 - mg/L
					Value NODI														
00400	pH	1 - Effluent Gross	0	--	Sample					=	6.7	=	7.6	12 - SU	0	05/DW - 5 Days Every Week DL/DS - Daily When Discharging	CP - COMPOS GR - GRAB		
					Permit Req.						>=	6.0 MINIMUM		<=				9.0 MAXIMUM	12 - SU
					Value NODI														
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample					=	2.0	=	4.7	19 - mg/L	0	05/DW - 5 Days Every Week DL/DS - Daily When Discharging	CP - COMPOS GR - GRAB		
					Permit Req.						<=	30.0 MO AVG		<=				45.0 WKLY AVG	19 - mg/L
					Value NODI														
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample					=	1.38	=	4.81	19 - mg/L	0	05/DW - 5 Days Every Week DL/DS - Daily When Discharging	CP - COMPOS GR - GRAB		
					Permit Req.						Req Mon MO AVG		Req Mon DAILY MX	19 - mg/L					
					Value NODI														
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample					=	4.2	=	4.2	19 - mg/L	0	09/30 - Nine Per Month DL/DS - Daily When Discharging	CP - COMPOS GR - GRAB		
					Permit Req.						Req Mon DAILY MX	19 - mg/L							
					Value NODI														
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample					=	0.14	=	0.14	19 - mg/L	0	DL/DS - Daily When Discharging DL/DS - Daily When Discharging	GR - GRAB GR - GRAB		
					Permit Req.						<=	0.75 MO AVG		19 - mg/L					
					Value NODI														
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample					=	53.0	=	53.0	13 - #/100mL	0	DL/DS - Daily When Discharging DL/DS - Daily When Discharging	GR - GRAB GR - GRAB		
					Permit Req.						<=	400.0 DAILY MX		13 - #/100mL					
					Value NODI														
82220	Flow, total	1 - Effluent Gross	0	--	Sample		=	325.19	80 - Mgal/mo						0	99/99 - Continuous 99/99 - Continuous			
					Permit Req.			Req Mon MO TOTAL	80 - Mgal/mo										
					Value NODI														

Submission Note
If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors
No errors.

Comments
28 days of discharge. 4 days combined with A01 flow and 1 day combined with C01 flow.

Attachments
No attachments.
Report Last Saved By
DOWNERS GROVE SANITARY DISTRICT

User: reeseberry
Name: Dorrance Berry
E-Mail: rberry@dgsd.org
Date/Time: 2022-03-09 13:11 (Time Zone: -06:00)

Report Last Signed By

User: reeseberry
Name: Dorrance Berry
E-Mail: rberry@dgsd.org
Date/Time: 2022-03-09 13:35 (Time Zone: -06:00)

DMR Copy of Record

Permit			
Permit #:	IL0028380	Permittee:	DOWNERS GROVE SANITARY DISTRICT
Major:	Yes	Permittee Address:	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515
Permitted Feature:	002 External Outfall	Discharge:	002-0 MIXING CHMBR OVERFLOW TO ST. JOSEPH CRK
Facility:	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER		
Facility Location:	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515		

Report Dates & Status			
Monitoring Period:	From 02/01/22 to 02/28/22	DMR Due Date:	03/25/22
Status:	NetDMR Validated		

Considerations for Form Completion
W0430300002 ; NUMBER OF DAYS OF DISCHARGE:CS

Principal Executive Officer			
First Name:	Amy	Title:	General Manager
Last Name:	Underwood	Telephone:	630-969-0664

No Data Indicator (NODI)
Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type		
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3	Units
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample						=	6.7			19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.										Req Mon DAILY MN				19 - mg/L
					Value NODI														
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample						=	14.5	=	19.8	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.						<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L				
					Value NODI														
00400	pH	1 - Effluent Gross	0	--	Sample						=	7.0	=	7.6	12 - SU	0	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.						>=	6.0 MINIMUM		<=	9.0 MAXIMUM				12 - SU
					Value NODI														
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample						=	6.6	=	7.3	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.						<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L				
					Value NODI														
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample						=	6.77		19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.													Req Mon DAILY MX	19 - mg/L
					Value NODI														
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample						=	3.04		19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.													Req Mon DAILY MX	19 - mg/L
					Value NODI														
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample						=	0.29		19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.						<=	0.75 MO AVG						19 - mg/L	
					Value NODI														
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample						=	53.0		13 - #/100mL	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.						<=	400.0 DAILY MX						13 - #/100mL	
					Value NODI														
82220	Flow, total	1 - Effluent Gross	0	--	Sample						=	50.73		80 - Mgal/mo	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.													Req Mon MO TOTAL	80 - Mgal/mo
					Value NODI														

Submission Note
If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors
No errors.

Comments
5 days of discharge. 1 day flow was active without excess flow from A01, due to rain event and snow melt. 001 Outfall pipe obstructions caused effluent to backup and overflow to 002 Outfall. District staff is evaluating how to safely remove the obstructions with 001 pipe cleaning.

Attachments
No attachments.

Report Last Saved By
DOWNERS GROVE SANITARY DISTRICT

User: reeseberry
Name: Dorrance Berry
E-Mail: rberry@dgsd.org
Date/Time: 2022-03-09 13:35 (Time Zone: -06:00)

Report Last Signed By

User: reeseberry
Name: Dorrance Berry
E-Mail: rberry@dgsd.org
Date/Time: 2022-03-09 13:35 (Time Zone: -06:00)

DMR Copy of Record

Permit			
Permit #:	IL0028380	Permittee:	DOWNERS GROVE SANITARY DISTRICT
Major:	Yes	Permittee Address:	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515
Permitted Feature:	003 External Outfall	Discharge:	003-0 EXCESS FLOW TO ST. JOSEPH CRK
Facility:	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER		
Facility Location:	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515		

Report Dates & Status			
Monitoring Period:	From 02/01/22 to 02/28/22	DMR Due Date:	03/25/22
Status:	NetDMR Validated		

Considerations for Form Completion
W0430300002 ; NUMBER OF DAYS OF DISCHARGE:CS

Principal Executive Officer			
First Name:	Amy	Title:	General Manager
Last Name:	Underwood	Telephone:	630-969-0664

No Data Indicator (NODI)
Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type								
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3	Units						
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample												Req Mon DAILY MN	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB					
					Permit Req.												C - No Discharge								
					Value NODI																				
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample												<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.																				
					Value NODI													C - No Discharge		C - No Discharge					
00400	pH	1 - Effluent Gross	0	--	Sample												>=	6.0 MINIMUM	<=	9.0 MAXIMUM	12 - SU	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.																				
					Value NODI																C - No Discharge				
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample													<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																				
					Value NODI																C - No Discharge				
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample																Req Mon DAILY MX	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																				
					Value NODI																C - No Discharge				
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample																Req Mon DAILY MX	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																				
					Value NODI																C - No Discharge				
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample														<=	0.75 MO AVG		19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																				
					Value NODI																C - No Discharge				
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample																<=	400.0 DAILY MX	13 - #/100mL	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.																				
					Value NODI																C - No Discharge				
82220	Flow, total	1 - Effluent Gross	0	--	Sample																				
					Permit Req.																	Req Mon MO TOTAL	80 - Mgal/mo	DL/DS - Daily When Discharging	
					Value NODI																	C - No Discharge			

Submission Note
If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors
No errors.

Comments

Attachments
No attachments.

Report Last Saved By
DOWNERS GROVE SANITARY DISTRICT
User: reeseberry

Name: Dorrance Berry
E-Mail: rberry@dgsd.org
Date/Time: 2022-03-09 13:14 (Time Zone: -06:00)

Report Last Signed By

User: reeseberry
Name: Dorrance Berry
E-Mail: rberry@dgsd.org
Date/Time: 2022-03-09 13:35 (Time Zone: -06:00)

DMR Copy of Record

Permit																		
Permit #:	IL0028380	Permittee:	DOWNERS GROVE SANITARY DISTRICT				Facility:	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER										
Major:	Yes	Permittee Address:	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515				Facility Location:	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515										
Permitted Feature:	A01 External Outfall	Discharge:	A01-0 EXCESS FLOW FROM EXCESS FLOW CLARIFIERS															
Report Dates & Status																		
Monitoring Period:	From 02/01/22 to 02/28/22		DMR Due Date:	03/25/22			Status:	NetDMR Validated										
Considerations for Form Completion																		
W0430300002 ; NUMBER OF DAYS OF DISCHARGE:CS																		
Principal Executive Officer																		
First Name:	Amy		Title:	General Manager				Telephone:	630-969-0664									
Last Name:	Underwood																	
No Data Indicator (NODI)																		
Form NODI:	--																	
Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type	
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample						=	52.5	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.						Req Mon DAILY MX	19 - mg/L						
					Value NODI													
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample						=	27.6	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.						Req Mon DAILY MX	19 - mg/L						
					Value NODI													
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample						=	6.88	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.						Req Mon DAILY MX	19 - mg/L						
					Value NODI													
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample						=	1.78	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.						Req Mon DAILY MX	19 - mg/L						
					Value NODI													
82220	Flow, total	1 - Effluent Gross	0	--	Sample		=	29.06	80 - Mgal/mo						0	DL/DS - Daily When Discharging	CN - CONTIN	
					Permit Req.			Req Mon MO TOTAL	80 - Mgal/mo									
					Value NODI													
Submission Note																		
If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.																		
Edit Check Errors																		
No errors.																		
Comments																		
4 days of discharge. Event 1: 2/16/22 to 2/18/22, discharging for 26 hours. 1.03 inches of rain with snow melt over the course of 11 hours. B01 flow rate at A01 start time: 18,942 gpm. Event 2: 2/22/22 to 2/23/22, discharging for 29 hours. 0.99 inches of rain over the course of 14 hours. B01 flow rate at A01 start time: 17,518 gpm.																		
Attachments																		
No attachments.																		
Report Last Saved By																		
DOWNERS GROVE SANITARY DISTRICT																		
User:	reeseberry																	
Name:	Dorrance Berry																	
E-Mail:	rberry@dgsd.org																	
Date/Time:	2022-03-09 13:24 (Time Zone: -06:00)																	
Report Last Signed By																		
User:	reeseberry																	
Name:	Dorrance Berry																	
E-Mail:	rberry@dgsd.org																	
Date/Time:	2022-03-09 13:35 (Time Zone: -06:00)																	

DMR Copy of Record

Permit																					
Permit #:		IL0028380		Permittee:		DOWNERS GROVE SANITARY DISTRICT				Facility:		DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER									
Major:		Yes		Permittee Address:		2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515				Facility Location:		5003 WALNUT AVENUE DOWNERS GROVE, IL 60515									
Permitted Feature:		C01 External Outfall		Discharge:		C01-0 EXCESS FLOW FROM CLARIFIER #1															
Report Dates & Status																					
Monitoring Period:		From 02/01/22 to 02/28/22				DMR Due Date:		03/25/22				Status:		NetDMR Validated							
Considerations for Form Completion																					
W0430300002 ; NUMBER OF DAYS OF DISCHARGE:CS																					
Principal Executive Officer																					
First Name:		Amy		Title:		General Manager				Telephone:		630-969-0664									
Last Name:		Underwood																			
No Data Indicator (NODI)																					
Form NODI: --																					
Table Header																					
Code	Parameter		Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type			
	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3	Units	
00310	BOD, 5-day, 20 deg. C		1 - Effluent Gross	0	--								=	14.9	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB			
																	Req Mon DAILY MX	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB	
00530	Solids, total suspended		1 - Effluent Gross	0	--								=	16.7	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB			
																		Req Mon DAILY MX	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB
00610	Nitrogen, ammonia total [as N]		1 - Effluent Gross	0	--								=	1.66	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB			
																		Req Mon DAILY MX	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB
00665	Phosphorus, total [as P]		1 - Effluent Gross	0	--								=	0.91	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB			
																		Req Mon DAILY MX	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB
82220	Flow, total		1 - Effluent Gross	0	--			=	3.63	80 - Mgal/mo						0	DL/DS - Daily When Discharging	CN - CONTIN			
																		Req Mon MO TOTAL	80 - Mgal/mo	DL/DS - Daily When Discharging	CN - CONTIN
Submission Note																					
If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.																					
Edit Check Errors																					
No errors.																					
Comments																					
1 day of discharge. Event 1: 2/17/22, discharging for 8.5 hours. 1.03 inches of rain over 11 hours along with snow melt. B01 flow rate at C01 start time: 18,341 gpm.																					
Attachments																					
No attachments.																					
Report Last Saved By																					
DOWNERS GROVE SANITARY DISTRICT																					
User:		reeseberry																			
Name:		Dorrance Berry																			
E-Mail:		rberry@dgsd.org																			
Date/Time:		2022-03-09 13:30 (Time Zone: -06:00)																			
Report Last Signed By																					
User:		reeseberry																			
Name:		Dorrance Berry																			
E-Mail:		rberry@dgsd.org																			
Date/Time:		2022-03-09 13:35 (Time Zone: -06:00)																			

DMR Copy of Record

Permit			
Permit #:	IL0028380	Permittee:	DOWNERS GROVE SANITARY DISTRICT
Major:	Yes	Permittee Address:	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515
Permitted Feature:	INF Influent Structure	Discharge:	INF-L INFLUENT MONITORING
Facility:	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER		
Facility Location:	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515		

Report Dates & Status

Monitoring Period:	From 02/01/22 to 02/28/22	DMR Due Date:	03/25/22	Status:	NetDMR Validated
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Considerations for Form Completion

W0430300002

Principal Executive Officer

First Name:	Amy	Title:	General Manager	Telephone:	630-969-0664
Last Name:	Underwood				

No Data Indicator (NODI)

Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type	
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	--	Sample						=	201.0			19 - mg/L	0	09/99 - See Permit	CP - COMPOS
					Permit Req.										19 - mg/L			
					Value NODI													
00530	Solids, total suspended	G - Raw Sewage Influent	0	--	Sample						=	172.0			19 - mg/L	0	09/99 - See Permit	CP - COMPOS
					Permit Req.										19 - mg/L			
					Value NODI													
00600	Nitrogen, total [as N]	G - Raw Sewage Influent	0	--	Sample						=	37.7		19 - mg/L	0	01/30 - Monthly	CP - COMPOS	
					Permit Req.													19 - mg/L
					Value NODI													
00665	Phosphorus, total [as P]	G - Raw Sewage Influent	0	--	Sample						=	11.46		19 - mg/L	0	01/30 - Monthly	CP - COMPOS	
					Permit Req.													19 - mg/L
					Value NODI													
50050	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	--	Sample	=	12.95	=	22.33	03 - MGD						0	99/99 - Continuous	
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX	03 - MGD								
					Value NODI													

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User: reeseberry
 Name: Dorrance Berry
 E-Mail: rberry@dgsd.org
 Date/Time: 2022-03-09 13:32 (Time Zone: -06:00)

Report Last Signed By

User: reeseberry
 Name: Dorrance Berry
 E-Mail: rberry@dgsd.org
 Date/Time: 2022-03-09 13:35 (Time Zone: -06:00)

DOWNERS GROVE SANITARY DISTRICT

M E M O

TO: Amy Underwood, General Manager

FROM: Jeff Barta, Maintenance Supervisor

DATE: March 9, 2022

SUBJECT: February 2022 Maintenance Report

Attached is a work order summary detailing equipment repair and preventive maintenance activities conducted by the maintenance/electrical department during February 2022.

Special projects in February included:

Digester 3 Control Building - Unison Gas Skid Room, Heating System Repair

The existing ceiling mounted hydronic unit heater was deteriorated and leaking. This was a special type unit heater that was rated for the explosion-proof environment in the building. After reviewing our options to replace this unit heater, along with modifications to the existing hazardous location (explosion-proof) electrical equipment, the costs were exceeding \$2,500.00.

Since the heating capacity of the existing hydronic unit heater (which was rated at 12,500 BTU) was somewhat inadequate during extremely cold weather, we also wanted to investigate options that would improve the heating capacity. Basically, we had two (2) options. Purchase a larger btu explosion-proof hydronic unit heater or replace it with wall mounted radiant fin tube heating system that could possibly provide additional heating capacity.

After reviewing our options, we decided to install a double row, wall mounted radiant heater that wouldn't require any explosion-proof electrical work. We were also able to increase the BTU output by approximately 10% to 13,750 BTU's.

District staff removed the old explosion-proof hydronic unit heater, abandoned the explosion-proof electrical equipment and wiring, installed new 1-inch hot water supply and return piping and the new wall mounted radiant heater. Materials for this project were purchase from Grainger, Home Depot & McMaster Carr. The new radiant heater is working as expected. The total cost for this heater replacement/upgrade was \$1,140.19.

WWTC Procurements for Recent Equipment Repairs & Planned Upgrades

Heat Exchanger 3 - Water Bath Pump Assembly & Auto-Vent Air Bleed Valves (Neuco \$2,466.80)

Primary Sludge Grinders – Mechanical Seals & Overhaul Parts (Vogelsang \$5,438.68)

Emergency Pumping Hoses – Replacement of Worn & Damaged Hoses (Build-It-Right \$2,039.52)

Primary Clarifiers 3&4 Cross Collectors – New Gear motors & Drive Chain (Motion Industries \$7,002.61)

Hobson Lift Station – Electrical Switch Gear Preventive Maintenance

The Hobson lift station is powered by a large, 2000-amp, Square D/Schneider Electric automatic electrical switch gear. It is recommended to perform a thorough inspection and preventive maintenance on this equipment every 5 years.

We originally planned and budgeted for this service in our FY20-21 budget but were unable to get it accomplished due to COVID restrictions and staffing issues at the District and with the vendor Schneider Electric. It was included again in our FY21-22 budget, and I am pleased to report that we have completed this inspection and preventive maintenance service.

To perform this service, all power sources must be completely disconnected. This required coordination with ComEd to disconnect our electrical feed, and we also had to disable our stationary generator. District electrical staff temporarily connected a portable emergency generator directly to one (1) pump at the lift station to keep the lift station in operation. In addition to temporarily powering a pump, we also connected temporary power to our Scada panel and building lighting.

The service technicians from Square D/Schneider Electric performed the inspection and preventive maintenance on the switch gear on February 14th. This preventive maintenance service required a 6-hour outage to complete. The technicians from Schneider Electric stated that that our switch gear is in “pristine” condition. Always something good to hear!

Schneider Electric does not directly invoice customers for these services. All invoicing needs to run through a Schneider Electric distributor. We used Grainger to receive the invoice. The total cost for the preventive maintenance was \$7,265.00.

Work Order Summary

Work Order Completion Dates from 2/1/2022 to 2/28/2022

Work Assignment	Completion Date	Equipment	NOTATIONS
Annual service on Auger #4	01-Feb-22	2009 AUGER-DAWG G30A 91093	Inspected auger operation, replaced a hydraulic hose, welded 3 sections on backing plate, inspected drive and support hub as being OKAY.
12 Month/10,000 Mile Synthetic Oil Change (2013 GMC Van) #315-LAB		2013 Chevy Express Van CNG	10,139 miles, change oil and filter using Mobil 1 full synthetic oil. Check air and cabin filters and replace if necessary. Rotate tires and check pressure.
12 Month/10,000 Mile Synthetic Oil Change (2015 Transit) # 328 (Gray)		2015 Ford Transit Connect XL	67,628 miles, change oil and filter using Mobil 1 full synthetic oil. Check air and cabin filters and replace if necessary. Rotate tires and check air pressure.
Replace Air Filters On Both Administration Center Furnaces		Administration Center	Replace filters on both furnances.
Install new gas piping through the east wall for the new Nicor service.		Belt Filter Press Building	Intercept the existing 1" gas line in the polymer room. Install new shut off valve and piping through the east wall for the new Nicor gas service connection.
Operate Relief Valves On Heat Exchangers And Boilers		Digester 1 Heat Exchanger Digester 2 Heat Exchanger Digester 3 Heat Exchanger Digester 4 Heat Exchanger Digester 5 Heat Exchanger Excess Flow Pump Station	
Replace Air Filters On Both Maintenance Building Furnaces		Maintenance Services Building	Replace filters on both furnances.
Replace Air Filter On Operations Center Furnace		Operations Center	Replace air bear filter 20x25x5.
Replace Air Filters In Geothermal unit.		Raw Sewage Pump Station	Replace filters in geothermal unit.
Replace all light switches & switch covers.	02-Feb-22	Filter Building	Remove all old, mostly non-functioning, light switches & covers and replace with new.
12 Month/10,000 Mile Synthetic Oil Change (2015 Focus) # 314 (Clay)	04-Feb-22	2015 Ford Focus	42,064 miles, change oil and filter using Mobil 1 full synthetic oil. Check air and cabin filters, replace if necessary. Rotate tires and check air pressure.
7,578 hours, performed 700 hour oil change		CHP Engine Genset #1	Changed oil and filters, sample sent for lab analysis. Sample IND-61528
Procure maintenance parts for both CHPs.		CHP Engine Genset #2	Ordered and picked up replacement parts.
Check methane gas flow meter to Heat exchangers 4&5 that no longer works		Digester Gas Metering	Troubleshoot & found it lost all configuration. Reconfigure & test, still not functioning properly. Replace w/new meter from stock, drop off old one at Magnetrol. Found power surge damaged all internal components & cannot repair, order new meter for stock
By-Weekly Fluid and Misc. Check of Generators		Emergency Generator 1 Emergency Generator 2 Emergency Generator 3	
12 Month/10,000 Mile Synthetic Oil Change (2011 F-250) #326	07-Feb-22	2011 Ford F-250	70,770 miles, change oil and filter using Mobil 1 full synthetic oil. Check air and cabin filters and replace if

Work Assignment	Completion Date	Equipment	NOTATIONS
BIO/Maint 1,000 hour PM work on JD #331		2017 Deere 544K Wheel Loader	necessary. Rotate tires and check pressure. Performed 1000 hours Preventative maintenance on John deere #331 loader.
Replace Discharge Force Main Air Relief Valves (2) 2 Month grease of new WAS pump #2 500 Hour Oil Change on Pearth 4 Grease fittings on munters unit	08-Feb-22	Centex Discharge Force Main Conc. Tank Thickener Pump 2 Digester 4 Mixing System Filter Building	Replace both combination air relief valves on the force main with reconditioned units.
Replace Discharge Force Main Air Relief Valves (2) Replace Discharge Force Main Air Relief Valves (4) Replace Discharge Force Main Air Relief Valves (2)		Hobson Discharge Force Main Liberty Park Dschrg Force Main Wroble Discharge Force Main	Replace 2 combination air relief valves on the force main with reconditioned units. Inspect all 4 locations. All air relief valves functional. Replace 2 combination air relief valves on force main with reconditioned units.
Test for H2S at Unison Gas skid Six Month Oil Change WAS Moyno Pumps Reducers	09-Feb-22	CHP Gas Cleaning System Conc Tank Moyno Sludge Pump 1 Conc Tank Moyno Sludge Pump 3 Maintenance Services Building	
ANNUAL FIRE EXTINGUISHER TAG AND RECIRTFICATION Replace Discharge Force Main Air Relief Valves (3) Replace Discharge Force Main Air Relief Valves (2)		Northwest Discharge Force Main Venard Discharge Force Main	Replace all 3 combination air relief valves on the force main with reconditioned units. Replace 2 combination air relief valves on the force main with reconditioned units.
Update software on JD #331-20017 Loader	10-Feb-22	2017 Deere 544K Wheel Loader	J.D. service department updated software remotely through their computer.
Semi-Annual Greasing Of Various Equipment	11-Feb-22	Digester 1 Sludge Recirc Pump Digester 1 Sludge Trnsfr Pump Digester 2 Sludge Recirc Pump Digester 2 Sludge Trnsfr Pump Digester 3 Heat Exchanger	
Replace leaking sludge heater pump & All auto vent air bleed off valves. Semi-Annual Greasing Of Various Equipment		Excess Flow Pump Station Operations Center Primary Sludge Pump 2 Primary Sludge Pump 3 Primary Sludge Pump 5 Raw Sewage Pump Station	Replace leaking sludge heater pump & All auto vent air bleed off valves. Also add boiler conditioner.
Replace the hydronic unit heater with new wall mounted unit. Due for Switch Gear P/M by Schneider Electric.	14-Feb-22	Digester 3 Control Building Hobson Lift Station	Remove the old hydronic heater that was deteriorated and leaking. Install a new wall mounted heater. ComEd disconnected power to station, use portable 350kW generator to run 1 pump & building lights, assist technicians from Schneider Electric with P/M. All switch gear components were inspected, cleaned & tested. No issues found, switch gear in great cond

Work Assignment	Completion Date	Equipment	NOTATIONS
Primary 5-6 shear pin and hub maintenance		Primary Clarifier 6	Remove shear pin and ensure hub spins freely. Fully lubricate hub. Replace shear pin: size is 1Q. Test shear pin and notify operator on duty of work completion.
3 Months Inspection on Electric Carts and Front End Loader	17-Feb-22	2014 Club Car Carry-all #2	
Vehicle 354, 6 Month Oil Change (6 yard dump)		2014 Freightliner M2106 6 yd d	Annual oil change, and PM service work on 6 yard dump truck. Replace leaking purge valve.
Replace leaking hydraulic hose.		2015 Wheel Loader #332	Remove leaking hose, have new hose made at Pirtek, install hose, add hydraulic fluid as needed.
3 Months Inspection on Electric Carts and Front End Loader		2016 Club Car Carryall 300	
		2019 Yamaha UMAX 2 AC (#3)	
By-Weekly Fluid and Misc. Check of Generators		Emergency Generator 1	
		Emergency Generator 2	
		Emergency Generator 3	
Check operation of Geothermal units. Both operating on emergency heat.		Laboratory	A-Formula checked both units, west lab unit reset & back on line, east unit was low on refrigerant, check for leaks, add leak dye, top off with refrigerant, unit back on line. Also check both MSB & Raw Sewage buildings, all operating at this time.
Grease Pump Bearings on 1-6 RAS pumps		RAS Pump 1	
		RAS Pump 2	
		RAS Pump 3	
		RAS Pump 4	
		RAS Pump 5	
		RAS Pump 6	
Full service and Oil change six month-JohnDeere 244K	22-Feb-22	2015 Wheel Loader #332	500 hour service on JD #332.
Replace the level transducer that failed.		Hypochlorite Storage Tanks	Remove the old, install a new Magnetrol level transducer, configure & verify operation.
Replace pressure washer hose on the Hotsy pressure washer		Maintenance Services Building	Remove old hose, could not be repaired. Purchase and install new hose.
Procure replacement oiler pulley for spare.	24-Feb-22	Digester 2 Mixing System	Original Browning OK70-1/2 pulley obsolete. Replace with Martin equivalent.
Replace Wiper Grit Conveyors 1-2		Grit Conveyor System	
CELLS CLEANING WITH MURIATIC ACID		Hypochlorite OSEC Generator	
Tank level indicator not working.	25-Feb-22	Hypo Salt Storage Tanks	Replaced tank level indicator with new from stock. Ordered new for stock.
Unit heater not working.		Hypochlorite Feed Blg	Found blower fan blade broke off. Replace with new fan blade and repair mounting bracket.
	28-Feb-22	2015 Wheel Loader #332	Hydraulic leak above front axle under plast panel. Replaced O-ring on Aux. hydraulic flow box. Protected other hydraulic hoses with rubber sheathing.
Monthly Liquid Status of Under Ground Diesel Tank		Emerg Gen Diesel Storage Tank	
Change Filters On Grit Blowers 1,2,3.		Grit Blower 1	
		Grit Blower 2	
		Grit Blower 3 Kaeser	

DOWNERS GROVE SANITARY DISTRICT
M E M O

DATE: March 3, 2022

TO: Amy Underwood
General Manager

FROM: Robert Swirsky
Sewer System Maintenance Supervisor

RE: Monthly Report –February 2022

1.	JULIE Line Markings:	Current	Year to Date
	Received	595	964
	In District	557	901
	Marked	157	298
	Man Hours	60	130
2.	Building Service:	Current	Year to Date
	a. BSSRAP TV Inspections	24	43
	b. Emergency BSSRAP Repairs	15	26
	c. Total BSSRAP Repairs	19	32
	d. I&I inspections	00	00
	e. I&I C.O. installation	00	00
	f. Replace broken cleanout caps	00	00
	g. OHSP TV Inspections	01	01
	h. Post Rodding TV	04	09
3.	Sewer backups:	Current	Year to Date
	a. Public sewer	01	01
	b. Private sewer	26	43
	c. Surcharged main	00	00
	d. Pump station	00	00
	Total	27	44
		Current	Year to Date
4.	Sewer Cleaning (DGSD personnel):	0	0 Ft.
	a. Sewer Cleaning (outside contractors):	0	0 Ft.
5.	Main Sewer Televising (DGSD personnel):	388	388 Ft.
	a. Sewer Televising (outside contractors):	0	0 Ft.
6.	LETS TV	0	0
7.	Manhole inspections	0	0

8. Sewer and manhole repairs and replacements by Uno Construction:
none

9. Miscellaneous: (sewer system personnel)
 - a. Upload Flow-Meters.

CC: WDVb, AES, JMW, RTJ, KJR, MS, CSS, MPG

DOWNERS GROVE SANITARY DISTRICT
M E M O

DATE: March 9, 2022

TO: Amy R. Underwood
General Manager

FROM: Keith Shaffner
Sewer Construction Supervisor

RE: Monthly Report: Sewer Construction \ Code Enforcement – February 2022

1. Permits issued:	Current	Year to Date
a. Single family	3	5
b. Multiple family	0	1
c. Commercial	1	1
d. Repair	0	2
e. Disconnection	<u>5</u>	<u>8</u>
Total	9	17

2. Inspections made:	Current	Year to Date
a. Connections	2	4
b. Finals	3	8
c. Repairs	2	5
d. Disconnects	7	11
e. Groundwork	0	0
f. Walk-Thru	0	0
g. Pre-connections	1	1
h. Overhead Sewer Program	0	0
i. Code Enforcement	0	0
j. Lateral testing	<u>1</u>	<u>3</u>
Total	16	32

3. New Sewer Extension Construction:

221 W. 59th Street – Sewer Main Extension

4. New Sewer Extension Testing - air, deflection, manhole, and televising:

None

5. Code Enforcement:

None

6. Plan & Permit Reviews:
 - a. 3765 Glendenning – Single Family Home Review
7. Building Sanitary Service Access Agreements:
 - a. 4829 Lee – Downers Grove
8. Illinois EPA Permits:

None
9. Waste Hauling Permits Issued:

None
10. Miscellaneous:
 - a. Covid-19 pandemic - The Code Enforcement Department has continued to function at a high level of service. Inspector Danny Jasso and Oscar Avila have been working in the field using safe social distancing and personal protective equipment as necessary to complete their inspections.

CC: WDVb, AES, JMW, KJR, RTJ, MJS, CSS, RPS & MGP

Permits Issued: FEBRUARY 2022

YEAR	PERMIT #	ADDRESS	STREET	CITY	ISSUE	TYPE	TAP FEE	INSP FEE
2022	5	207	VILLAGE	DG	2/1/2022	COM		\$1,905.00
2022	7	1791	BOUNDARY	DG	2/1/2022	SF	\$3,318.00	\$230.00
2022	120	4829	LEE	DG	2/11/2022	SF-RB		\$230.00
2022	6	907	PRAIRIE	DG	2/22/2022	SF-RB		\$230.00
2022	9	419	CHICAGO	DG	2/22/2022	DISCON		
2022	10	4819	STANLEY	DG	2/22/2022	DISCON		
2022	11	4331	ELM	DG	2/22/2022	DISCON		
2022	12	555	31ST	DG	2/23/2022	DISCON		
2022	13	1925	CURTIS	DG	2/23/2022	DISCON		
TOTAL:							\$3,318.00	\$2,595.00

Permit Final Inspections: FEBRUARY 2022

YEAR	PERMIT #	ADDRESS	STREET	CITY	FINAL
2021	27	4500	LINSCOTT	DG	2/15/2022
2021	51	4915	DRENDEL	DG	2/16/2022
2019	119	4003	VENARD	DG	2/25/2022
2020	74	4935	FRANCISCO	DG	2/28/2022

Progress Report

To: Amy Underwood, General Manager
From: Reese Berry, Laboratory Supervisor
Date: March 10, 2022
Re: February 2022 Laboratory Report

We had 4 days excess events in February 2022, including one day with 002 Outfall flow while not on excess. We had 1 day of excess flow with C01 in service as well. We had zero permit excursions in February.

Surcharge:

We are evaluating the next season of surcharge sampling that will start in the coming months. We caught up from the year we took off due to Covid 19 staffing protocols, so we are set to work in one of the larger regions for 2022.

Biosolids:

We submitted the DGSD annual report to the US EPA during February. All data was acceptable for the 2021 biosolids year and well below class A requirements. After the report was accepted by the US EPA we sent a copy to IEPA for their records as well. We received guidance from US EPA on how we should sample for class B sludge hauling to ensure we were following the proper steps for that program.

Equipment:

We had Hach onsite a couple times this month to fix and evaluate an issue we were having with the Phosphax and Amtax. We saw some irregular data via the SCADA trending, so they came and helped figure out the issue. In turn they needed to perform a thorough cleaning of the equipment while here, so both units are performing well and continue to provide consistent data.

Pretreatment:

We will start semi-annual sampling of our permitted users within the next couple of months. It's a good time to drive through the district to see if a new facility has opened under the radar without our knowledge as well. We will be performing a survey in 2022, to see if any non-permitted locations fit the criteria for permitting.

C: WDV, AES, JMW, KJR, RTJ, MJS, CSS, MGP

To: Amy Underwood, General Manager
From: Alex Bielawa, Staff Engineer
Re: Engineering Report for the Month February, 2022
Date: March 8, 2022

I. Planning Projects & Studies

A. Flow Monitoring

Cycle F data collection is ongoing.

B. Sanitary Sewer Televising Contract

The annual televising contract was advertised on February 24th with a scheduled Bid Opening on March 29th.

C. Sludge Hauling & Land Application Contract

At the end of March this year, our current sludge hauling contract expires. A new contract was advertised on February 24th with a scheduled Bid Opening for March 10th.

D. Outfall Sewer Study

Baxter & Woodman has completed the wetland delineation for the portion of the outfall sewer that was not part of the Outfall Sewer Sag project. The new delineation significantly decreased the wetland buffer area which was impacted by the Outfall Sewer Sag.

E. Downtown Downers Grove Modeling

The District will install additional flow meters in the downtown area in response to the results from the model Baxter & Woodman provided and to hopefully find other sources of I/I to remove from the system. The District is working with the Village to eliminate a couple of known significant sources of I/I before the new Village Hall, Police Department and apartment complex are connected.

F. Butterfield Lift Station Replacement

I have been working on a study to replace our Butterfield Lift Station. A memo of the study is expected to be completed in the spring.

G. OSEC Generator Unit

From my January Engineering report, I had developed life cycle costs for replacing our current OSEC Sodium Hypochlorite generator versus purchasing bulk hypochlorite. While doing so, I discovered some electrical issues pertaining to our current OSEC unit. These issues are still being investigated by Baxter & Woodman and Concentric Integration.

II. Design Projects

A. Centex Lift Station Replacement

The Contractor is in the processing of preparing shop drawings for review. It is anticipated that the Contractor will not break ground until May.

B. Outfall 001 Sanitary Sewer Repair

The project was advertised on February 24th. A Pre-Bid Conference is scheduled for March 16th with a Bid Opening on March 29th. Please see the Baxter & Woodman Client Status Report for more information.

C. Curtiss Street Sewer Lining

Baxter & Woodman has completed the wetland delineation for the Curtiss St. lining project. Baxter & Woodman is working on the plans and specifications for the project. Please see the Baxter & Woodman Client Status Report for more information.

D. Administration Building Improvements

Design on the Administration Center modifications is ongoing. Modifications will include remodeling of the front entrance and counter and a kitchenette in the Board room.

E. Building Sanitary Sewer Service Repair Assistance Program (BSSRAP)

At the end of June, our five-year contract for BSSRAP expires. The contract was advertised on February 24th. A Pre-Bid Conference was held on March 8th with a Bid Opening scheduled for March 29th.

III. Construction Projects

A. 1K-028 Flow Basin Rehabilitation – Phase 3

The remaining restorations and punch list items will be complete in Spring 2022.

C: BOT, BOLI, MGP, CSS

Downers Grove Sanitary District



Client Manager:

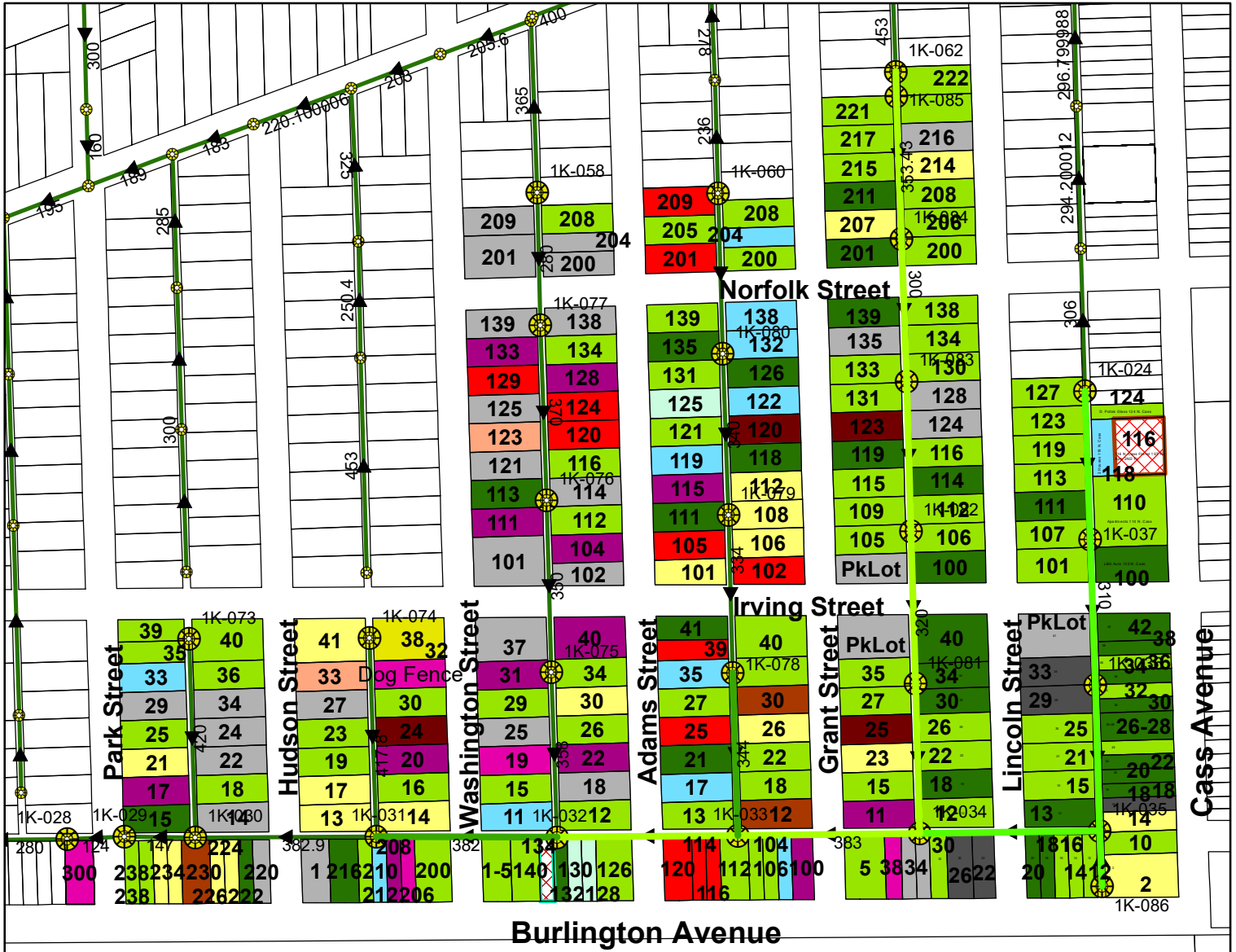
Derek Wold
 dwold@baxterwoodman.com
 815-444-3335

Project Status Report Issued On: 2/17/2022

Project Title/Job	Project Manager	Completion Date	Tasks Completed This Period	Tasks Pending This Period	Items Waiting On Client	Status Date
Flow Monitoring Job Number: [050739.90]	Shane Firsching 815-444-3395 sfirsching@baxterwoodman.com	12/30/2019	None.	Assist District with analysis.	None	2/17/2022
Nutrient Study RAS Denit Job Number: [120501.33]	Derek Wold 815-444-3335 dwold@baxterwoodman.com	12/31/2020	Met with Alex and discussed BNR scenarios.	Evaluation of scenarios as requested by District. Discuss KWRD presentation.	Results after reinstating ATs 1-3.	2/15/2022
1K-028 Flow Basin Rehabilitation Construction Services Job Number: [150980.62]	Reggie Jansen 815-444-3391 rjansen@baxterwoodman.com	4/30/2022	Assist Project Closeout	None		2/15/2022
Outfall Sewer Study Job Number: [180237.30]	Shane Firsching 815-444-3395 sfirsching@baxterwoodman.com	5/25/2022	None.	None.	Direction on further work.	2/17/2022
Outfall Sewer Sag Repair Job Number: [180237.40]	Shane Firsching 815-444-3395 sfirsching@baxterwoodman.com	12/31/2019	Met with District to discuss bidding schedule. Revised Project Manual and Plans for Advertisement. Sent Final Bid Documents to District.	Advertise project. Assist bidders. Attend Pre-Bid Conference. Prepare Addendum #1. Attend Bid Opening. Prepare Award Recommendation Letter.	None.	2/17/2022
Centex PS Replacement - CS Job Number: [181059.60]	Reggie Jansen 815-444-3391 rjansen@baxterwoodman.com	8/1/2022	Progress payment for ongoing construction administration tasks and submittal review	Submittal Review, Ongoing GCA/RPR Tasks.		2/15/2022

Project Title/Job	Project Manager	Completion Date	Tasks Completed This Period	Tasks Pending This Period	Items Waiting On Client	Status Date
Sludge Storage Building Job Number: [200381.40]	Chuck Brunner 815-444-3210 cbrunner@baxterwoodman.com	4/1/2021	None	None	Project construction postponed. Pending client review comments on preliminary design and determination of acceptable location for contractor material storage and staging area.	2/16/2022
Curtiss Street CIPP Lining Job Number: [211126.40]	Reggie Jansen 815-444-3391 rjansen@baxterwoodman.com	5/30/2022	Project Management, Finalize Bidding Documents.	Wait for funding source		2/15/2022
Admin Building Remodel Job Number: [220125.40]	Jason Ruffatti 815-444-3237 jruffatti@baxterwoodman.com	6/30/2022	Project initiation, site visit, and construction cost estimate.	Preliminary designs.	None.	2/16/2022
2022 Miscellaneous Engineering Services Job Number: [220150.00]	Derek Wold 815-444-3335 dwold@baxterwoodman.com	12/31/2022	Venard PS ComEd and easements, BSSRAP specs, and modeling review	Assistance as request.	None.	2/15/2022

Downers Grove Sanitary District I&I Removal Target Area 1K-028 Parcel Status



- Legend**
- 2021 Phase III Mainlines Replaced
 - Failed Review
 - Replaced**
 - 2018 Replacement
 - 2016 Sanitary Sewers Replaced
 - Parcels Assessment/Real Estate
 - SWNETMHG
 - Manholes
 - Mainlines
 - 1K-028 Parcels**
 - Inspection Needed
 - Status**
 - 1A Has a Cleanout And All PVC Service
 - 1B All PVC Service No OSCO
 - 2A C/O Installed, Ready For Rehab
 - 2AI C/O Installed Needs Investigation
 - 2B Agreement Received Ready For C/O
 - 2BC Agreements Received, C/O & TV Needed
 - 2D BSSRAP/OHSP TV Done
 - 3A Released For Cleanout
 - 4 Inspection Done Agreements Needed
 - 4A Has An Existing Cleanout
 - 5 Scheduled For An Inspection
 - 5A Inspection Done Qualifies for BSSRAP
 - 5B Unable to TV
 - 5BX Unable to TV, Violation
 - 5X Violation
 - X Demolished/Vacant

STATUS OF 1K-028 INSPECTIONS AND AGREEMENT ACQUISITIONS

Category	Inspections Scheduled	Inspections Completed	Application Received	Agreements Signed	Cleanout Installed	Service Rehab Done	Totals	Total as Percentage
1A	Y	Y	N	Y	Y	N/A	19	8%
1B	Y	Y	N	N	N	N/A	1	0%
2A	Y	Y	Y	Y	Y	N	82	36%
2B	Y	Y	Y	Y	Y	N	17	7%
2D	Y	Y	Y	N	N	N	3	1%
3A	Y	Y	Y	Y	N	N	4	2%
4	Y	Y	N	N	N	N	38	17%
4A	N	N	N	N	N/A	N	4	2%
5	Y	N	N	N	N	N	0	0%
5A	Y	Y	N	N	N	N	11	5%
5AX	Y	Y	N	N	N	N	0	0%
5B	Y	N	N	N	N	N	12	5%
5BX	Y	N	N	N	N	N	1	0%
0	N	N	N	N	N	N	30	13%
X	-	-	-	-	-	-	5	2%
5X	-	-	-	-	-	-	1	0%

228 100%

11% Complete

Category Description:

- 1A - PVC service with cleanout(may need to be sealed at the main)
- 1B - All PVC no Cleanout
- 2A - Cleanout installed, ready for rehab
- 2B - Ready for rehab
- 2D - BSSRAP/OHSP TV done
- 3A - Released to contractor for cleanout installation
- 4 - Inspection completed (Program application needed)
- 4A - Has an existing cleanout
- 5 - Inspections scheduled
- 5A - Inspection done - BSSRAP needed (qualifying defects or obstructions seen during TV)
- 5AX - Violation, BSSRAP needed
- 5B - Unable to TV
- 5BX - Unable to TV Violation
- 0 - Inspection Needed
- X - Demolished
- 5X - Inspection done - Violation not corrected

2015 Basin I&I Ranking = 1
 2016 Basin I&I Ranking = 27
 2018 Basin I&I Ranking = 6
 2019 Basin I&I Ranking = 20
 2020 Basin I&I Ranking = 15

Combined pit violations found and corrected to date - 0
Storm pit violations found and corrected to date - 2

DOWNERS GROVE SANITARY DISTRICT CASH BALANCES AND INVESTMENT SCHEDULE

DATE 2/28/2022

CASH BALANCES		PREVIOUS MONTH			
		TOTAL BALANCE PER BANK STATEMENTS	MONTHLY EARNINGS CREDIT	EARNINGS CREDIT PERCENTAGE	
ACCOUNT NAME	ACCOUNT NUMBER	BALANCE PER BANK STATEMENT			
DEPOSIT	XXXXXXXXXX1116	\$2,668,557.95			
DISBURSEMENT	XXXXXXXXXX1111	114,171.03			
FLEXIBLE BENEFITS	XXXXXXXXXX6025	3,171.34			
PAYROLL	XXXXXXXXXX1117	149,636.53			
PETTY CASH	XXXXXXXXXX1112	5,140.91			
USER REFUNDS	XXXXXXXXXX1114	5,641.60			
TOTAL - CASH AT BANK		\$2,946,319.36	\$2,749,598.98	\$337.81	0.0123%

INVESTMENTS		ANNUAL INT. RATE	GENERAL CORPORATE FUND (01)	IMPROVEMENT FUND (02)	CONSTRUCTION FUND (03)	PUBLIC BENEFIT FUND (05)	SEWER EXTENSION FUND (71)	INTEREST EARNED AT MATURITY	
TYPE	FINANCIAL INSTITUTION	TERM	MATURITY	AMOUNT					
CD	FIRST MIDWEST BANK	13 MOS	4/7/2022	\$250,000.00	0.150%	\$250,000.00		\$406.25	
CD	ROYAL SAVINGS BANK	13 MOS	8/2/2022	\$250,000.00	0.250%	\$250,000.00		\$677.08	
TOTAL CDs				\$500,000.00	0.217%	\$500,000.00	\$0.00	\$0.00	\$1,083.33

TYPE	FINANCIAL INSTITUTION	TERM	LAST ACTION DATE	AMOUNT*	CURRENT RATE OF RETURN	ESTIMATED ANNUAL RETURN
MM	AXOS BANK	ONGOING	10/30/2020	\$249,759.63	0.200%	\$499.52
MM	BANKFINANCIAL	ONGOING	3/13/2013	\$250,182.37	0.150%	\$375.27
MM	ONE WEST BANK	ONGOING	11/9/2016	\$250,000.00	0.150%	\$375.00
MM	EVERGREEN BANK GROUP	ONGOING	2/23/2021	\$250,000.00	0.200%	\$0.00
MM	LIMESTONE BANK	ONGOING	1/25/2021	\$250,748.83	0.260%	\$651.95
MM	LISLE SAVINGS BANK	ONGOING	11/10/2020	\$250,009.92	0.300%	\$750.03
MM	LUANA SAVINGS BANK	ONGOING	10/29/2020	\$250,000.00	0.600%	\$1,500.00
MM	ROYAL SAVINGS BANK	ONGOING	12/4/2012	\$154.48	0.000%	\$0.00
MM	STEARNS BANK	ONGOING	9/1/2015	\$250,000.00	0.500%	\$1,250.00
MM	TRISTATE CAPITAL BANK	ONGOING	4/16/2021	\$250,011.91	0.150%	\$375.02
MM	WEST SUBURBAN BANK	ONGOING	11/20/2012	\$5,144.09	0.000%	\$0.00
TOTAL MM ACCOUNTS				\$2,256,011.23	0.256%	\$5,776.79
ILLINOIS FUNDS - MONEY MARKET				\$2,483,038.70	0.076%	\$1,887.11
TOTAL - ALL INVESTMENTS				\$5,239,049.93	0.167%	\$8,747.23

TOTAL CASH AND INVESTMENTS \$8,185,369.29

*INVESTMENT ACCOUNT BALANCES ARE UPDATED QUARTERLY FOR THESE MONEY MARKET ACCOUNTS TO REFLECT NOMINAL INTEREST AMOUNTS EARNED EACH MONTH AND POSTED DIRECTLY TO THE INVESTMENT.

Board of Trustees
Wallace D. Van Buren
President
Amy E. Sejnost
Vice President
Jeremy M. Wang
Trustee



General Manager
Amy R. Underwood

Legal Counsel
Michael G. Philipp

2710 Curtiss Street
P.O. Box 1412
Downers Grove, IL 60515-0703
Phone: 630-969-0664
Fax: 630-969-0827
www.dgsd.org

Providing a Better Environment for South Central DuPage County

MEMORANDUM

To: Board of Trustees
From: Amy R. Underwood, General Manager
Date: March 11, 2022
Subject: Treasurer's Report for February 2022

Attached please find the subject report that tracks income and expenses through the first ten months of Fiscal Year 21-22.

Totals of expenses and income are shown on the following table:

Year-to-date	Income	Expenses
General Fund	\$ 8,701,451.30 (page 1)	\$ 7,290,134.32 (page 6)
Improvement Fund	\$ 131,604.35 (page 7)	\$ 107,496.35 (page 7)
Construction Fund	\$ 324,755.81 (page 8)	\$ 14,403.64 (page 9)
Public Benefit Fund	\$ 13.19 (page 10)	\$ 0.00 (page 10)
TOTAL	\$ 9,157,824.65	\$ 7,412,034.31

C: BOLI, MGP, CS

=====

Fund number & Description	Ending Fund Balance

Fund 01 : GENERAL FUND	\$5,627,717.57
Fund 02 : IMPROVEMENT FUND	\$1,144,351.92
Fund 03 : CONSTRUCTION FUND	\$1,575,396.37
Fund 05 : PUBLIC BENEFIT FUND	\$37,817.83
Recap Totals	<hr/> \$8,385,283.69

TREASURER'S REPORT

DATE 03/09/22
 FUND 01 GENERAL FUND

MONTH ENDED 02/28/22

PAGE 1

NUMBER	DESCRIPTION	COST	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL-	VAR	TOTAL
			CURRENT	CURRENT			BUDGET		
			MONTH	MONTH	Y-T-D	Y-T-D	VARIANCE	%	BUDGET
=====									
DEPT 05	REVENUES								
3000	PROPERTY TAXES	.00	0	1,301,387.92-	1,291,800-	9,587.92-	.7	1,291,800-	
3001	USER RECEIPTS	264,932.53-	230,470-	3,044,294.10-	2,889,901-	154,393.10-	5.3	3,470,300-	
3002	SURCHARGES	26,088.54-	20,422-	300,513.26-	256,071-	44,442.26-	17.4	307,500-	
3004	PLAN REVIEW FEES	.00	125-	2,636.62-	500-	2,136.62-	427.3	500-	
3005	CONSTRUCTION INSPECTION FEES	.00	140-	547.50-	500-	47.50-	9.5	500-	
3006	PERMIT INSPECTION FEES	2,595.00-	1,600-	15,280.00-	16,800-	1,520.00	9.1-	20,000-	
3007	INTEREST ON INVESTMENTS	1,382.65-	1,500-	6,192.84-	15,000-	8,807.16	58.7-	18,000-	
3013	SAMPLING AND MONITORING	7,977.53-	6,250-	91,827.94-	62,500-	29,327.94-	46.9	75,000-	
3014	REPLACEMENT TAXES	.00	0	132,104.71-	55,200-	76,904.71-	139.3	75,000-	
3015	MISCELLANEOUS INCOME	4,845.50-	833-	10,799.02-	8,330-	2,469.02-	29.6	10,000-	
3021	TELEVISION INSPECTION	.00	0	.00	150-	150.00	100.0-	150-	
3023	PROPERTY LEASE PAYMENTS	3,016.46-	2,917-	29,591.30-	29,170-	421.30-	1.4	35,000-	
3024	MONTHLY SERVICE FEES	339,642.81-	274,415-	3,434,689.32-	3,440,933-	6,243.68	.2-	4,132,000-	
3027	GREASE WASTE	22,660.10-	18,350-	171,327.50-	183,500-	12,172.50	6.6-	220,000-	
3040	RENEWABLE ENERGY CREDITS	.00	0	.00	2,250-	2,250.00	100.0-	3,000-	
3094	GRANTS AND INCENTIVES	.00	0	160,259.27-	0	160,259.27-	.0	0	
=====									
DEPT 05	TOTALS	673,141.12-	557,022-	8,701,451.30-	8,252,605-	448,846.30-	5.4	9,658,750-	
=====									
FUND	REVENUE TOTAL	673,141.12-	557,022-	8,701,451.30-	8,252,605-	448,846.30-	5.4	9,658,750-	
=====									
DEPT 11	O & M EXPENSES - ADMINISTRATION								
SECT A	SALARIES AND WAGES								
A001	TRUSTEES	4,500.00	4,500	18,000.00	18,000	.00	.0	18,000	
A002	BOLI	.00	225	.00	900	900.00-	100.0-	900	
A003	GENERAL MANAGEMENT	10,649.94	24,823	192,282.58	257,295	65,012.42-	25.3-	296,500	
A004	FINANCIAL RECORDS	18,154.26	16,124	175,412.05	177,364	1,951.95-	1.1-	201,550	
A005	ADMINISTRATIVE RECORDS	1,132.77	1,968	22,586.26	21,649	937.26	4.3	24,600	
A006	ENGINEERING	515.75	472	3,507.49	5,192	1,684.51-	32.4-	5,900	
A007	CODE ENFORCEMENT	27,147.90	29,516	279,162.38	324,676	45,513.62-	14.0-	368,950	
A008	SAFETY ACTIVITIES	2,990.74	3,188	29,829.46	35,068	5,238.54-	14.9-	39,850	
A030	BUILDING AND GROUNDS	.00	432	1,020.91	4,753	3,732.09-	78.5-	5,400	
A085	INCENTIVE	200.00	0	2,025.00	2,800	775.00-	27.7-	2,800	
A086	VACATION BUYOUT	.00	0	5,650.02	12,700	7,049.98-	55.5-	12,700	
A090	WORK FROM HOME REIMBURSEMENT ALLOWANCE	350.00	364	3,625.00	4,004	379.00-	9.5-	4,550	
=====									
SECT A	TOTALS	65,641.36	81,612	733,101.15	864,401	131,299.85-	15.2-	981,700	
=====									
SECT B	OPERATIONS AND MAINTENANCE								
B100	ELECTRICITY	.00	300	7,160.78	3,950	3,210.78	81.3	4,450	
B101	NATURAL GAS	324.21	350	1,126.81	2,450	1,323.19-	54.0-	3,000	
B102	WATER, GARBAGE AND OTHER UTILITIES	.00	0	769.70	1,060	290.30-	27.4-	1,250	
B110	BANK CHARGES	1,801.73	1,600	18,277.12	16,000	2,277.12	14.2	19,000	
B112	COMMUNICATION	994.63	2,000	20,241.96	20,000	241.96	1.2	24,000	
B113	EMERGENCY/SAFETY EQUIPMENT	770.29	2,400	11,775.78	24,200	12,424.22-	51.3-	29,000	
B115	EQUIPMENT/EQUIPMENT REPAIR	4,809.29	10,300	59,896.80	121,800	61,903.20-	50.8-	142,000	

TREASURER'S REPORT

DATE 03/09/22
 FUND 01 GENERAL FUND

MONTH ENDED 02/28/22

PAGE 2

NUMBER	DESCRIPTION	COST	ACTUAL	BUDGET	ACTUAL-	ACTUAL-	VAR	TOTAL	
			CURRENT	CURRENT					BUDGET
			MONTH	MONTH	Y-T-D	Y-T-D	%	BUDGET	
B116	SUPPLIES		57.83	625	3,295.03	6,250	2,954.97-	47.3-	7,500
B117	EMPLOYEE/DUTY COSTS		175.00-	1,400	3,940.13	14,000	10,059.87-	71.9-	16,750
B118	BUILDING AND GROUNDS		12.59	3,000	37,647.03	164,000	126,352.97-	77.0-	166,000
B119	POSTAGE		.00	650	2,211.06	6,700	4,488.94-	67.0-	8,000
B120	PRINTING/PHOTOGRAPHY		802.00	300	7,826.39	11,900	4,073.61-	34.2-	12,500
B121	USER BILLING MATERIALS		5,475.95	6,250	56,870.70	62,500	5,629.30-	9.0-	75,000
B124	CONTRACT SERVICES		4,071.07	8,875	39,936.43	88,750	48,813.57-	55.0-	106,500
B137	MEMBERSHIPS/SUBSCRIPTIONS		.00	600	6,334.88	8,670	2,335.12-	26.9-	9,500
SECT B TOTALS			18,944.59	38,650	277,310.60	552,230	274,919.40-	49.8-	624,450
SECT C VEHICLES									
C222	GAS/FUEL		147.19	150	562.87	1,300	737.13-	56.7-	1,500
C225	OPERATION/REPAIR		44.18	650	1,090.02	2,600	1,509.98-	58.1-	2,600
C226	VEHICLE PURCHASES		.00	0	.00	17,500	17,500.00-	100.0-	17,500
SECT C TOTALS			191.37	800	1,652.89	21,400	19,747.11-	92.3-	21,600
DEPT 11 TOTALS			84,777.32	121,062	1,012,064.64	1,438,031	425,966.36-	29.6-	1,627,750
DEPT 12 O & M EXPENSES - WWTC									
SECT A SALARIES AND WAGES									
A006	ENGINEERING		3,443.21	3,328	42,981.08	36,608	6,373.08	17.4	41,600
A009	OPERATIONS MANAGEMENT		8,329.78	7,980	83,196.02	87,780	4,583.98-	5.2-	99,750
A010	MAINTENANCE - BUDGET		.00	48,220	.00	517,399	34,978.41-	6.8-	591,900
A011	MAINTENANCE - WWTC		36,529.16	0	346,185.61	0	.00	.0	0
A012	MAINTENANCE - VEHICLES		.00	0	427.69	0	.00	.0	0
A013	MAINTENANCE - ENERGY RECOVERY		.00	0	1,818.29	0	.00	.0	0
A014	MAINTENANCE - ELECTRICAL		14,880.41	0	133,989.00	0	.00	.0	0
A020	WWTC - BUDGET		.00	45,552	.00	501,072	4,469.03-	.9-	569,400
A021	WWTC - OPERATIONS		33,999.64	0	339,407.71	0	.00	.0	0
A022	WWTC - SLUDGE HANDLING		6,965.02	0	150,276.33	0	.00	.0	0
A023	WWTC - ENERGY RECOVERY		959.36	0	6,918.93	0	.00	.0	0
A030	BUILDING AND GROUNDS		10,417.25	8,972	83,526.17	98,692	15,165.83-	15.4-	112,150
A085	INCENTIVE		200.00	0	2,000.00	3,400	1,400.00-	41.2-	3,400
A086	VACATION BUYOUT		.00	0	4,870.84	24,850	19,979.16-	80.4-	24,850
A090	WORK FROM HOME REIMBURSEMENT ALLOWANCE		.00	52	50.00	572	522.00-	91.3-	650
SECT A TOTALS			115,723.83	114,104	1,195,647.67	1,270,373	74,725.33-	5.9-	1,443,700
SECT B OPERATIONS AND MAINTENANCE									
B100	ELECTRICITY		2,469.83	7,000	43,480.54	77,000	33,519.46-	43.5-	93,000
B101	NATURAL GAS		1,448.71	1,600	5,968.46	7,900	1,931.54-	24.5-	10,000
B102	WATER, GARBAGE AND OTHER UTILITIES		473.06	1,200	23,012.30	29,350	6,337.70-	21.6-	35,000
B103	ODOR CONTROL		679.00	200	3,391.00	2,500	891.00	35.6	3,000
B104	FUEL - GENERATORS		205.00	3,500	205.00	14,000	13,795.00-	98.5-	14,000
B112	COMMUNICATION		970.24	1,850	13,955.40	18,500	4,544.60-	24.6-	22,000
B113	EMERGENCY/SAFETY EQUIPMENT		103.30	2,000	14,964.62	20,000	5,035.38-	25.2-	23,000

TREASURER'S REPORT

DATE 03/09/22

MONTH ENDED 02/28/22

PAGE 3

FUND 01 GENERAL FUND

NUMBER	DESCRIPTION	COST	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL-	VAR	TOTAL
			CURRENT	CURRENT			BUDGET		
			MONTH	MONTH	Y-T-D	Y-T-D	VARIANCE	%	BUDGET
B116	SUPPLIES		2,460.14	2,600	20,589.36	26,100	5,510.64-	21.1-	31,300
B117	EMPLOYEE/DUTY COSTS		776.36	2,600	11,775.03	23,000	11,224.97-	48.8-	26,000
B124	CONTRACT SERVICES		.00	0	216,110.00	216,100	10.00	.0	216,100
B130	NPDES PERMIT FEES		.00	0	53,000.00	53,000	.00	.0	53,000
B131	SLUDGE HAULING/DISPOSAL SERVICES		.00	0	34,524.00	40,000	5,476.00-	13.7-	80,000
B400	CHEMICALS - BUDGET		.00	10,850	.00	108,550	9,294.59-	8.6-	130,250
B401	CHEMICALS - DISINFECTION		.00	0	24,343.28	0	.00	.0	0
B402	CHEMICALS - SLUDGE DEWATERING		2,515.14	0	49,513.46	0	.00	.0	0
B403	CHEMICALS - TERTIARY TREATMENT		.00	0	4,222.00	0	.00	.0	0
B404	CHEMICALS - OTHER		.00	0	21,176.67	0	.00	.0	0
B501	EQPT/EQPT REPAIR - BIOSOLIDS AGING & DISPOS		985.94	1,875	199,376.71	241,250	41,873.29-	17.4-	245,628
B502	EQPT/EQPT REPAIR - DISINFECTION		.00	1,000	15,642.31	32,900	17,257.69-	52.5-	34,859
B503	EQPT/EQPT REPAIR - EXCESS FLOW		.00	900	3,035.62	36,500	33,464.38-	91.7-	38,109
B504	EQPT/EQPT REPAIR - GRIT REMOVAL		.00	1,400	7,310.46	34,300	26,989.54-	78.7-	37,109
B505	EQPT/EQPT REPAIR - INFLUENT PUMPING		3,564.61	2,150	17,232.34	41,250	24,017.66-	58.2-	45,577
B506	EQPT/EQPT REPAIR - PRIMARY TREATMENT		.00	2,210	29,416.96	47,100	17,683.04-	37.5-	51,523
B507	EQPT/EQPT REPAIR - SECONDARY TREATMENT		902.12	2,740	72,531.08	142,400	69,868.92-	49.1-	147,877
B508	EQPT/EQPT REPAIR - SLUDGE CONCENTRATION		87.78	530	1,170.28	5,300	4,129.72-	77.9-	6,365
B509	EQPT/EQPT REPAIR - SLUDGE DEWATERING		984.14	1,945	21,342.87	19,450	1,892.87	9.7	23,340
B510	EQPT/EQPT REPAIR - SLUDGE DIGESTION		3,533.78	3,625	65,797.00	87,250	21,453.00-	24.6-	94,497
B511	EQPT/EQPT REPAIR - TERTIARY TREATMENT		73.04	6,326	8,069.40	25,760	17,690.60-	68.7-	28,414
B512	EQPT/EQPT REPAIR - WWTC GENERAL		1,794.39	2,785	27,049.87	40,350	13,300.13-	33.0-	45,918
B513	EQPT/EQPT REPAIR - WWTC UTILITIES		15,293.44	14,300	265,696.57	266,600	903.43-	.3-	295,334
B801	BLDG AND GROUNDS - BIOSOLIDS AGING & DISPOS		.00	292	.00	2,920	2,920.00-	100.0-	3,500
B802	BLDG AND GROUNDS - DISINFECTION		205.99	90	515.83	900	384.17-	42.7-	1,061
B803	BLDG AND GROUNDS - EXCESS FLOW		.00	90	510.24	900	389.76-	43.3-	1,061
B804	BLDG AND GROUNDS - GRIT REMOVAL		3,574.44	85	17,905.60	20,880	2,974.40-	14.3-	21,061
B805	BLDG AND GROUNDS - INFLUENT PUMPING		.00	664	21,617.70	16,640	4,977.70	29.9	17,957
B806	BLDG AND GROUNDS - PRIMARY TREATMENT		.00	442	.00	4,420	4,420.00-	100.0-	5,305
B807	BLDG AND GROUNDS - SECONDARY TREATMENT		68.40	175	3,216.40	7,250	4,033.60-	55.6-	7,622
B809	BLDG AND GROUNDS - SLUDGE DEWATERING		345.19	135	364.32	8,540	8,175.68-	95.7-	8,791
B810	BLDG AND GROUNDS - SLUDGE DIGESTION		2,000.00	310	16,936.74	17,840	903.26-	5.1-	18,463
B811	BLDG AND GROUNDS - TERTIARY TREATMENT		124.06	440	3,476.73	13,900	10,423.27-	75.0-	14,805
B812	BLDG AND GROUNDS - WWTC GENERAL		2,660.63	6,600	61,301.80	131,300	69,998.20-	53.3-	144,641
B813	BLDG AND GROUNDS - WWTC UTILITIES		.00	130	986.33	1,300	313.67-	24.1-	1,583
SECT B TOTALS			48,298.73	84,639	1,400,734.28	1,883,200	482,465.72-	25.6-	2,077,050
SECT C VEHICLES									
C222	GAS/FUEL		2,134.23	1,850	19,327.57	18,500	827.57	4.5	22,000
C225	OPERATION/REPAIR		1,391.29	667	5,452.48	6,670	1,217.52-	18.3-	8,000
C226	VEHICLE PURCHASES		.00	0	37,847.00	54,500	16,653.00-	30.6-	54,500
SECT C TOTALS			3,525.52	2,517	62,627.05	79,670	17,042.95-	21.4-	84,500
DEPT 12 TOTALS			167,548.08	201,260	2,659,009.00	3,233,243	574,234.00-	17.8-	3,605,250
DEPT 13 O & M EXPENSES - LABORATORY									
SECT A SALARIES AND WAGES									

TREASURER'S REPORT

DATE 03/09/22
 FUND 01 GENERAL FUND

MONTH ENDED 02/28/22

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NUMBER	DESCRIPTION	COST	ACTUAL	BUDGET	ACTUAL-	BUDGET	VAR	TOTAL	
			CURRENT	CURRENT					ACTUAL
			MONTH	MONTH	Y-T-D	Y-T-D			
A009	OPERATIONS MANAGEMENT		6,285.90	6,572	58,111.86	72,292	14,180.14-	19.6-	82,150
A040	LABORATORY - BUDGET		.00	13,776	.00	151,536	2,304.84-	1.5-	172,200
A041	LAB - WWTC		11,315.22	0	121,153.75	0	.00	.0	0
A042	LAB - PRETREATMENT		673.88	0	12,736.96	0	.00	.0	0
A043	LAB - SURCHARGE PROGRAM		352.90	0	10,534.27	0	.00	.0	0
A044	LAB - BOD		91.37	0	91.37	0	.00	.0	0
A045	LAB - SOLIDS		183.22	0	183.22	0	.00	.0	0
A048	LAB - ENERGY RECOVERY		62.90	0	4,531.59	0	.00	.0	0
A085	INCENTIVE		.00	0	400.00	600	200.00-	33.3-	600
A086	VACATION BUYOUT		504.21	0	2,437.89	4,600	2,162.11-	47.0-	4,600
SECT A TOTALS			19,469.60	20,348	210,180.91	229,028	18,847.09-	8.2-	259,550
SECT B OPERATIONS AND MAINTENANCE									
B112	COMMUNICATION		.00	300	1,677.60	3,000	1,322.40-	44.1-	3,500
B114	CHEMICALS		570.76	1,875	14,162.40	18,750	4,587.60-	24.5-	22,400
B115	EQUIPMENT/EQUIPMENT REPAIR		1,268.00	4,400	7,382.87	44,200	36,817.13-	83.3-	53,000
B116	SUPPLIES		32.00	2,000	13,420.23	20,000	6,579.77-	32.9-	23,000
B117	EMPLOYEE/DUTY COSTS		78.45	450	1,241.31	4,650	3,408.69-	73.3-	5,500
B122	MONITORING EQUIPMENT		.00	2,250	1,050.26	9,000	7,949.74-	88.3-	9,000
B123	OUTSIDE LAB SERVICES		369.40	2,600	14,493.70	26,200	11,706.30-	44.7-	31,400
SECT B TOTALS			2,318.61	13,875	53,428.37	125,800	72,371.63-	57.5-	147,800
SECT C VEHICLES									
C222	GAS/FUEL		106.87	50	466.46	500	33.54-	6.7-	600
C225	OPERATION/REPAIR		.00	0	41.41	200	158.59-	79.3-	250
SECT C TOTALS			106.87	50	507.87	700	192.13-	27.5-	850
DEPT 13 TOTALS			21,895.08	34,273	264,117.15	355,528	91,410.85-	25.7-	408,200
DEPT 14 O & M EXPENSES - SEWER SYSTEM									
SECT A SALARIES AND WAGES									
A006	ENGINEERING		444.01	820	3,577.58	9,020	5,442.42-	60.3-	10,250
A050	SEWER MAINTENANCE - BUDGET		.00	16,268	.00	178,948	12,073.96	6.8	203,350
A051	SEWER MAINTENANCE		11,865.56	0	175,779.48	0	.00	.0	0
A054	SEWER MAINTENANCE - BACKUPS AND HIGH FLOWS		1,443.25	0	15,242.48	0	.00	.0	0
A060	INSPECTION - BUDGET		.00	19,768	.00	217,448	25,705.27-	11.8-	247,100
A061	INSPECTION - NEW CONSTRUCTION		.00	0	1,228.93	0	.00	.0	0
A062	INSPECTION - CONSTRUCTION OF DGSD PROJECTS		6,495.49	0	64,019.48	0	.00	.0	0
A063	INSPECTION - PERMIT INSPECTIONS		437.01	0	8,701.63	0	.00	.0	0
A064	INSPECTION - MISCELLANEOUS		1,252.09	0	30,165.25	0	.00	.0	0
A065	INSPECTION - CONSTR BY VILLAGES, UTILITIES		4,059.90	0	34,570.26	0	.00	.0	0
A066	INSPECTION - CODE ENFORCEMENT		6,056.19	0	53,057.18	0	.00	.0	0
A070	SEWER INVESTIGATIONS - BUDGET		.00	384	.00	4,224	1,835.60-	43.5-	4,800
A072	SEWER INVESTIGATIONS		405.61	0	2,388.40	0	.00	.0	0
A085	INCENTIVE		.00	0	1,400.00	1,400	.00	.0	1,400

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NUMBER	DESCRIPTION	COST		ACTUAL	BUDGET	ACTUAL-	VAR	TOTAL
		CURRENT	CURRENT	MONTH	MONTH	BUDGET		
				Y-T-D	Y-T-D	VARIANCE	%	BUDGET
A086	VACATION BUYOUT	.00	0	.00	10,850	10,850.00-	100.0-	10,850
A090	WORK FROM HOME REIMBURSEMENT ALLOWANCE	12.50	104	225.00	1,144	919.00-	80.3-	1,300
=====								
SECT A TOTALS		32,471.61	37,344	390,355.67	423,034	32,678.33-	7.7-	479,050
=====								
SECT B OPERATIONS AND MAINTENANCE								
B112	COMMUNICATION	.00	950	5,511.08	9,600	4,088.92-	42.6-	11,500
B113	EMERGENCY/SAFETY EQUIPMENT	41.40	375	1,947.48	3,850	1,902.52-	49.4-	4,600
B115	EQUIPMENT/EQUIPMENT REPAIR	7,058.02	3,100	34,286.34	31,200	3,086.34	9.9	37,400
B116	SUPPLIES	312.68	375	5,194.02	3,750	1,444.02	38.5	4,500
B117	EMPLOYEE/DUTY COSTS	148.17	1,125	3,899.51	11,250	7,350.49-	65.3-	13,500
B124	CONTRACT SERVICES	62.28	8,750	79,813.98	87,500	7,686.02-	8.8-	105,000
B127	JULIE SYSTEM	3,982.91	1,300	11,836.07	13,150	1,313.93-	10.0-	15,750
B128	OVERHEAD SEWER/BACKFLOW PREVENTION PROGRAM	.00	4,000	5,814.00	35,000	29,186.00-	83.4-	40,000
B129	REIMBURSEMENT PROGRAM/PUBLIC SEWER BLOCKAGE	.00	1,000	4,313.10	10,000	5,686.90-	56.9-	12,000
B900	SEWER SYSTEM REPAIRS - BUDGET	.00	200,000	.00	2,380,000	933,913.58-	39.2-	2,833,600
B901	SEWER SYSTEM REPAIRS - I/I PROGRAM	.00	0	741,438.45	0	.00	.0	0
B902	SEWER SYSTEM REPAIRS - REPLACEMENT	.00	0	16,878.83	0	.00	.0	0
B903	SEWER SYSTEM REPAIRS - REHABILITATION	.00	0	4,855.34	0	.00	.0	0
B910	SEWER SYSTEM REPAIRS - BSSRAP PROGRAM	63,019.77	0	583,957.14	0	.00	.0	0
B913	SEWER SYSTEM REPAIRS - BSSRAP-REPAIR/REPL/R	1,569.00	0	8,161.07	0	.00	.0	0
B929	ARRA LOAN PRINCIPAL REPAYMENT	.00	0	90,795.59	0	.00	.0	0
=====								
SECT B TOTALS		76,194.23	220,975	1,598,702.00	2,585,300	986,598.00-	38.2-	3,077,850
=====								
SECT C VEHICLES								
C222	GAS/FUEL	1,059.80	2,167	12,560.05	21,670	9,109.95-	42.0-	26,000
C225	OPERATION/REPAIR	2,541.57	558	7,434.59	5,580	1,854.59	33.2	6,700
C226	VEHICLE PURCHASES	.00	0	30,794.89	12,500-	43,294.89	346.4-	12,500-
=====								
SECT C TOTALS		3,601.37	2,725	50,789.53	14,750	36,039.53	244.3	20,200
=====								
DEPT 14 TOTALS		112,267.21	261,044	2,039,847.20	3,023,084	983,236.80-	32.5-	3,577,100
=====								
DEPT 15 O & M EXPENSES - LIFT STATIONS								
SECT A SALARIES AND WAGES								
A006	ENGINEERING	303.80	732	4,429.27	8,052	3,622.73-	45.0-	9,150
A009	OPERATIONS MANAGEMENT	246.68	320	1,636.41	3,520	1,883.59-	53.5-	4,000
A030	BUILDING AND GROUNDS	.00	576	627.50	6,336	5,708.50-	90.1-	7,200
A080	LIFT STATION MAINTENANCE	465.64	5,368	7,916.42	57,309	49,392.58-	86.2-	65,650
=====								
SECT A TOTALS		1,016.12	6,996	14,609.60	75,217	60,607.40-	80.6-	86,000
=====								
SECT B OPERATIONS AND MAINTENANCE								
B100	ELECTRICITY	10,380.36	11,250	95,314.01	112,500	17,185.99-	15.3-	135,000
B104	FUEL - GENERATORS	.00	875	.00	3,500	3,500.00-	100.0-	3,500
B112	COMMUNICATION	.00	500	3,325.83	5,500	2,174.17-	39.5-	6,500
B113	EMERGENCY/SAFETY EQUIPMENT	.00	0	513.61	1,000	486.39-	48.6-	1,000

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FUND 01 GENERAL FUND

NUMBER	DESCRIPTION	COST	ACTUAL	BUDGET	ACTUAL-	BUDGET	ACTUAL-	VAR	TOTAL
			CURRENT	CURRENT					
			MONTH	MONTH	Y-T-D	Y-T-D			
B116	SUPPLIES		.00	0	.00	300	300.00-	100.0-	400
B520	EQPT/EQPT REPAIR - BUTTERFIELD		308.75	175	5,095.45	2,675	2,420.45	90.5	3,047
B521	EQPT/EQPT REPAIR - CENTEX		.00	225	2,662.44	2,250	412.44	18.3	277,685
B522	EQPT/EQPT REPAIR - COLLEGE		.00	180	3,624.68	26,800	23,175.32-	86.5-	27,175
B523	EQPT/EQPT REPAIR - EARLSTON		.00	160	256.36	2,475	2,218.64-	89.6-	2,785
B524	EQPT/EQPT REPAIR - HOBSON		.00	175	.00	16,650	16,650.00-	100.0-	17,891
B525	EQPT/EQPT REPAIR - LIBERTY PARK		.00	85	1,400.00	3,380	1,980.00-	58.6-	3,527
B526	EQPT/EQPT REPAIR - NORTHWEST		.00	85	21,928.17	5,980	15,948.17	266.7	6,152
B527	EQPT/EQPT REPAIR - VENARD		.00	85	2,152.70	3,480	1,327.30-	38.1-	3,660
B528	EQPT/EQPT REPAIR - WROBLE		.00	85	341.16	9,530	9,188.84-	96.4-	9,705
B529	EQPT/EQPT REPAIR - LIFT STATIONS GENERAL		1,108.71	2,700	6,096.58	41,400	35,303.42-	85.3-	47,073
B820	BLDG AND GROUNDS - BUTTERFIELD		.00	0	1,487.14	0	1,487.14	.0	0
B821	BLDG AND GROUNDS - CENTEX		.00	0	1,156.50	0	1,156.50	.0	0
B823	BLDG AND GROUNDS - EARLSTON		.00	0	1,130.50	15,000	13,869.50-	92.5-	15,000
B824	BLDG AND GROUNDS - HOBSON		.00	0	20,175.09	20,000	175.09	.9	20,000
B825	BLDG AND GROUNDS - LIBERTY PARK		.00	0	1,146.50	0	1,146.50	.0	0
B826	BLDG AND GROUNDS - NORTHWEST		.00	0	42,067.80	81,000	38,932.20-	48.1-	81,000
B827	BLDG AND GROUNDS - VENARD		2,315.00	0	8,846.50	7,500	1,346.50	18.0	7,500
B828	BLDG AND GROUNDS - WROBLE		.00	0	1,170.50	0	1,170.50	.0	0
B829	BLDG AND GROUNDS - LIFT STATIONS GENERAL		.00	2,175	443.20	21,750	21,306.80-	98.0-	26,000
SECT B TOTALS			14,112.82	18,755	220,334.72	382,670	162,335.28-	42.4-	694,600
DEPT 15 TOTALS			15,128.94	25,751	234,944.32	457,887	222,942.68-	48.7-	780,600
DEPT 17 O & M EXPENSES - INSURANCE & EMPLOYEE BENEFITS									
SECT E INSURANCE AND EMPLOYEE BENEFITS									
E452	LIABILITY/PROPERTY		.00	0	214,313.88	220,000	5,686.12-	2.6-	220,000
E455	EMPLOYEE GROUP HEALTH		42,353.81	43,600	429,161.99	436,800	7,638.01-	1.8-	524,000
E460	IMRF		20,591.16	25,360	245,550.03	278,960	33,409.97-	12.0-	317,000
E461	SOCIAL SECURITY		17,658.87	19,360	191,126.11	212,960	21,833.89-	10.3-	242,000
SECT E TOTALS			80,603.84	88,320	1,080,152.01	1,148,720	68,567.99-	6.0-	1,303,000
DEPT 17 TOTALS			80,603.84	88,320	1,080,152.01	1,148,720	68,567.99-	6.0-	1,303,000
DEPT 91 SA EXPENSE									
DEPT 91 TOTALS			.00	0	.00	0	.00	0	
FUND EXPENSE TOTAL			482,220.47	731,710	7,290,134.32	9,656,493	2,366,358.68-	24.5-	11,301,900
FUND 01 TOTALS			190,920.65-	174,688	1,411,316.98-	1,403,888	2,815,204.98-	200.5-	1,643,150

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FUND 02 IMPROVEMENT FUND

NUMBER	DESCRIPTION	COST	ACTUAL	BUDGET	ACTUAL	BUDGET	TOTAL
			CURRENT	CURRENT	ACTUAL	BUDGET	TOTAL
			MONTH	MONTH	Y-T-D	Y-T-D	BUDGET
=====							
DEPT 05	REVENUES						
3007	INTEREST ON INVESTMENTS		79.10-	250-	719.32-	2,500-	3,000-
3010	TRUNK SEWER SERVICE CHARGES		.00	7,500-	130,885.03-	75,000-	90,000-
=====							
DEPT 05	TOTALS		79.10-	7,750-	131,604.35-	77,500-	93,000-
=====							
DEPT 30	CAPITAL EXP - ARRA - LOAN REPAYMENTS						
0500	PROJECT BUDGET		.00	0	.00	46,600	93,200
0515	PAYMENT ON LOAN PRINCIPAL		.00	0	46,595.52	0	0
=====							
DEPT 30	TOTALS		.00	0	46,595.52	46,600	93,200
=====							
DEPT 36	CAPITAL EXP - LIBERTY PARK LIFT STATION UPGRADE						
=====							
DEPT 36	TOTALS		.00	0	.00	0	0
=====							
DEPT 47	CAPITAL EXP - CENTEX LIFT STATION UPGRADE						
0502	DESIGN ENGINEERING/ARCHITECTURAL		.00	0	49,461.19	26,000	26,000
0504	CONSTRUCTION ADMIN/RESIDENT ENG/ARCH SUPRVI		4,095.00	20,000	11,320.89	69,000	84,000
0506	CONSTRUCTION CONTRACTS AND PURCHASES		.00	180,000	.00	1,080,000	1,200,000
=====							
DEPT 47	TOTALS		4,095.00	200,000	60,782.08	1,175,000	1,310,000
=====							
DEPT 74	CAPITAL EXP - SEWER - UNSEWERED AREAS						
0500	PROJECT BUDGET		.00	0	118.75	500	500
=====							
DEPT 74	TOTALS		.00	0	118.75	500	500
=====							
FUND EXPENSE TOTAL			4,095.00	200,000	107,496.35	1,222,100	1,403,700
=====							
FUND 02 TOTALS			4,015.90	192,250	24,108.00-	1,144,600	1,310,700
=====							

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FUND 03 CONSTRUCTION FUND

NUMBER	DESCRIPTION	COST	ACTUAL	BUDGET	ACTUAL	BUDGET	TOTAL
			CURRENT	CURRENT	ACTUAL	BUDGET	TOTAL
			MONTH	MONTH	Y-T-D	Y-T-D	BUDGET
=====							
DEPT 05	REVENUES						
3007	INTEREST ON INVESTMENTS		82.53-	100-	448.43-	1,200-	1,400-
3009	SEWER PERMIT FEES		3,318.00-	20,833-	324,307.38-	208,330-	250,000-
=====							
DEPT 05	TOTALS		3,400.53-	20,933-	324,755.81-	209,530-	251,400-
=====							
DEPT 30	CAPITAL EXP - ARRA - LOAN REPAYMENTS						
0500	PROJECT BUDGET		.00	0	.00	14,450	28,900
0515	PAYMENT ON LOAN PRINCIPAL		.00	0	14,403.64	0	0
=====							
DEPT 30	TOTALS		.00	0	14,403.64	14,450	28,900
=====							
DEPT 31	CAPITAL EXP - WWTC - CHP BIOGAS						
=====							
DEPT 31	TOTALS		.00	0	.00	0	0
=====							
DEPT 32	CAPITAL EXP - WWTC - SECOND TURBOBLOWER						
=====							
DEPT 32	TOTALS		.00	0	.00	0	0
=====							
DEPT 33	CAPITAL EXP - WWTC - DIGESTER MIXING/GAS PIPING						
=====							
DEPT 33	TOTALS		.00	0	.00	0	0
=====							
DEPT 34	CAPITAL EXP - WWTC - GREASE WASTE DELIVERY RAMP						
=====							
DEPT 34	TOTALS		.00	0	.00	0	0
=====							
DEPT 35	CAPITAL EXP - WWTC - CHP BIOGAS PHASE 2						
=====							
DEPT 35	TOTALS		.00	0	.00	0	0
=====							
DEPT 37	CAPITAL EXP - WWTC - GREASE RECEIVING STATN NO2						
=====							
DEPT 37	TOTALS		.00	0	.00	0	0
=====							
DEPT 38	CAPITAL EXP - WWTC - PROPERTY ACQUISITION						
=====							
DEPT 38	TOTALS		.00	0	.00	0	0
=====							
DEPT 39	CAPITAL EXP - WWTC - GRIT BLOWER REPLACEMENT						

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FUND 03 CONSTRUCTION FUND

NUMBER	DESCRIPTION	COST	ACTUAL	BUDGET	ACTUAL	BUDGET	TOTAL
			CURRENT	CURRENT		Y-T-D	
			MONTH	MONTH	Y-T-D	Y-T-D	BUDGET
=====							
DEPT 39	TOTALS		.00	0	.00	0	0
=====							
DEPT 40	CAPITAL EXP - WWTC - LOAN REPAYMENT						
=====							
DEPT 40	TOTALS		.00	0	.00	0	0
=====							
FUND	EXPENSE TOTAL		.00	0	14,403.64	14,450	28,900
=====							
FUND	03 TOTALS		3,400.53-	20,933-	310,352.17-	195,080-	222,500-
=====							

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FUND 05 PUBLIC BENEFIT FUND

NUMBER	DESCRIPTION	COST	ACTUAL	BUDGET	ACTUAL	BUDGET	TOTAL
			CURRENT MONTH	CURRENT MONTH	Y-T-D	Y-T-D	BUDGET
=====							
DEPT 05	REVENUES						
3007	INTEREST ON INVESTMENTS		.00	30-	13.19-	300-	350-
=====							
DEPT 05	TOTALS		.00	30-	13.19-	300-	350-
=====							
DEPT 59	CAPITAL EXP - SEWER - SEWER EXTENSIONS						
=====							
DEPT 59	TOTALS		.00	0	.00	0	0
=====							
DEPT 65	CAPITAL EXP - SEWER - REIMB FOR ADDED DEPTH						
=====							
DEPT 65	TOTALS		.00	0	.00	0	0
=====							
FUND	EXPENSE TOTAL		.00	0	.00	0	0
=====							
FUND 05	TOTALS		.00	30-	13.19-	300-	350-
=====							

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FUND 71 SEWER EXTENSIONS ESCROW

NUMBER	DESCRIPTION	COST	ACTUAL	BUDGET	ACTUAL	BUDGET	TOTAL
			CURRENT MONTH	CURRENT MONTH	Y-T-D	Y-T-D	BUDGET
=====							
DEPT 05	REVENUES						
3007	INTEREST ON INVESTMENTS		.00	0	2.61-	0	0
=====							
DEPT 05	TOTALS		.00	0	2.61-	0	0
=====							
DEPT 92	SEWER EXPENSE						
=====							
DEPT 92	TOTALS		.00	0	.00	0	0
=====							
FUND	EXPENSE TOTAL		.00	0	.00	0	0
=====							
FUND 71	TOTALS		.00	0	2.61-	0	0
=====							



Not to scale. Iowa Darters are commonly 2.1" long (2"-2.25"). Photo Credit: Dr. Philip Willink.

An Iowa Darter. This native species may be moving back into the East Branch. See page 3.

IN THIS ISSUE

- Letter From the President
- 2019 East Branch DuPage River Bioassessment
- Chemicals You Can't See Can Impact Ecosystems
- 2021 Deicing Workshops

LETTER FROM THE PRESIDENT

New Permits and New Obligations—Dave Gorman

New draft NPDES permits have been arriving at area wastewater treatment plants. These permits, renewed every five years, set the level of treatment that the plants will need to achieve during future permit cycles. Several newly introduced permit conditions are worth noting. Along with the long-planned, gradual phasing in of limits on phosphorous, we're now seeing new limits on fecal coliform (bacteria) and the first proposals for limits on chlorides (salts). The IEPA has been building the case for placing these conditions in permits for years via its Total Maximum Daily Loads (TMDL) studies and also its biennial waterway evaluation.

It's in everyone's interest that this permitting process, from identifying pollutants to setting requirements, is carefully scrutinized. This means that permittees need to engage constructively with the IEPA. We're looking out for the interest of our members by conducting and collecting independent monitoring data to compare with and compliment the State's information (see our East Branch Bioassessment report summary overleaf). We're also staying

up to date on the latest pollutant research and working with the IEPA to review its proposals and analyses. We believe that it's vital that these regulations are:

- supported by adequate data and analysis,
- not in conflict with other obligations,
- effective in moving towards the stated goal (human safety and/or aquatic health), and
- efficient (favorable benefit cost ratio or relatively inexpensive).

Since our founding in 2005, the DRSCW has engaged with the IEPA to allow our members to meet Clean Water Act objectives in an innovative, adaptive management manner that is both effective and efficient. We're also paying attention to "emerging pollutants", that aren't currently regulated but are likely to be in the near future (see our invisible pollutants item). As a science-driven organization, our goal is to ensure that any forthcoming regulations will be efficient, well-crafted, and measurable. We'll continue to work hard on behalf of our members to sensibly improve our shared local waterways.

2019 EAST BRANCH DUPAGE RIVER BIOASSESSMENT

Alex Handel, *DRSCW and The Conservation Foundation*

In 2019, the Midwest Biodiversity Institute (MBI) assessed the East Branch of the DuPage River for DRSCW in an effort to map the health of aquatic communities and identify where they are not meeting state standards. This data can be used to spot trends and plan interventions to help improve the waterways.

What is the Bioassessment?

The bioassessment surveys three families of indicators: 1) biological status, 2) water and sediment chemistry, and 3) physical habitat, to determine river health. Biological status (fish and insects) is both the principle indicator of stream health and the principal driver of the new NPDES permit requirements. Under State law a waterbody must host sufficient native fish and macroinvertebrate species to be in compliance. The scale used by regulators for measuring biological status in aquatic health is the Index of Biotic Integrity (IBI).

If fish and macroinvertebrates are lacking, water chemistry and physical habitat (land use, channel shape, and channel structure) attributes of the watershed may provide clues as to why.



Figure 1. Map of East Branch DuPage River Watershed. Sample sites are above and below treatment plants, on major tributaries, near points of interest (DRSCW projects, dams, etc.) and spaced along the main-stem to create high resolution data. The reference sites are located in Kane County.

What were the results on the East Branch of the DuPage?

The East Branch DuPage River flows through urban neighborhoods and past eight wastewater treatment plants that contribute a design average flow of 52.77 million gallons per day. The bioassessment sampled a total of 42 sites along the East Branch and two additional sites of comparable geology to compare as controls.

The assessment found that macroinvertebrates and fish are uniformly below the State's required "Good" standard, with macroinvertebrates slightly outperforming the fish. The macroinvertebrate IBI was "Fair" in nearly all sample sites with fish

IBI rankings mostly at "Fair" to "Poor." Fish suffered largely from limits on physical access created by the Channahon and Hammel Woods dams (the latter removed 2021) on the Lower DuPage River.

Outside of dams, the biology scores were largely a function of the surrounding urban land use and lack of river habitat. Bioassessments show that habitat quality hasn't improved much since surveys began in 2007. To restore fish and macroinvertebrate populations, habitat will need to be improved at many sites by removing more dams, improving banks, and creating gravel river beds, pools and riffles.

On the chemical level, nitrate and phosphorus concentrations were highest immediately downstream of wastewater treatment plants. As a result, they were highest upstream (northern) of the main stem and fell downstream as they were diluted by inputs from tributaries that lacked wastewater effluent discharges (see Figure 1).

High nitrate and phosphorous levels may contribute to large swings in dissolved oxygen (DO) that were observed in the East Branch. These chemicals feed aquatic plants which produce oxygen through photosynthesis. DO increases during the day, peaks in late afternoon, and decreases during the night, reaching its nadir before sunrise (see Figure 2). While it's natural for DO to vary, the East Branch DuPage River often exceeds the DO water quality standard.

What is going to happen with this data?

The Bioassessment is being used to understand trends, set priorities, and plan remediation projects such as the Hammel Woods Dam removal (completed in 2021) and Lower DuPage Habitat Restoration project which kicked off in October 2021. The former established passage for five fish species, and the latter aims to create habitat to attract them into the East Branch. If these projects are successful, the next Bioassessment for the East Branch DuPage River in 2023 will show improved biological scores.

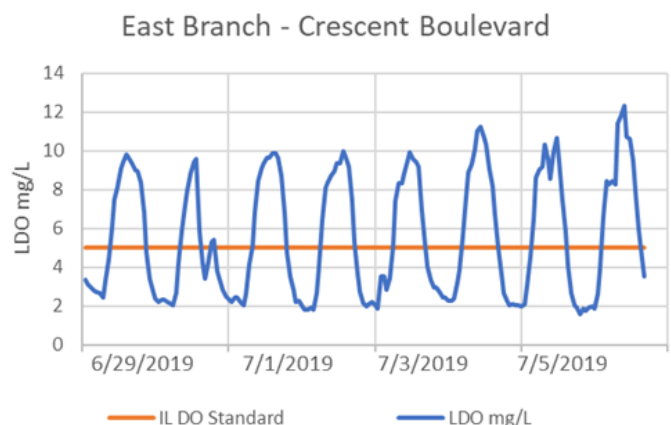


Figure 2. Summer DO measurements at Crescent Blvd in Glen Ellyn. Note the diurnal fluctuation in DO concentration.



A LONE DARTER

We had a new arrival in the East Branch this year, found during a pre-project survey. The individual Iowa Darter seems to have come up from the DuPage River main stem and marks the first time that this species has been found in the East Branch DuPage River since surveys began in 2006.

CHEMICALS YOU CAN'T SEE CAN IMPACT ECOSYSTEMS

Greg LeFevre, *University of Iowa, Assistant Professor, Civil and Environmental Engineering*

In the last century, human life expectancy has dramatically increased due to improved sanitation and medicines. Sanitation systems such as wastewater treatment plants treat human waste to remove dangerous pathogens and protect rivers or lakes when the water is returned to the environment. However, water treatment plants have not been designed to remove the pharmaceuticals present in human medicines. These complex molecules are capable of passing through human bodies, surviving the wastewater treatment process, and then being released into rivers and streams.

Does it matter that pharmaceuticals are present in rivers and streams? Pharmaceutical chemicals are designed to impact the functions of organisms which makes them great for treating illnesses, but can also have unintended effects. The US Geological Survey (USGS) conducted studies that showed that fish downstream from wastewater treatment plants exhibited higher rates of intersex characteristics (having both male and female sex organs). Only after a treatment plant upgrade was there a significant reduction in pharmaceutical concentrations and endocrine disruption in fish.

Pharmaceuticals in wastewater are most likely to have impacts in rivers which get a significant portion of their flow from

wastewater discharges like Salt Creek and the DuPage River. During dry parts of the year, effluent from wastewater treatment plants has been recorded to make up close to 90% of the West Branch and over 95% of the East Branch of the DuPage River. Because there is less water other than effluent to dilute any pharmaceuticals present, the concentrations to which fish are exposed is typically higher.

More recent research from the University of Iowa and the USGS involved a study of an effluent dominated stream in eastern Iowa to understand how pharmaceuticals change and impact fish. They found that pharmaceutical levels in the stream vary significantly by season. For example, allergy medicines were significantly higher in the summer than winter. They also found that while some pharmaceuticals are significantly lost downstream, some persist for a long distance from where they are discharged.

These studies help us better understand what happens to our medicine after it leaves our bodies and enters into our sanitation systems. They also are leading us to invent new ways to protect our effluent dominated streams and the wildlife that live in them.

Many communities offer takeback programs to enable proper disposal of unwanted medicines. For information about how to start a program in your community, contact Sarah Zack at szack@illinois.edu.

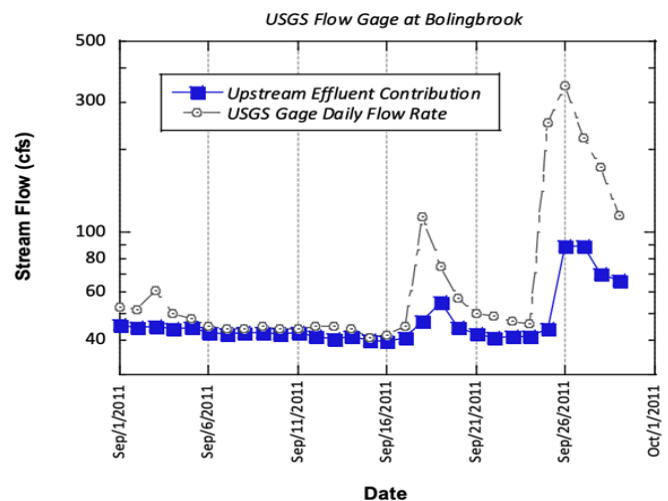


Figure 3. Average daily flow in September 2011 at the USGS flow gauge at Bolingbrook charted next to the recorded effluent flows from dischargers on the East Branch DuPage River and its tributaries.

2021 DEICING WORKSHOPS

This year the deicing workshops were planned along with staff from Lake County and sponsored by other watershed groups and counties. Data collected from the five workshop surveys indicated that at least 939 individuals attended, with 830 at the Public Roads and 196 at the Parking Lot & Sidewalks workshops. Fortin Consulting handled the presentations and technical aspects of these online workshops with their usual expertise.

DuPage River Salt Creek Workgroup Members and Executive Board

Agency Members (blue)/ Associate Members (gray):

Village of Addison • AECOM • City of Aurora • Village of Arlington Heights • Baxter & Woodman • Village of Bartlett • Village of Bensenville • Black & Veatch • Cardno • Village of Bloomingdale • Village of Bolingbrook • The Conservation Foundation • Village of Carol Stream • Christopher B. Burke Engineering • Village of Clarendon Hills • Clark-Dietz • Deuchler Engineering • Donohue & Associates • Village of Downers Grove • Downers Grove Sanitary District • DuPage County • City of Elmhurst • Elmhurst-Chicago Stone Company • Engineering Resource Assoc. • Forest Preserve District of DuPage County • Geosyntec Consultants • Glenbard Wastewater Authority • Village of Glen Ellyn • Village of Glendale Heights • Village of Hanover Park • Hey & Associates • Village of Hinsdale • Village of Hoffman Estates • Huff & Huff • Illinois Department of Transportation • Illinois State Toll Highway Authority • Village of Itasca • Village of LaGrange Park • Village of Lisle • Lisle Township Highway Dept. • Village of Lombard • Metropolitan Water Reclamation District of Greater Chicago • The Morton Arboretum • City of Naperville • Naperville Park District • Naperville Township Road Dist. • City of Northlake • Village of Oakbrook • City of Oakbrook Terrace • Village of Palatine • Prairie Rivers Network • Robinson Engineering • Village of Roselle • Salt Creek Sanitary District • Salt Creek Watershed Network • Village of Schaumburg • Sierra Club, River Prairie Group • Strand Associates • Village of Streamwood • Trotter & Associates • V3 Companies • Village of Villa Park • City of Warrenville • City of West Chicago • Village of Westchester • Village of Western Springs • Village of Westmont • City of Wheaton • Wheaton Sanitary District • Village of Winfield • City of Wood Dale • Village of Woodridge • York Township Highway Department

Executive Board

President	Dave Gorman, <i>Village of Lombard</i>
Vice President	Susan Baert, <i>Wheaton Sanitary District</i>
Secretary/Treasurer	Rick Federighi, <i>Village of Addison</i>
Members at Large	Adam Gronski, <i>Metropolitan Water Reclamation District</i> Amy Underwood, <i>Downers Grove Sanitary District</i> Steven Zehner, <i>Robinson Engineering, Ltd.</i> Mary Beth Falsey, <i>DuPage County Stormwater Management</i>

Committee Chairs

Monitoring	Jennifer Hammer, <i>The Conservation Foundation</i>
Salt Creek	Dennis Streicher, <i>Sierra Club-River Prairie Group</i>
East Branch DuPage	Larry Cox, <i>Downers Grove Sanitary District</i>
West Branch DuPage	Erik Neidy, <i>Forest Preserve District of DuPage County</i>

Staff

Director	Stephen McCracken, <i>The Conservation Foundation</i>
Watershed Project Manager	Deanna Doohaluk, <i>The Conservation Foundation</i>
Administrator	Nancy Cinatl, <i>The Conservation Foundation</i>
Environmental Scientist	Alex Handel, <i>The Conservation Foundation</i>



DuPage River Salt Creek Workgroup

105404 Knoch Knolls Road
Naperville, IL 60565

WWTC Operations Data – January

The final effluent in January averaged 0.86 mg/L CBOD, 0.6 mg/L suspended solids and 0.30 mg/L ammonia-nitrogen over a daily average flow of 8.16 MGD. There were no permit excursions in January.

Financial Data – January

In January, the District received \$751,378 in the General fund, including \$266,734 in user charges, \$31,013 in surcharges and \$320,468 in monthly fees. General fund expenses totaled \$526,203. The Improvement fund had revenues of \$114,457 and expenses of \$436. The Construction fund had revenues of \$271,670 and expenses of \$0.

Sewer Permits – January

There were 8 sewer permits issued in January – 2 single family, 1 multi-family, 2 repairs, and 3 disconnections.

Five Year Financial Plan and Appropriation Ordinance

At the February 8 meeting, the Board reviewed the Five-Year Financial Plan for Fiscal Years 2022-23 to 2026-27. There is an anticipated \$0.10 increase in the FY 2022-23 budget for the user fee (increasing from \$1.95 to \$2.05 per 1,000 gal) and an anticipated \$2.00 increase in the monthly service fee (increasing from \$17.00 to \$19.00 per month). The FY 2022-23 budget and the Appropriation Ordinance which sets spending limits for budget categories will be presented for Board approval at the March 15 Board meeting.

Personnel

The District is seeking candidates for the open Accounting Assistant position through February 25th. Interviews will be scheduled shortly thereafter.

Essential Health Benefit Comparison

A new Illinois law requires that all employees who are gainfully employed in the State of Illinois and covered by employment-based group medical plans receive an Essential Health Benefit (EHB) comparison between the Illinois benchmark plan and what we offer to our employees under the company-sponsored medical plans. In order to comply with this law, the District has uploaded such a comparison the employee portal. Employees may review the comparison by logging into the employee portal and selecting Illinois Essential Health Benefit (EHB) Listing under Benefits.

If you have any questions regarding the above or the comparison, please contact the District's Administrative Supervisor, Carly Shaw.

COVID-19

CURRENT LEVEL OF TRANSMISSION: **HIGH**

At this time, **all employees need to continue to wear masks when indoors**, regardless of vaccination/booster status or whether you've had the virus.

As stated in my December 28 and January 5 e-mails to all employees, the following procedures to limit the potential spread of COVID through our facilities will be in place until further notice:

1. Do not share vehicles or ride in the elevators with another employee.
2. Supervisors will be contacting employees to stagger shifts, lunchroom use, locker room use, etc. and to work remotely when possible.
3. Limit contact with other employees when possible. If you can communicate with another employee effectively through a phone call, e-mail or text rather than face to face, do so. If you must meet in person, maintain social distance when possible. Do not congregate for social time.

If you are not up to date on your vaccinations and have been traveling to and are returning from out-of-state or have attended a gathering, you may be asked to self-quarantine prior to returning to work. Please check with your supervisor or the District's Safety Coordinator in advance of traveling out-of-state or attending a gathering to determine beforehand if a quarantine will be necessary upon your return. All states and territories are currently on the travel advisory list.

Sewer Rehabilitation/Infiltration and Inflow Removal

We are targeting the 1-K-028 area for private property inspections and I/I removal. We are also monitoring the area around the 1-M-049 manhole to evaluate flows in the vicinity and impacts of the installation of a bolt-down cover at 1-M-049. Data collected shows that the local system containing 1-M-049 appears to be operating satisfactorily. Regular flow monitoring continues.

Status of Projects

- 1) 001 Outfall Pipe Repair

The project will be advertised on February 24. A bid opening date has been set for March 29.

- 2) Centex Lift Station Replacement

Shop drawings are under review by Baxter & Woodman. The contractor has provided an updated construction schedule. Construction is expected to start in early May and be complete by the end of October.

- 3) Administration Center Modifications

Preliminary design has begun on the Administration Center modifications. Modifications will include remodeling of the front entrance and counter and a kitchenette in the Board room.

Trustee Appointment

On February 8, the County Board appointed Jeremy Wang as a Trustee of the District, replacing Paul Coultrap on the Board effective March 1. Trustee Wang is a Westmont resident.

Personnel

Congratulations to Nick Preen on the birth of his son, Wyatt Walker Preen, on February 7th.

The District is seeking candidates for the open Accounting Assistant position through February 25th. Interviews will be scheduled shortly thereafter.

NPDES Permit

The Illinois Environmental Protection Agency has issued the new NPDES permit for the Wastewater Treatment Center. The new five-year permit becomes effective on March 1, 2022.

In the new permit, the compliance date for the 1.0 mg/L total phosphorus limit was moved out three additional years in exchange for continued funding of watershed projects managed through the DRSCW. The District expects both the phosphorus limit and the compliance date to be changed in the next permit cycle. As required by the Special Conditions in our NPDES permit, the DRSCW is working on a Nutrient Implementation Plan that will recommend a lower limit be implemented with a later compliance and with completion of additional watershed improvements in the meantime.

The new permit contains revised limits for Outfall B01 for Fecal Coliform and Total Residual Chlorine (TRC). The new Fecal Coliform limits are a monthly geometric mean of 200 per 100 mL and no more than 10% of the samples exceeding 400 per 100 mL. In addition, the permit now contains load limits for Fecal Coliform. The monthly geometric mean cannot exceed 83 billion cfu per day at design average flow or 167 billion cfu per day at design maximum flow. The new Fecal Coliform limits go into effective on May 1, 2022.

The new permit reduces the daily maximum TRC limit from 0.05 mg/L to 0.038 mg/L. The new TRC limit will become effective March 1, 2024. In 2021, the District laboratory purchased new equipment to run low level TRC analysis and ran the analysis side-by-side with the existing method for a couple of months. At this point, it is anticipated that we will be able to meet the new limit without any modifications to the WWTC.

IT Support

Several questions about how employees are to get IT support have been raised in the past couple of weeks. IT Support for District employees is being provided by Kazys Motekaitis with Exodus Technology Service. Kazys assists District employees with computer, e-mail, network, printer and phone (both desktop and mobile) issues. Emergency IT support needs should be directed to your supervisor, and your supervisor will contact Kazys. For non-emergency IT support needs, employees should fill out the Employee IT Support Form which is located on the Employee Portal

under General and Forms. A copy of your submitted form will be forwarded to Kazys for assistance.

Five Year Financial Plan and Appropriation Ordinance

At the February 8 meeting, the Board reviewed the Five-Year Financial Plan for Fiscal Years 2022-23 to 2026-27. There is an anticipated \$0.10 increase in the FY 2022-23 budget for the user fee (increasing from \$1.95 to \$2.05 per 1,000 gal) and an anticipated \$2.00 increase in the monthly service fee (increasing from \$17.00 to \$19.00 per month). The FY 2022-23 budget and the Appropriation Ordinance which sets spending limits for budget categories will be presented for Board approval at the March 15 Board meeting.

COVID-19

CURRENT LEVEL OF TRANSMISSION: **HIGH**

At this time, **all employees need to continue to wear masks when indoors**, regardless of vaccination/booster status or whether you've had the virus. This afternoon, the CDC held a media telebriefing. Official guidance related to the content of this telebriefing had not yet been posted by the CDC at the time this GM report was written. Based on numerous news article, however, it is anticipated that masking requirements will be relaxed. District Administration asks that all employees be patient and continue to wear masks indoors until the CDC officially publishes its new guidance and the District updates its related COVID procedures.

If you are not up to date on your vaccinations and have been traveling to and are returning from out-of-state or have attended a gathering, you may be asked to self-quarantine prior to returning to work. Please check with your supervisor or the District's Safety Coordinator in advance of traveling out-of-state or attending a gathering to determine beforehand if a quarantine will be necessary upon your return. All states and territories are currently on the travel advisory list except Maryland.

Have you ordered your free Covid tests yet? The government is providing four free at-home Covid tests to each residential address in America. If you have not ordered your tests yet and would like to, here is the link: <https://special.usps.com/testkits>

TopHealth

The March 2022 edition of TopHealth is enclosed.

Sewer Rehabilitation/Infiltration and Inflow Removal

We are targeting the 1-K-028 area for private property inspections and I/I removal. We are also monitoring the area around the 1-M-049 manhole to evaluate flows in the vicinity and impacts of the installation of a bolt-down cover at 1-M-049. Data collected shows that the local system containing 1-M-049 appears to be operating satisfactorily. Regular flow monitoring continues.

Status of Projects

1) 001 Outfall Pipe Repair

The project was advertised on February 24. A pre-bid conference will be held on March 8. The bid opening date has been set for March 29.

2) Centex Lift Station Replacement

Shop drawings are under review by Baxter & Woodman. The contractor has provided an updated construction schedule. Construction is expected to start in early May and be complete by the end of October.

3) Administration Center Modifications

Design on the Administration Center modifications is ongoing. Modifications will include remodeling of the front entrance and counter and a kitchenette in the Board room.

4) Building Sanitary Sewer Service Repair Contract

The five-year period for the current BSSRAP contract ends this year. The new contract was advertised on February 24. A pre-bid conference will be held on March 8. The bid opening date has been set for March 29.

5) 2022 Sewer Cleaning and Televising

This work was advertised on February 24, and bids will be opened on March 29.

Retirement

Congratulations to Operator Mike Hayward who will be retiring from the District on March 31, 2022. Mike has over 22 years of service with the District.

Luncheon

An employee luncheon will be held on Wednesday, March 16 at 11:30 a.m. in the MSB garage.

Personnel

The interview process for the open Accounting Assistant position is ongoing.

WWTC Operations Data – February

The DMR for February indicates that the final effluent averaged 1.1 mg/l CBOD, 0.9 mg/l suspended solids and 1.4 mg/l ammonia nitrogen over a daily average flow of 12.26 MGD. There were no permit excursions for the month.

Sewer Permits – February

There were 9 sewer permits issued in February – 3 single family, 1 commercial and 5 disconnections.

Financial Data – February

In February, the District received \$673,141 in the General fund, including \$264,933 in user charges, \$26,089 in surcharges and \$339,643 in monthly fees. General fund expenses totaled \$482,220. The Improvement fund had revenues of \$79 and expenses of \$4,095. The Construction fund had revenues of \$3,401 and expenses of \$0.

Employee Benefit Statement

A memo and statement regarding the value of the benefits you received in 2021 as an employee of the District will be available in the near future to employees through the Employee Portal online.

Five Year Financial Plan and Appropriation Ordinance

At the February 8 meeting, the Board reviewed the Five-Year Financial Plan for Fiscal Years 2022-23 to 2026-27. There is an anticipated \$0.10 increase in the FY 2022-23 budget for the user fee (increasing from \$1.95 to \$2.05 per 1,000 gal) and an anticipated \$2.00 increase in the monthly service fee (increasing from \$17.00 to \$19.00 per month). The FY 2022-23 budget and the Appropriation Ordinance which sets spending limits for budget categories will be presented for Board approval at the March 15 Board meeting.

COVID-19

CURRENT COVID-19 COMMUNITY LEVEL: **LOW**

At this time, masks are not required in District facilities. Employees and guests may choose to wear masks at their personnel discretion.

If you are not up to date on your vaccinations and have been traveling to and are returning from out-of-state or have attended a gathering, you may be asked to self-quarantine prior to returning to work. Please check with your supervisor or the District's Safety Coordinator in advance of traveling out-of-state or attending a gathering to determine beforehand if a quarantine will be necessary upon your return.

Sewer Rehabilitation/Infiltration and Inflow Removal

We are targeting the 1-K-028 area for private property inspections and I/I removal. We are also monitoring the area around the 1-M-049 manhole to evaluate flows in the vicinity and impacts of the installation of a bolt-down cover at 1-M-049. Data collected shows that the local system containing 1-M-049 appears to be operating satisfactorily. Regular flow monitoring continues.

Status of Projects

1) 001 Outfall Pipe Repair

The project was advertised on February 24. The pre-bid conference was moved to March 16 due to inclement weather earlier this week. The bid opening date has been set for March 29.

2) Centex Lift Station Replacement

Shop drawings are under review by Baxter & Woodman. The contractor has provided an updated construction schedule. Construction is expected to start in early May and be complete by the end of October.

3) Administration Center Modifications

Design on the Administration Center modifications is ongoing. Modifications will include remodeling of the front entrance and counter and a kitchenette in the Board room.

4) Building Sanitary Sewer Service Repair Contract

The five-year period for the current BSSRAP contract ends this year. The new contract was advertised on February 24. A pre-bid conference was held on March 8. The bid opening date has been set for March 29.

5) 2022 Sewer Cleaning and Televising

This work was advertised on February 24, and bids will be opened on March 29.

Amy Underwood

From: Amy Underwood
Sent: Friday, February 18, 2022 4:52 PM
To: Adam Cioni; Adrienne Kasper; Alan Hartigan; Alex Bielawa; Alyssa Caballero; Angel Lozada; Bill Smith; Bob Swirsky; Brian Meng; Carly Shaw; Chuck Preen; Daniel Jasso; Dwayne Carpenter; Ed Bailie; Frank Furtak; Jeff Barta; Jessie Gwozdz; Joe Magiera; Jose Roche, Jr.; Keith Shaffner; Kim Giardini; Malwina Serpa; Marc Majewski; Marco Rendon; Matt Richert; Megan MacQuilkin; Mike Hayward; Nick Preen; Nick Whitefleet; Oscar Avila; Reese Berry; Rolf Flechsig; Sam Tatulli; Siamak Azarnia; Stephanie Cioni; Susan Testin; Todd Freer
Cc: Kazys Motekaitis (IT)
Subject: Lifting of Procedural Changes due to COVID & Masking Question

To All District Employees:

Lifting of Temporary COVID Procedures

As the number of new daily COVID cases have decreased dramatically in the past week, the following additional COVID procedures which were put in place on December 28 are hereby lifted (hence the strikethrough).

- ~~1. Do not share vehicles or ride in the elevators with another employee.~~
- ~~2. Supervisors will be contacting employees to stagger shifts, lunchroom use, locker room use, etc. and to work remotely when possible.~~
- ~~3. Limit contact with other employees when possible. If you can communicate with another employee effectively through a phone call, e-mail or text rather than face to face, do so. If you must meet in person, maintain social distance when possible. Do not congregate for social time.~~

Masking Question Answered

Several employees have asked how District employees will be impacted if the Governor drops the state-wide indoor mask mandate on February 28 as planned. As an employer, the District is required to follow OSHA and CDC guidance to protect employees. This guidance indicates indoor masking regardless of vaccination status when the local transmission levels are Substantial or High. If the transmission level is Substantial or High on February 28, there will be no change to masking requirements at work. When the local transmission level drops to Moderate or Low, the District's COVID Plan (which is in alignment with OSHA and CDC guidance) allows employees who are up-to-date on their COVID vaccines to unmask at work in most indoor situations. See Section 6.1 of the District's COVID Plan for details.

Based on the status in DuPage County and the surrounding counties where employees live, it is possible that the local transmission levels will drop to Moderate or Low within the next few weeks. Once we reach that level, employees who wish to remove their mask at work will need to have provided the District proof that they are up-to-date on their COVID vaccines or that they have had COVID within the past 90 days. An employee is considered up-to-date on his COVID vaccines if he was vaccinated in the past 5 months (or 2 months for the J&J) or if he has received a COVID booster. To date, only six (6) employees have provided proof of receiving a booster shot to District management. If you have received a booster and would like to remove your mask at work once local transmission has dropped, please provide a copy of your vaccine card to Carly Shaw.

As always, thank you for your understanding, cooperation and commitment to making our facilities a safe place for all employees and to keeping our facilities in operation so we may continue to serve our customers.

Please contact your Supervisor or I if you have any questions.

Have a great weekend!

Amy R. Underwood, P.E.

General Manager



2710 Curtiss Street

P.O. Box 1412

Downers Grove, IL 60515

(630)969-0664

www.dgsd.org

Amy Underwood

From: Amy Underwood
Sent: Monday, February 28, 2022 12:17 PM
To: Adam Cioni; Adrienne Kasper; Alan Hartigan; Alex Bielawa; Alyssa Caballero; Amy Underwood; Angel Lozada; Bill Smith; Bob Swirsky; Brian Meng; Carly Shaw; Chuck Preen; Daniel Jasso; Dwayne Carpenter; Ed Bailie; Frank Furtak; Jeff Barta; Jessie Gwozdz; Joe Magiera; Jose Roche, Jr.; Keith Shaffner; Kim Giardini; Larry Cox; Malwina Serpa; Marc Majewski; Marco Rendon; Matt Richert; Megan MacQuilkin; Mike Hayward; Nick Preen; Nick Whitefleet; Oscar Avila; Reese Berry; Rolf Flechsig; Sam Tatulli; Siamak Azarnia; Stephanie Cioni; Susan Testin; Todd Freer
Cc: Kazys Motekaitis (IT)
Subject: Masking Requirements Lifted

To All DGSD Employees:

Governor Pritzker lifted the IL indoor mask requirement today. At our current COVID-19 Community Level, which is Low, the new CDC guidance recommends you “wear a mask based on your personal preference, informed by your personal level of risk.” Therefore, effectively immediately, **masks are not required in District facilities**. Any employee may choose to wear a mask at any time.

Please note that the CDC guidance contains recommendations for mask use at other COVID-19 Community Levels. The District COVID-19 Preparedness Plan is currently being rewritten to incorporate this revised guidance and as well as other CDC guidance that has been modified recently.

Your patience and dedication in making District facilities safe for our staff and customers over the past several months while the IL mask mandate was in place is appreciated.

Amy R. Underwood, P.E.

General Manager



2710 Curtiss Street
P.O. Box 1412
Downers Grove, IL 60515
(630)969-0664
www.dgsd.org

Amy Underwood

From: Jessie Gwozdz
Sent: Tuesday, March 1, 2022 4:01 PM
To: Adrienne Kasper; Alex Bielawa; Alyssa Caballero; Amy Underwood; Carly Shaw; Jessie Gwozdz; Kim Giardini; Megan MacQuilkin; Susan Testin; Joe Magiera; Sam Tatulli; Malwina Serpa; Reese Berry; Stephanie Cioni; Adam Cioni; Bill Smith; Chuck Preen; Frank Furtak; Jeff Barta; Marco Rendon; Nick Whitefleet; Rolf Flechsig; Brian Meng; Ed Bailie; Marc Majewski; Matt Richert; Mike Hayward; Nick Preen; Siamak Azarnia; Daniel Jasso; Keith Shaffner; Oscar Avila; Alan Hartigan; Angel Lozada; Bob Swirsky; Dwayne Carpenter; Jose Roche, Jr.; Todd Freer
Subject: COVID Plan Revision

To All Employees,

You will soon be receiving a Target Solutions assignment to read the updated COVID-19 Preparedness Plan. I wanted to take this opportunity to give you an overview of the changes.

The CDC released a new tool called "Community Levels." Community Levels help communities make decisions about COVID-19 prevention measures based on the latest data. Levels can be Low, Medium, or High and are determined by looking at hospital beds being used, hospital admissions, and the total number of new COVID-19 cases in an area. This metric is different than the previous metric that designated geographic areas by transmission levels of Low, Moderate, Substantial, and High. You can check the new Community Level for any county in US here:

<https://www.cdc.gov/coronavirus/2019-ncov/your-health/covid-by-county.html>

What has changed in the District's COVID Preparedness Plan:

- Masking guidelines are now based on Community Levels instead of level of community transmission. Masking guidelines are no longer tied to vaccination status. Masks will only be required at the District when DuPage and the surrounding counties where employees live are in Community Level High.
- The Work Procedures detailed in Section 4, which include things such as vehicle sharing restrictions, visitor restrictions, capacity restrictions, tour restrictions, etc. now only apply when DuPage and surrounding counties are in Community Level High.

What has not changed in the District's COVID Preparedness Plan:

- Employees should still monitor themselves for symptoms and stay home if they are sick.
- CDC guidelines for what to do after being exposed to COVID remain unchanged. Individuals who are not up to date on COVID vaccines will be required to quarantine after exposure.
- CDC guidelines for what to do after travel has not changed. Individuals who are not up to date on COVID vaccines may be required to quarantine after travel.
- Masks will still be required in certain situations. These situations include:
 - Returning to work on Days 6 thru 10 after testing positive for COVID.
 - Returning to work through Day 10 after exposure to a COVID positive individual.

Tomorrow I will post a paper copy of the revised Plan in each of our main workspaces: Admin, MSB, Lab, Ops, and System Garage.

Please let me know if you have any questions.

Jessie Gwozdz

Safety Coordinator | Office: (630) 969-0664 | Cell: (847) 347-0087

DOWNERS GROVE SANITARY DISTRICT

2710 Curtiss Street | Downers Grove, IL 60515



**COVID-19 Preparedness Plan:
Beyond Restore Illinois**

March 1, 2022

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1 INTRODUCTION

The global COVID-19 pandemic that began in March 2020 has impacted our communities in an unprecedented and unexpected way. This impact has led to the implementation of additional guidelines and restrictions intended to protect public health.

The Downers Grove Sanitary District (DGSD) is committed to providing a safe and healthy workplace for our employees and customers. To ensure that, we have developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Our goals are to mitigate the potential for transmission of COVID-19 in our workplaces and communities, and to keep our employees healthy to perform essential operations. This requires full cooperation among our workers, management, and customers. Only through this cooperative effort can we establish and maintain the safety and health of our workplace.

DGSD is classified as an essential business during the COVID-19 pandemic. Our employees are our most valuable asset and we are committed to their health and safety. Our COVID-19 Preparedness Plan follows guidelines established by the Centers for Disease Control and Prevention (CDC), the Occupational Safety and Health Administration (OSHA), and Illinois Department of Public Health (IDPH) guidelines. DGSD employees are expected to take steps to protect themselves from COVID-19 both at work and at home by following the recommendations of the public health authorities mentioned above.

Earlier versions of this Plan were written in alignment with Governor J.B. Pritzker's Restore Illinois 5-Phase Plan. The state moved into Phase 5 in June of 2021 but the pandemic resurged just a few months later. Since the state appears to no longer be using the Phases and Tiers detailed in the Restore Illinois Plan, DGSD's Plan has been revisited in 2022 with the following title: COVID-19 Preparedness Plan - Beyond Restore Illinois.

District management will closely monitor recommendations from the County, the State, and public health authorities and will inform employees when this plan is no longer in effect. The General Manager may at her discretion issue an amendment to this plan as necessary.

2 DEFINITIONS

2.1 *Vaccinated*

For persons 18 and older, a primary series consists of:

- A 2-dose series of an mRNA COVID-19 vaccine (Pfizer-BioNTech or Moderna), or
- A single-dose COVID-19 vaccine (Johnson & Johnson's Janssen vaccine)
- Immunocompromised people only: a 3rd primary dose of mRNA vaccine is recommended 28 days after dose 2.

Vaccine will be considered effective starting 14 days after last dose of the primary series.

Note: Per the CDC effective 12/28/21, in most situations, Pfizer-BioNTech or Moderna COVID-19 vaccines are preferred over the J&J/Janssen COVID-19 vaccine for primary and booster vaccination due to the risk of serious adverse events. The J&J vaccine may be considered for individuals who:

- Had a severe reaction after an mRNA vaccine dose or who have a severe allergy to an ingredient of Pfizer-BioNTech or Moderna (mRNA COVID-19 vaccines).
- Would otherwise remain unvaccinated for COVID-19 due to limited access to Pfizer-BioNTech or Moderna (mRNA COVID-19 vaccines).

- Wants to get the J&J/Janssen COVID-19 vaccine despite the safety concerns.

Employees should contact their medical provider for further information about the J&J vaccine.

2.2 Boosted

It is recommended that adults 18 and older do the following to keep their vaccination status up to date with a booster dose:

- If primary series was Pfizer-BioNTech, an mRNA booster dose is recommended 5 months after completing the primary vaccination series.
- If primary series was Moderna, an mRNA booster dose is recommended 5 months after completing the primary vaccination series.
- If primary dose was J&J, an mRNA booster dose is recommended 2 months after completing the primary vaccine.

A person is considered boosted and up to date right after getting their booster dose.

2.3 Up to Date on COVID-19 Vaccines

The CDC classifies adults over age 18 as Up to Date on their vaccines if the following applies. The person has:

- Completed the primary series of the Pfizer or Moderna vaccine within the past 5 months, OR
- Received the single-dose J&J vaccine within the past 2 months, OR
- Received a booster dose.

2.4 Close Contact

Close contact is defined as any of the following:

- Being within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-period (for example, three individual 5-minute exposures), starting from 48 hours prior to the onset of symptoms or positive test result in the infected person.
- Caring at home for a person infected with COVID-19
- Having direct physical contact with an infected person (e.g., hugged or kissed them)
- Being in direct contact with oral or respiratory secretions of an infected person (e.g., being coughed on, sneezed on, sharing eating or drinking utensils).

2.5 Quarantine

Quarantine separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick. Quarantine is used to keep people who have been in close contact with someone who has COVID-19 away from others.

2.6 Isolation

Isolation separates sick people with a contagious disease from people who are not sick. People who have tested positive with COVID-19 or who have symptoms of COVID-19 need to isolate from others.

2.7 Day Zero

Day 0 (Zero) is defined as the start date of isolation or quarantine. It is the day an employee is exposed via close contact, the day an employee begins exhibiting symptoms or the day an

employee who is asymptomatic tests positive. For example, if an employee became symptomatic on January 1 and needed to isolate for 5 days and could return to work on Day 6:

Day 0: January 1
Day 1: January 2
Day 5: January 6
Day 6: January 7

2.8 Vehicles

The term “vehicles” includes cars, trucks, commercial motor vehicles, tractors, skid steers, loaders, golf carts, and forklifts.

2.9 COVID-19 Community Level

On February 25, 2022, the CDC introduced a new tool called COVID-19 Community Level. COVID-19 Community Levels can be Low, Medium, or High and are determined by looking at hospital beds being used, hospital admissions, and the total number of new COVID-19 cases in an area.

3 SYMPTOMS, EXPOSURE, AND RETURN TO WORK REQUIREMENTS

3.1 COVID-19 Symptom List

The CDC has maintained an up-to-date list of symptoms of COVID-19. At the time of this document, the symptoms are:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New Loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

3.2 Employee Self-Monitoring

DGSD management is asking all employees to self-monitor for the above symptoms. This includes the on-call employees that are at home during non-working hours so that the supervisor can replace the employee on-call immediately. Each employee needs to check his/her temperature prior to leaving home for work every day. Employees who are experiencing any of the above symptoms need to follow all procedures of Section 3.3. By reporting to work, DGSD staff are certifying that they are symptom free.

3.3 Employees Who Have Symptoms

Employees who are experiencing any of the above symptoms must notify their supervisor and must not report to work. If the symptoms begin at work, the employee must go home immediately.

If an employee's symptoms are not new but rather symptoms of a pre-existing health condition for which the employee has a history of medical care, the employee may provide a one-time note from his/her medical provider releasing the employee to work and may come to work as long as he/she does not develop new symptoms.

The District's Safety Coordinator will contact the employee via phone for documenting their symptoms.

If an employee is awaiting COVID-19 test results or cannot obtain a test due to high demand, they should assume they have COVID and isolate.

Unless otherwise directed by a medical provider, employees must follow the steps below.

If You Have Symptoms of COVID-19 (ISOLATE)
All Employees, regardless of vaccination status <ul style="list-style-type: none">• Get tested with a PCR test as soon as possible.
Return to Work Criteria with a negative test result: <ul style="list-style-type: none">• If your symptoms have resolved and you have been fever-free for 24-hours without the use of fever reducing medication, you may return to work.• If your symptoms worsen, get tested again or seek guidance from a medical provider.
Return to Work Criteria with a positive test result: <ul style="list-style-type: none">• Follow procedures of Section 3.4.
Return to Work without a test: <ul style="list-style-type: none">• Employees who cannot obtain a PCR test will be presumed positive and will follow the procedures in Section 3.4.

3.4 Employees who Have Tested Positive for COVID-19

Employees who have tested positive for COVID-19 must not report to work.

The District's Safety Coordinator will contact the employee via phone for documenting their symptoms.

Unless otherwise directed by a medical provider, employees must follow the steps below.

If You Test Positive for COVID-19 (ISOLATE)
<p>All Employees, regardless of vaccination status</p> <ul style="list-style-type: none">• Stay home for a minimum of 5 days.• If symptomatic, Day 0 is the first day of symptoms. If asymptomatic, Day 0 is date of positive test.• Take a PCR test on Day 5. <p>Return to Work Criteria:</p> <ul style="list-style-type: none">• With a negative Day 5 test result:<ul style="list-style-type: none">○ If your symptoms are improving and you have been fever-free for 24-hours without the use of fever reducing medication, you may return to work on Day 6.○ Wear an upgraded mask (N95, KN95, KF94) at work until end of Day 10.○ Do not unmask around other employees to eat or drink until Day 11. Work with your supervisor to stagger your lunch shift or to identify an alternate private eating location.○ Resume normal masking protocols on Day 11.• With a positive Day 5 result or if you could not obtain a PCR test:<ul style="list-style-type: none">○ Continue to isolate at home through Day 10.○ If your symptoms have not resolved, contact your medical provider for guidance before returning to work.• A supervisor or the General Manager may at his/her discretion ask the employee to work remotely through Day 10.

3.5 Employees who Have Been Exposed to COVID-19 Positive Individuals

Employees who have been in close contact as defined in Section 2 with someone who tested positive for COVID-19 must notify their Supervisor or the Safety Coordinator immediately. Employees who have been in close contact with a COVID positive individual within the past 10 days may need to quarantine per the table below.

If You Were Exposed to COVID-19 (QUARANTINE)
<p>Employees who have tested positive for COVID-19 in the past 90 days, confirmed via a viral test:</p> <ul style="list-style-type: none">• No quarantine is required.• Day 0 is the most recent date of exposure.• Wear an upgraded mask (N95, KN95, KN94) at work until the end of Day 10.• If symptoms develop, follow procedures of Section 3.3. Day 0 would reset to the day symptoms appear.
<p>Employees who are Up to Date on COVID-19 vaccines as described in Section 2.3:</p> <ul style="list-style-type: none">• No quarantine is required.• Day 0 is the most recent date of exposure.• If symptoms develop, follow procedures of Section 3.3. Day 0 would reset to the day symptoms appear.• Take a PCR test on Day 5.• Wear an upgraded mask (N95, KN95, KN94) at work until the end of Day 10.• If PCR test is positive follow isolation procedures in Section 3.4. Day 0 would reset and would be the day of the positive test.
<p>Employees who are not Up to Date on COVID-19 vaccines as described in Section 2.3, or have not tested positive for COVID-19 in the past 90 days, or are unvaccinated:</p> <ul style="list-style-type: none">• Quarantine is required. Stay home for 5 days.• Day 0 is the most recent date of exposure.• If you develop symptoms, follow procedures of Section 3.3. Day 0 would reset to the day symptoms appear.• Take a PCR test on Day 5.<ul style="list-style-type: none">○ If negative, you may return to work on Day 6, and wear an upgraded mask (N95, KN95, KN94) at work until end of Day 10.○ If positive follow isolation procedures in Section 3.4. Day 0 is the day of the positive test.• A supervisor or the General Manager may at his/her discretion ask the employee to work remotely through Day 10.

3.6 Emergency COVID-19 Absence Policy

Employees should not allow fear of inadequate sick leave to prevent them from following these guidelines. In response to the COVID-19 pandemic, DGSD instituted the Emergency COVID-19 Absence Policy, which is provided as Attachment A.

3.7 Use of Vaccine Information

Employees are not required to disclose their vaccination status. Any employee who has chosen to provide the District with a copy of their COVID-19 vaccination card should be aware the District may use their vaccination status for the following purposes:

1. Contact tracing
2. Administration of relaxed mask use procedures
3. Administration of other procedures in the COVID-19 Preparedness Plan related to vaccination status, which includes booster status
4. Potential incentives offered to employees for receiving a primary series of the COVID vaccine
5. To approve use of COVID-19 Sick Leave when an employee gets the vaccine or a booster or misses work due to side effects.

To accomplish Items 2 and 3 above, supervisors will be provided the vaccination status of each of the employees in his/her department.

Additional District staff, such as the General Manager, Administrative Supervisor, Accounting Assistant (for payroll purposes) and Safety Coordinator may also be informed of an employee's vaccination status as needed to facilitate any of the above purposes.

4 WORK PROCEDURES WHEN COVID-19 COMMUNITY LEVEL IS HIGH

All information in this section applies when COVID-19 Community Level is High. These procedures may also temporarily be put in place at the General Manager's discretion, as appropriate.

4.1 Social Distancing

4.1.1 General Social Distancing Guidelines

Employees are expected to maintain 6-foot social distancing when possible and should not shake hands with each other or with visitors. Employees should always check wall-mounted and ceiling-mounted bubble mirrors (when available) to avoid collisions with another staff member.

4.1.2 Meetings

Employees should follow general social distancing guidelines for all in-person meetings. Employees and meeting guests must also follow all applicable mask restrictions.

Employees may attend professional meetings, seminars, or training events upon the approval of their Supervisor after confirming appropriate safety measures are being administered at the location of the meeting. The decision of whether to approve attendance at these will also take the number of local cases or transmission rate into consideration.

4.1.3 Locker Rooms & Restrooms

The men's locker room in the WWTC MSB will have doors marked as "in" and "out" to keep foot traffic moving in one direction. Employees should keep maximum occupancy of the men's locker room to four (4) people at a time, as long as the occupants can maintain a 6-foot distance from each other. This maximum occupancy includes people using the shower and toilet.

The ladies locker room in the MSB should keep capacity at one person at a time. Likewise, the ladies restroom in the Administration Center should be used by one person at a time. This can

be accomplished by treating these two rooms as single occupancy spaces and locking the door while inside.

4.1.4 Lunchrooms (as eating spaces)

Since mask must be removed to eat, lunchroom capacities will be enforced. Employees should separate at least 6 feet from each other to unmask and eat.

- MSB Lunchroom: 5 people; 4 people seated at the tables, and one person temporarily using the sink/microwave/coffee pot or getting supplies out of the back room. Designated locations will be marked at each table and all other chairs will be removed in order to provide social distancing while eating.
- Net-Zero Energy Building: 2 people; one person per table.
- System Garage: 2 people at the table, seated at opposite ends.
- Admin Board Room: 4 people
- Admin Basement Lunchroom: 3 people; 2 people seated at opposite ends of the table, and one person temporarily using the kitchen. The basement lunchroom table should only be used for eating at if the Board Room is full to allow the fridge and microwave to remain accessible to all employees.
- Ops Center Breakroom: 2 people

If an employee needs to isolate to meet the requirements of Section 3, Supervisors may designate one of the above lunchrooms temporarily for that purpose. Supervisors will be responsible for notifying employees if this is case.

The District has created outdoor covered eating areas to expand lunch time or meeting locations during nicer weather.

Employees using eating areas must make every reasonable effort to achieve 6-feet of physical distance between themselves and others. Lunch times should be staggered to allow proper distancing to occur.

4.2 District Vehicles

Whenever possible if sufficient vehicles are available, employees who use DGSD vehicles during the pandemic should use them alone, without a passenger. It will be the supervisor's discretion to allow two employees to ride in the same vehicle. If this were the case, both employees must wear an upgraded mask (N95, KN95, KN94).

Each DGSD vehicle has been supplied a bottle of alcohol-based hand sanitizer and a bottle of alcohol-based sanitizing spray, each labeled with vehicle number. These bottles should not be thrown away when empty but should instead be refilled from the larger containers of hand sanitizer and alcohol located in the MSB lunchroom and in the Administration Center board room.

Employees using a District vehicle that has been used by another employee need to use the alcohol spray to sanitize the vehicle before and after use. This cleaning may be focused on the area's which the employee will touch or breathe on, such as door handles, the steering wheel, driver's seat, and dashboard.

4.3 Inspections of Contractor Work and BSSRAP-OHSP Inspections

A questionnaire is included in the attachments for staff to use with each of these interactions ensuring that District staff can avoid having contact with anyone who has tested positive for COVID-19. These forms should be stored in a file in the Administration Center.

In interactions with contractors where at least 6 feet of distance cannot be maintained, District staff should request that a contractor's employees must wear a mask as well. Upon the actual site inspection visit, DGSD inspectors/Technicians should ask that the areas be cleared of non-essential contractor personnel or occupants (except for the necessary contact person) during the inspection.

Technicians/inspectors entering a resident's home to perform a BSSRAP/OHSP inspection must wear an N95 mask and the usual PPE required for this type of work. Before entering the home, technicians should: 1) Confirm that nobody inside the home has COVID-19 or is experiencing Covid-19 symptoms, and 2) Ask residents inside the home to wear a mask. At the inspector's/technician's discretion, the inspection will proceed only if the inspector/technician is comfortable in performing the inspection based upon site conditions and persons present.

For bid construction work requiring inspections of the Contractor's work, the Contract Documents will include the following or similar language:

"Contractor shall follow all state and local protocols for the prevention of the spread of COVID at the time the work is being performed. The Contractor shall take the measures provided herein to make a safe environment every time the Contractor or a Subcontractor needs to interact in-person with the Owner's Representative, any other Owner personnel or the Owner's engineering subconsultant throughout the course of the Construction work. The Contractor's designated safety officer or representative shall fill out the Owner's online visitor form weekly collectively representing all Contractor employees, Subcontractor employees or anyone else associated with the Contractor's work that will be on site that week. The form may be accessed through this link: <https://www.dgsd.org/visitor-safety-form/>. Should any question be answered in the affirmative, the Owner's Representative will follow up with the Contractor's safety officer to determine what, if any, measures are required to isolate that individual or individuals from the Owner's personnel/representatives. Prior to inspection of the work, Contractor shall clear the area to be inspected of all non-essential persons. Any Contractor employee or Subcontractor employee that is essential to the inspection shall wear a mask and maintain at least 6 feet between his/her person and the Owner's Representative. The inspection will only proceed if the Owner's Representative is comfortable in performing the inspection based upon site conditions and persons present."

Anyone attending the Pre-Construction or progress meetings, if held in-person, will be required to submit fill out the online visitor form referenced 12 – 24 hours prior to attending the meeting. The form may be accessed through this link: <https://www.dgsd.org/visitor-safety-form/>.

4.4 Customers at the Administration Center

Pandemic office hours will be communicated to employees by the General Manager and to the public via door signage and the District's website.

Only two customers will be allowed at the counter at a time. Other customers must wait in designated areas until it is their turn. The exception to this would be members of the same family (e.g., husband and wife coming in together to sign documents). All customers over the age of 2 entering the Administration Center will be required to wear a mask and to remain on the opposite side of the front counter's plexiglass partition from DGSD staff.

During the pandemic, customers will not be allowed to utilize the employee restrooms in the Administration Center.

4.5 Visitors/Contractors

Due to the nature of our business, it is possible that certain non-employees must still enter the DGSD Wastewater Treatment Center (WWTC), Administration Center, and Lift Stations during the pandemic. All vendors, contractors and visitors entering our facilities must fill out the DGSD online visitor form, which is located on the DGSD website ([click link here](#)), and their visit will be approved based on their responses. Submission of the form sends an automatic email notification to the DGSD host. If a non-hosting employee sees a visitor and is concerned, he/she may verify this form has been properly completed by a visitor by asking their supervisor.

Employees who are hosting a non-DGSD person at a DGSD facility need to forward the above link to the online visitor form to the party and ensure that the party has filled out the online form prior to allowing them to enter DGSD facilities. The online visitor form will reference the visitor memo which indicates guidelines visitors must follow when entering DGSD facilities. The visitor memo can be accessed via this link:

<https://www.dgsd.org/wp-content/uploads/COVIDVisitorMemo.pdf>

All visitors are required to follow the same facemask and social distancing guidelines as employees.

WWTC restrooms shall be closed to non-employees. Alternate restroom facilities (i.e., a port-a-potty) have been set up outside building K for non-employees.

Contractors or other non-employees will not be allowed to use the DGSD lunchrooms or other designated eating spaces for eating or drinking or while employees are present eating or drinking. The MSB lunchroom may be entered by contractors or other non-employees who are refilling supplies, who need access to complete contract work or who are invited to a meeting during non-lunch times.

Employees are authorized on behalf of the District to enforce these guidelines with our visitors. Employees that observe visitors not following these guidelines should ask them immediately to comply or leave.

4.6 Plant Tours

At the discretion of the General Manager, plant tours may occur under the following conditions:

- The DGSD tour guide must be up to date on COVID-19 vaccines and boosters.
- The DGSD tour guide must wear a mask.
- Maximum group size is 8 visitors plus one DGSD tour guide.
- All tour participants need to wear masks and practice social distancing throughout the tour.
- The tour will be outdoors only. No visitors will be permitted inside the buildings.
- Videos which are normally watched in the Net Zero Education Center can be provided to the group in advance.
- Tour participants may not use the District restrooms or sinks. The District will provide hand sanitizer at the end of the tour for school age tours.

- The online visitor form will need to be completed by each participant 12 – 24 hours prior to attending. If a tour participant is a minor, the form will need to be completed by a parent/guardian.

4.7 Alternate Work Procedures

The District will continuously monitor case rates and recommendations from public health authorities to make decisions about alternate work procedures in addition to those identified above which may become necessary. Alternate work plans may include measures such as the following:

- Working from home,
- Being on standby,
- Working reduced hours,
- Reducing the hours that the Administration Center is open to the public,
- Reducing interactions with the public during inspections,
- Reducing capacity in lunchrooms and locker rooms,
- Limiting capacity in District meetings
- Holding meetings virtually instead of in-person,
- Reducing foot traffic between the WWTC and Admin Center,
- Staggering shifts
- Contactless paperwork dispersal between the office and WWTC/Sewer System employees
- Postponing/cancelling tours of the WWTC.

These measures will be communicated to employees in the GM report, via email, or directly from their supervisor.

4.8 Isolation Protocol

Effects of the COVID-19 pandemic may result in District staffing levels being too low to maintain normal operations and render us unable to provide our essential service to the community. In this case, employees who are quarantining may be asked to continue working under an isolation protocol. This protocol will allow an employee to perform essential job duties while isolated from other employees. Details of the isolation protocol will be communicated by the management team if such an emergency arises but may include workday modifications such as:

- Reduced on-site hours (i.e., do what is needed on site, then work remotely or be on standby at home for the rest of the day);
- Clearly communicated instructions for the isolated employee to avoid physical interaction with other employees;
- Clearly communicated instructions for other employees to avoid physical interaction with the isolated employee;
- An alternate method for the employee to record their working hours so that they don't need to access the shared timeclock;
- An alternate area for the employee to store their belongings and change clothes so that they don't enter the shared locker room. This area will be marked such that other employees know not to enter the space;

- The isolated employee may be required to wear personal protective equipment, including but not limited to, face masks, face shields, gloves, etc. while performing work in isolation;
- The isolated employee may be directed to clean and disinfect workspaces and equipment that were used in the course of performing work in isolation;
- Minimize their use of District vehicles and equipment (includes golf carts, tricycles, forklift, etc.). In the event a vehicle or piece of equipment is deemed essential, a dedicated vehicle or piece of equipment will be assigned for use only by that specific employee. This vehicle or piece of equipment will be marked from the outside such that other employees know not to use it;
- An independent restroom area that is not part of any common areas where multiple employees would enter the restroom. This restroom will be marked such that other employees know not to enter the space;
- An alternate space for the employee to take a lunch break, separated from other employees; and
- Contactless interaction when working with vendors, members of the public or other District staff.

5 HAND WASHING & HYGEINE

In areas where clean running water is not available, such as in DGSD vehicles, hand sanitizer containing at least 60% alcohol has been provided. Employees should refill vehicle hand sanitizer bottles from the large containers in the MSB lunchroom or in the Admin Center board room.

Employees and visitors should not refill water bottles, mugs, glasses, etc. when getting water from the water coolers unless they have been cleaned first. Disposable cups are provided at the water coolers which may be used for either hot or cold drinks.

6 PPE (PERSONAL PROTECTIVE EQUIPMENT)

DGSD employees should continue to use the PPE that is normally required for their job due to potential exposure to wastewater and associated hazards. Additional PPE has been provided for the duration of the pandemic.

6.1 Face Masks

6.1.1 Types of Face Masks

Employees may wear washable fabric masks, disposable masks, or upgraded masks such as N95, KN95, or KF 94. Fabric masks and disposable masks must have at least two layers. This includes gaiters. Masks with exhalation (one-way) valves are not allowed.

6.1.2 Face Mask Care & Replacement

- Washable masks should not be worn more than a day before being laundered.
- Disposable masks should be thrown away after being worn for an eight-hour workday or sooner if they become dirty or saturated.

6.1.3 When to Wear Face Masks

When the COVID-19 Community Level is High or when local mandates specify, all DGSD staff, regardless of vaccination status, must wear a mask any time they are inside of a DGSD building and any time they are outside and cannot maintain a 6-foot social distance from other people. District Administration will keep staff informed of the local COVID-19 Community Level. As the CDC is updating this daily, staff should always be prepared to wear a mask. When determining the local level, the District will consider not only DuPage County but any surrounding county in which employees reside. The current COVID-19 Community Level is found at this link:

<https://www.cdc.gov/coronavirus/2019-ncov/your-health/covid-by-county.html>

When COVID-19 Community Level is High or when local mandates specify, masks may be removed in the following situations:

- When in virtual meetings, masks may be removed if an employee is in an office or room with that has an air purifier, the doors are closed, and no other persons are present.
- Masks may be removed in the showers, to eat in the lunchrooms, and momentarily while alone and separated from others in order to take a drink.
- Masks may be removed while welding and wearing a welding helmet.

An employee can choose to wear a mask if they wish during low or medium Community Levels.

When entering a resident's home, inspectors and systems staff must wear a mask if a resident requests it.

6.1.4 When Upgraded Face Masks are required (N95, KN95, KF94)

- Inspectors and systems staff should wear upgraded masks if they must enter a resident's home when COVID-19 Community Level is High.
- Employees returning from isolation or quarantine must wear an upgraded mask as detailed in Section 3.
- When COVID-19 Community Level is High, employees who must work closely (less than 6 feet apart for more than 15 minutes) together on a task should wear an upgraded mask for the duration of that task.
- When COVID-19 Community Level is High, employees must wear an upgraded mask when in a vehicle with another person regardless of their vaccination status.

6.2 Other PPE

Employees entering residents' homes may wear Tyvek coveralls (or similar), gloves or protective eyewear, if it makes them more comfortable.

7 CLEANING & DISINFECTING

7.1 Routine Cleaning and Disinfection

Cleaning with products containing soap or detergent reduces germs on surfaces by removing contaminants and decreases risk of infection from surfaces. Disinfecting using [U.S. Environmental Protection Agency \(EPA\)'s List N disinfectants](#) kills any remaining germs on

surfaces, which further reduces any risk of spreading infection. Per the CDC, if no one with confirmed or suspected COVID-19 has been in a space, cleaning high-touch surfaces once a day is enough to remove virus that may be on surfaces.

DGSD's contracted cleaning crew will be cleaning the Administration Center three (3) times a week; MSB lunchroom, restrooms, offices, and hallways two (2) times a week; and Laboratory floors and restrooms two (2) times a week. DGSD Building and Grounds crew will be providing additional disinfection of counters, doorknobs, handles, and faucets each morning before the first shift begins. Building & Grounds will also disinfect the drop box at the Administration Center.

DGSD employees utilizing designated eating spaces (lunchrooms, board room, Net Zero education center, Systems Garage, Ops Break Room) should clean and disinfect their eating area before and after eating. Sanitizing wipes or sanitizing spray with paper towels will be provided in eating areas for this purpose.

The front counter and front door handles/knobs at the Administration Center will be cleaned by a staff member of Building and Grounds prior to 10am opening (as part of early morning routine disinfection). Administration Center staff shall disinfect the front counter between customers, when practical.

In addition to these cleaning and disinfection protocols, employees are expected to follow other sections of this document that relate to cleaning and disinfection of District facilities and vehicles.

7.2 Cleaning and Disinfecting When Someone has COVID-19

If a person who tested positive for COVID-19 has been in a District building or vehicle within the past 24 hours, the affected workspace will be cleaned and disinfected.

Before cleaning and disinfecting:

- Close off that area as soon as possible to keep other employees away.
- Wait as long as possible, at least several hours, before cleaning and disinfecting.

While cleaning and disinfecting:

- Open doors and windows and use fans or HVAC (heating, ventilation, and air conditioning) settings to increase air circulation in the area.
- Use products from EPA List N according to the instructions on the product label.
- Wear a mask and gloves while cleaning and disinfecting.
- Focus on the immediate areas occupied by the person who is sick or diagnosed with COVID-19 unless they have already been cleaned and disinfected.
- Vacuum the space if needed. Use a vacuum equipped with high-efficiency particulate air (HEPA) filter and bags, if available.
- While vacuuming, temporarily turn off in-room, window-mounted, or on-wall recirculation HVAC systems to avoid contamination of HVAC units.
- Do NOT deactivate central HVAC systems. These systems provide better filtration capabilities and introduce outdoor air into the areas they serve.
- It is safe to wash dirty laundry from a person who is sick with COVID-19 with other people's items.

Timeframe Considerations, per the CDC:

- If less than 24 hours have passed since the person who is sick or diagnosed with COVID-19 has been in the space, clean and disinfect the space.
- If more than 24 hours have passed since the person who is sick or diagnosed with COVID-19 has been in the space, cleaning is enough.
- If more than 3 days have passed since the person who is sick or diagnosed with COVID-19 has been in the space, no additional cleaning (beyond regular cleaning practices) is needed.

8 TRAVEL, EVENTS, AND GATHERINGS

8.1 Travel

The CDC recommend that individuals delay travel until they are up to date with their COVID-19 vaccines. Unvaccinated employees and employees who are not up to date with COVID-19 vaccines/booster will complete a pre-travel checklist with their Supervisor or the Safety Coordinator and may be asked to quarantine after travel.

Employees are encouraged to check the [CDC's travel advisory page](#), the [US Department of State travel advisory page](#), and the [CDC's "Covid by County" page](#) for recommendations and potential bans related to travel during the COVID-19 pandemic. Travel advisories can change frequently. The District will attempt to provide periodic updates to employees with timely information, but ultimately it is the employee's responsibility to remain apprised of any changes.

8.2 High-Risk Events & Gatherings

A "gathering" refers to a planned or spontaneous event, indoors or outdoors, with a small number of people participating or a large number of people in attendance such as a community event or gathering, concert, festival, conference, parade, wedding, or sporting event. The following factors should be considered prior to attending a gathering to determine if the transmission risk for COVID-19 is high:

- The more people an individual interacts with at a gathering and the longer that interaction lasts, the higher the potential risk of becoming infected with COVID-19 and COVID-19 spreading.
- The local COVID-19 Community Level during a gathering; and
- The size of an event or gathering should be determined based on state, local, territorial, or tribal safety laws and regulations.

If an unvaccinated employee or an employee who is not up to date with COVID-19 vaccines/booster attends a gathering where it is difficult for individuals to remain spaced at least 6 feet apart during the gathering or attendees travel from outside the local area, the employee must notify their supervisor prior to reporting for duty in-person in order for the District to determine whether a quarantine is appropriate after attending the gathering. The employee's supervisor shall work with the District's Safety Coordinator to determine the appropriate quarantine measures that need to be taken in order to protect other employees, vendors, and the public.

8.3 Quarantine After Travel or Attendance at a High-Risk Gathering

In the event an employee who is unvaccinated or is not up to date on COVID-19 vaccines wishes to pursue out-of-state travel or attend a high-risk gathering, they must follow the following process:

Quarantine Determination Steps:

- (1) Is the employee up to date on COVID-19 vaccines or have they been diagnosed with COVID-19 within 90 days of their intended travel return date?
 - a. If Yes, the employee does not need to quarantine upon returning from travel so long as they are not exhibiting COVID-19 symptoms.
 - b. If No, proceed to Step 2.
- (2) Will the employee be using public transportation at any point during the travel (including, but not limited to, buses, trains, commercial airlines, boats, etc.)?
 - a. If Yes, the employee will complete the quarantine period and follow other related procedures as defined below before returning to work.
 - b. If No, proceed to Step 3.
- (3) Has the employee already determined they will be quarantining after returning from travel?
 - a. If Yes, the employee will complete the quarantine period and follow other related procedures as defined at the end of this Section before returning to work.
 - b. If No, proceed to Step 4.
- (4) The employee should consult their supervisor or the Safety Coordinator to complete the District's Pre-Travel & Pre-Gathering Checklist prior to travelling in order to determine whether a quarantine is appropriate.

This Pre-Travel & Pre-Gathering Checklist may contain, but is not limited to, the following:

- For travel:
 - Intended destination(s);
 - If the employee's traveling companions live in the same household as the employee;
 - COVID-19 Community Level in the destination at the intended time of travel; and
 - Whether the employee is planning to attend any events or gatherings throughout the travel period.
- For Gatherings:
 - The size of gathering;
 - COVID-19 Community Level in the area

As part of this determination, their supervisor shall work with the District's Safety Coordinator to determine the appropriate quarantine measures that need to be taken as specified below in order to protect other employees, vendors, and the public.

If during the employee's travel, any of the items covered by the Pre-Travel Checklist changes (e.g., the employee decides to take a tour using public transportation at their destination), upon the employee's return from travel and prior to reporting for duty in-person, the employee must notify their supervisor of the change and assess if there should be a change to the pre-travel quarantine determination.

If quarantine is required after travel or attending a high-risk gathering, the CDC recommends the following:

- Stay home and self-quarantine for a full 5 days. For travel, the day the employee returns home from travel is Day 0. For gatherings, Day 0 is the day of the gathering.
- Take a PCR test 3-5 days after returning from travel.
 - If negative, you may return to work on Day 6, and wear an upgraded mask (N95, KN95, KN94) at work until end of Day 10.
 - If positive follow isolation procedures in Section 3.4. Day 0 resets to the day of the positive test.

In the event the employee cannot work remotely during the quarantine period, the employee may utilize vacation leave, personal leave, or take unpaid leave during normally scheduled workdays. Employees should contact their supervisors to explore whether remote work is available.

9 REVISIONS TO THE PLAN

The COVID-19 situation is one that is fluid and constantly evolving. The District will continue to evaluate the effectiveness of its efforts to minimize the spread of COVID-19 amongst its employees, visitors to our facilities, and the public we serve. From time to time, the District will revise this Plan as needed in order to continue to best protect our organization and continue to provide essential public service. At any time, the General Manager may at her discretion issue an amendment to this plan as necessary.

ATTACHMENT A – EMERGENCY COVID-19 ABSENCE POLICY
(3-page PDF follows)

**DOWNERS GROVE SANITARY DISTRICT
TEMPORARY EMPLOYEE POLICY
EMERGENCY COVID-19 ABSENCE POLICY
2022**

Effective Dates: January 1, 2022 – December 31, 2022

Latest Revision Date: January 13, 2022

Emergency Paid Sick Leave

All full-time employees are entitled to eighty (80) hours of emergency paid sick leave (referred to as “emergency paid sick leave”) between the effective dates identified herein. Said emergency paid sick leave may only be used for the following reasons:

1. The employee has been advised by a health care provider to isolate or self-quarantine because of COVID-19.
2. The employee needs to isolate or self-quarantine per the procedures in Section 3 of the District’s COVID Preparedness Plan.
3. The employee is caring for a family member who has been advised by a health care provider to isolate or quarantine because of COVID-19. For the purposes of this temporary policy, a family member is defined as any of the following: child, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent or stepparent (collectively defined as “eligible family member”).
4. For the employee to have a COVID-19 vaccine or booster shot administered.
5. The employee’s ability to perform his/her regular work duties is affected by side effects of the COVID-19 vaccine or booster shot.

Any emergency paid sick leave that has not been used by the end of the effective dates identified herein will be forfeited. If an employee runs out of emergency paid sick leave and needs additional time off due to a COVID-19 absence, the employee may use regular accrued sick leave, vacation time or personal leave as allowed by the District’s Employee Policy Manual.

In order to receive emergency paid sick leave, the following notification procedure must be followed:

1. For employees who have been advised to isolate or quarantine, the employee must call on the first day of isolation or quarantine in accordance with the rules outlined below. For employees who are experiencing side effects from being vaccinated, the

employee must call on every day in accordance with the rules outlined below and proof of vaccination should be provided.

2. The employee must call his/her immediate supervisor and notify him/her that the employee will not be reporting to work. The employee must specify whether the absence is due to their own personal illness/quarantine or if it is due to the illness/quarantine of an eligible family member. Employees unable to reach their supervisor must notify any other supervisor. If none of these individuals are available, the employee must notify the General Manager. If the General Manager is not available, the employee must leave a message with the District office personnel (not with the answering service or in voicemail) and the employee will receive a call back from the appropriate individual. When under a government issued Stay at Home Order, the District office will be open to calls Monday through Friday between 8:00 a.m. and 2:00 p.m.
3. The employee must call in within one (1) hour after the employee's scheduled starting time.
4. If an employee calls in and leaves a message with a fellow employee or with the answering service and does not follow the call-in procedure outlined above, the employee will not receive emergency paid sick leave for the absence.
5. When an employee who has been instructed to isolate or quarantine calls to provide notification of his/her absence, the employee must indicate the expected duration of the leave as determined by the health care provider. If the expected duration of the leave changes during the course of the leave, the employee needs to notify his/her supervisor immediately. The employee will not be held to the expected return date. This is solely to assist the employee's supervisor with scheduling staffing for the expected duration of the employee's leave. The employee may only return to work once the Back to Work Clearance provisions provided herein are met.
6. When the employee calls to provide notification of his/her absence, the employee's supervisor may ask questions as needed to ascertain whether other District employees were potentially exposed to COVID-19 thereby requiring the District to take additional measures to prevent the spread to other employees. The District's Safety Coordinator will conduct a phone interview to determine potential exposures. Please note that COVID-19 related absences are still covered by HIPAA.

Back to Work Clearance

Any employee returning to work after isolation/quarantine due to COVID-19 must follow the procedures detailed in the District's COVID-19 Preparedness Plan that apply to their reason for isolation/quarantine:

Section 3.3 – Employees Who Have Symptoms

Section 3.4 – Employees Who Have Tested Positive for COVID-19

Section 3.5 – Employees Who Have Been Exposed to COVID-19 Positive Individuals

Any employee returning to work after more than three (3) consecutive days of utilizing emergency paid sick leave to recover from side effects of the COVID-19 vaccine must furnish to his/her supervisor a back to work release from a duly licensed physician.

If for any case above a back to work release is provided, it may be from a tele-health provider.

Return to Work Practices

Any employee returning to work after a COVID-19 related absence shall:

1. Adhere to all the procedures provided in the District's COVID-19 Preparedness Plan.
2. Self-monitor for symptoms and seek evaluation from a health care provider if symptoms occur or recur.

ATTACHMENT B – QUESTIONS TO ASK RESIDENTS NEEDING INSPECTION

Initial Call Taken By:	Date:			
Resident Name:				
Property Address:				
Best Contact Phone Number:				
REQUIRED QUESTIONS	Upon Scheduling		Day of Inspection	
Date Questions Asked				
Questions asked by <i>(DGSD employee initials)</i> :				
	YES	NO	YES	NO
Have you or anyone in your household been diagnosed with COVID-19 in the past 10 days?				
Have you or anyone in your household experienced any of the following symptoms today or in the last 10 days? <i>(read each symptom and check appropriate response)</i>				
Fever or Chills				
Cough				
Shortness of breath or difficulty breathing				
Fatigue				
Muscle or body aches				
Headache				
New loss of taste or smell				
Sore throat				
Congestion or runny nose				
Nausea or Vomiting				
Diarrhea				
Have you been exposed to anyone who has tested positive for COVID-19 in the past 10 days?				

DOWNERS GROVE SANITARY DISTRICT
2021 LIFT STATION PERFORMANCE REPORT

**DOWNERS GROVE SANITARY DISTRICT
2021 LIFT STATION PERFORMANCE REPORT**

TO: Board of Trustees

FROM: Amy R. Underwood
General Manager

DATE: March 8, 2022

2021 KEY OPERATIONAL NUMBERS

Total Flow to WWTC: 3,553,503,700 gallons
Average Daily Flow: 9.74 MGD

Precipitation Total for 2021: 29.66”

DISTRICT LIFT STATION FLOWS (TABLE 1)

The total flow through all nine lift stations throughout the District was 1,763,050,000 gallons, which equates to 49.6% of the total flow that came to the WWTC. Table 1 provides the monthly flow totals in MG (million gallons) for each Lift Station for 2021.

ENERGY PRICES (TABLES 2 & 3)

All of the Lift Stations get two energy bills a month, one from ComEd for distribution services and the other from the contracted energy supplier. For most of 2021, the supply contractor was Mid-American Energy. Table 2 breaks down the monthly ComEd cost, which is based largely on peak use for the month. Table 3 breaks down the monthly supply cost, which is a product of the contracted supply price and the total electric use for the month.

LIFT STATION kWh TOTALS (TABLE 4)

The total amount of energy each Lift Station uses is taken from the electric bills. That value is expressed in kWh (kilowatt hour), which is broken down monthly for each Lift Station in Table 4.

LIFT STATION WORK ORDER EXPENSES (TABLE 5)

Table 5 provides a breakdown of the MP2 maintenance, repair and upgrade expenses for each Lift Station for 2021. MP2 is our Asset Management software we use to track equipment and work orders. The Lift Station General category is designated for repairs and preventative maintenance for the portable emergency generators as well as portable pumping equipment.

SUMMARY

Notable maintenance and repair projects are described below.

Earlston Pump No.2 was overhauled in January. Work on the pump included new bearings, grease seals, shaft sleeve, mechanical seal and impeller.

The check valves on all three pumps at the College Lift Station were worn out. All three check valves were replaced in June.

Also in June, the motor on Northwest Pump No.2 failed. This pump had a US Motor, which had previously failed. A new Baldor motor was purchased and installed on the pump and is running as expected.

The Venard Lift Station had one Force Main break in 2021. The break occurred in December. Uno Construction completed the repair. A budgetary quote was included in the Five-Year Fiscal Plan for the replacement of both force mains.

Venard also had several interior and exterior equipment items painted through our annual painting contract.

Each Lift Station with an underground metal structure has a Cathodic Protection System. In December of 2020, the system at Hobson failed. The protection system was repaired in July.

TABLE 1
LIFT STATION FLOWS (MILLION GALLONS)
2021

<u>MONTH</u>	<u>BUTTERFIELD</u>	<u>CENTEX</u>	<u>COLLEGE</u>	<u>EARLSTON</u>	<u>HOBSON</u>	<u>LIBERTY PARK</u>	<u>NORTHWEST</u>	<u>VENARD</u>	<u>WROBLE</u>
JANUARY	3.80	3.11	6.82	8.15	73.62	5.51	31.11	9.24	14.49
FEBRUARY	3.85	3.18	7.63	8.79	71.72	5.44	31.36	9.44	14.06
MARCH	4.35	4.66	10.66	13.91	97.88	8.75	43.39	12.73	17.60
APRIL	3.64	2.28	6.26	6.54	59.04	4.58	28.92	8.26	12.07
MAY	3.98	2.51	7.79	7.12	68.33	5.05	31.67	9.16	13.86
JUNE	4.01	2.67	9.47	8.54	70.97	5.61	36.08	10.44	14.17
JULY	3.94	2.13	7.94	7.11	59.75	5.30	33.43	10.30	11.23
AUGUST	4.21	1.69	6.47	4.92	51.43	3.62	29.95	8.25	10.13
SEPTEMBER	3.60	1.49	5.64	4.23	45.16	3.10	23.82	6.76	6.50
OCTOBER	4.54	2.60	9.93	8.76	70.98	6.07	37.10	9.71	11.87
NOVEMBER	3.64	2.07	5.84	5.70	56.36	4.20	28.12	7.86	10.44
DECEMBER	3.76	2.71	7.23	8.17	66.66	5.43	30.37	8.73	13.81
TOTAL	47.33	31.10	91.67	91.95	791.91	62.65	385.33	110.88	150.23

TABLE 2
COMED ENERGY DISTRIBUTION SERVICES COSTS
2021

<u>MONTH</u>	<u>BUTTERFIELD</u>	<u>CENTEX</u>	<u>COLLEGE</u>	<u>EARLSTON</u>	<u>HOBSON</u>	<u>LIBERTY PARK</u>	<u>NORTHWEST</u>	<u>VENARD</u>	<u>WROBLE</u>
JANUARY	\$120.42	\$76.42	\$172.63	\$174.96	\$1,136.46	\$159.15	\$650.17	\$293.40	\$440.08
FEBRUARY	\$120.61	\$73.41	\$174.05	\$164.02	\$981.57	\$207.72	\$684.26	\$266.18	\$466.90
MARCH	\$146.94	\$98.27	\$281.07	\$238.03	\$1,495.41	\$315.66	\$852.45	\$367.73	\$477.33
APRIL	\$123.95	\$86.88	\$233.42	\$204.67	\$1,243.18	\$271.95	\$743.95	\$263.05	\$434.56
MAY	\$128.40	\$70.97	\$154.26	\$140.36	\$1,023.58	\$200.84	\$545.48	\$229.89	\$406.32
JUNE	\$123.90	\$64.37	\$175.17	\$131.64	\$1,031.22	\$202.66	\$542.13	\$0.00	\$450.79
JULY	\$149.34	\$94.23	\$418.77	\$310.32	\$2,165.01	\$389.19	\$1,035.42	\$493.17	\$563.30
AUGUST	\$119.03	\$56.30	\$180.35	\$115.49	\$1,206.42	\$178.64	\$528.97	\$227.52	\$384.87
SEPTEMBER	\$104.87	\$49.41	\$139.09	\$86.18	\$990.67	\$141.28	\$686.19	\$199.64	\$354.37
OCTOBER	\$140.37	\$84.07	\$301.62	\$198.55	\$993.89	\$286.04	\$664.35	\$282.96	\$509.94
NOVEMBER	\$182.22	\$123.93	\$617.08	\$213.62	\$2,673.42	\$504.01	\$1,447.62	\$510.09	\$659.24
DECEMBER	\$134.27	\$64.67	\$206.67	\$160.44	\$936.94	\$242.66	\$638.12	\$339.98	\$407.17
TOTAL	\$1,594.32	\$942.93	\$3,054.18	\$2,138.28	\$15,877.77	\$3,099.80	\$9,019.11	\$3,473.61	\$5,554.87

TABLE 3
CONTRACTED ENERGY SUPPLY COSTS
2021

<u>MONTH</u>	<u>BUTTERFIELD</u>	<u>CENTEX</u>	<u>COLLEGE</u>	<u>EARLSTON</u>	<u>HOBSON</u>	<u>LIBERTYPARK</u>	<u>NORTHWEST</u>	<u>VENARD</u>	<u>WROBLE</u>
JANUARY	\$155.38	\$72.21	\$254.25	\$211.81	\$1,725.89	\$233.13	\$1,093.63	\$359.56	\$701.44
FEBRUARY	\$166.69	\$72.71	\$257.39	\$217.41	\$1,735.40	\$236.03	\$1,157.18	\$479.42	\$737.36
MARCH	\$211.20	\$119.78	\$400.11	\$323.84	\$2,259.93	\$390.49	\$1,413.51	\$397.43	\$871.03
APRIL	\$132.87	\$62.09	\$234.24	\$166.03	\$1,515.97	\$198.64	\$944.82	\$312.23	\$595.48
MAY	\$149.02	\$62.39	\$230.02	\$168.58	\$1,633.93	\$197.18	\$963.53	\$310.20	\$675.19
JUNE	\$161.98	\$61.46	\$257.23	\$158.19	\$1,787.91	\$207.33	\$1,033.97	\$363.58	\$763.07
JULY	\$180.17	\$74.71	\$332.12	\$210.86	\$2,355.93	\$287.61	\$1,350.93	\$474.21	\$874.46
AUGUST	\$181.28	\$68.08	\$272.92	\$157.49	\$1,886.90	\$195.32	\$1,035.28	\$369.06	\$862.89
SEPTEMBER	\$210.38	\$53.32	\$291.15	\$166.91	\$2,174.54	\$221.84	\$1,248.46	\$429.73	\$994.54
OCTOBER	\$219.90	\$70.63	\$307.93	\$184.54	\$2,258.11	\$239.00	\$1,264.19	\$425.79	\$1,045.45
NOVEMBER	\$259.76	\$133.97	\$452.74	\$304.64	\$2,939.80	\$397.05	\$1,724.60	\$519.57	\$1,221.95
DECEMBER	\$224.99	\$102.19	\$326.82	\$295.80	\$2,333.56	\$353.73	\$1,391.39	\$486.93	\$1,040.83
TOTAL	\$2,253.62	\$953.54	\$3,616.92	\$2,566.10	\$24,607.87	\$3,157.35	\$14,621.49	\$4,927.71	\$10,383.69

TABLE 4
LIFT STATION TOTAL ELECTRICITY USAGE kWh
2021

<u>MONTH</u>	<u>BUTTERFIELD</u>	<u>CENTEX</u>	<u>COLLEGE</u>	<u>EARLSTON</u>	<u>HOBSON</u>	<u>LIBERTY PARK</u>	<u>NORTHWEST</u>	<u>VENARD</u>	<u>WROBLE</u>
JANUARY	3,521	1,974	5,160	5,729	38,090	5,760	24,315	8,400	17,338
FEBRUARY	3,501	1,776	4,920	5,286	35,016	5,280	24,114	7,440	16,527
MARCH	3,641	2,383	6,960	6,334	45,906	7,440	27,059	10,380	16,696
APRIL	3,180	1,835	5,460	4,706	36,850	5,280	22,754	7,020	15,680
MAY	3,054	1,485	4,260	3,862	33,613	4,200	18,876	6,180	15,254
JUNE	3,123	1,346	4,860	3,326	35,822	4,200	20,010	6,720	16,540
JULY	3,209	1,514	6,540	4,346	44,844	5,760	25,171	8,700	16,749
AUGUST	2,849	1,133	4,440	2,637	30,714	3,120	16,315	5,580	14,535
SEPTEMBER	3,196	822	4,440	2,618	33,772	3,360	18,806	5,880	16,175
OCTOBER	2,852	955	4,020	2,493	29,964	3,120	15,971	5,400	14,374
NOVEMBER	3,436	1,990	6,300	4,405	40,307	5,640	23,391	7,020	16,735
DECEMBER	3,511	1,542	5,100	4,616	35,268	5,520	21,013	7,620	15,719
TOTAL	39,073	18,755	62,460	50,358	440,166	58,680	257,795	86,340	192,322

TABLE 5
LIFT STATION WORK ORDER EXPENSES FROM MP2
2021

<u>MONTH</u>	<u>BUTTERFIELD</u>	<u>CENTEX</u>	<u>COLLEGE</u>	<u>EARLSTON</u>	<u>HOBSON</u>	<u>LIBERTY PARK</u>	<u>NORTHWEST</u>	<u>VENARD</u>	<u>WROBLE</u>	<u>LIFT STATION GENERAL</u>
JANUARY	\$0.00	\$0.00	\$0.00	\$12,354.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
FEBRUARY	\$346.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$47.73
MARCH	\$0.00	\$81.33	\$270.99	\$71.79	\$965.37	\$212.29	\$635.44	\$399.34	\$208.42	\$0.00
APRIL	\$0.00	\$283.98	\$0.00	\$0.00	\$4,605.24	\$283.98	\$425.97	\$283.98	\$283.98	\$19.89
MAY	\$315.21	\$74.55	\$0.00	\$74.55	\$132.15	\$0.00	\$0.00	\$397.52	\$115.21	\$385.91
JUNE	\$0.00	\$0.00	\$10,719.16	\$698.82	\$940.60	\$0.00	\$7,946.62	\$0.00	\$0.00	\$0.00
JULY	\$0.00	\$0.00	\$0.00	\$0.00	\$18,237.25	\$0.00	\$0.00	\$0.00	\$0.00	\$37.19
AUGUST	\$0.00	\$0.00	\$791.95	\$169.54	\$482.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SEPTEMBER	\$0.00	\$247.48	\$0.00	\$0.00	\$283.98	\$1,930.30	\$369.52	\$7,484.70	\$1,439.08	\$0.00
OCTOBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,283.47	\$0.00	\$545.03	\$8,479.72
NOVEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$193.50	\$391.86	\$0.00	\$0.00	\$0.00
DECEMBER	\$62.70	\$1,098.25	\$0.00	\$62.70	\$125.40	\$0.00	\$0.00	\$15,922.04	\$62.72	\$81.60
TOTAL	\$724.39	\$1,785.59	\$11,782.10	\$13,431.82	\$25,772.95	\$2,620.07	\$19,052.88	\$24,487.58	\$2,654.44	\$9,052.04

Amy Underwood

From: Lee, John <John.Lee3@mail.house.gov>
Sent: Wednesday, March 9, 2022 1:49 PM
To: Amy Underwood
Cc: Schock, Laura; Barrett, Will; Hunt, Chloe; Groce, Aaron; Rowland, Emilia
Subject: Community Project Funding - Update

Good afternoon Amy,

I wanted to share the great news that Congressman Casten was successful in securing \$1,080,000 for the Downers Grove Sanitary District Sewer Rehabilitation! The House will vote to pass the full Fiscal Year 2023 Appropriations package today, and the Senate will send this to the President's desk early next week.

Here's a brief quote from Rep. Casten that will be included in a press release later today celebrating the inclusion of our Community Requests:

"I am incredibly pleased to vote for **\$7,926,644** in Community Project Funding in this bill that I know will have a profound impact on the Illinois 6th", Rep. Casten said. "These investments support underserved areas and foster economic development, making a real difference in the lives of so many in our community. I am proud to have fought for funding that will make our community healthier, safer, stronger, and even more resilient."

If you're interested, we would love to set up a **30 minute meeting with the Congressman** which, if you're comfortable, could be followed by filming a short direct to camera video where the Congressman could "Interview" someone from your organization about the important work you do and the impact you expect the new community project funding to make. If this is something you're interested in, let us know and our outreach and communications team can coordinate a time with you. Copying Laura Schock, the Congressman's District Director, and Will Barrett, our District Outreach Coordinator, who will be your point of contact on this!

We are really appreciative of your patience and are overjoyed that we were able to get this across the finish line. It was a pleasure working with you and look forward to continuing our relationship in the future.

Best,
John

John D. Lee
Senior Policy Advisor
Office of Congressman Sean Casten (IL-06)
e. john.lee3@mail.house.gov