

**WHEATON SANITARY DISTRICT
REGULAR SESSION
February 14, 2024
M I N U T E S**

1. CALL TO ORDER AND ROLL CALL

The Regular Meeting of the Board of Trustees of Wheaton Sanitary District convened on Wednesday, February 14, 2024, 9:04 am in the Administration Building Conference Room of Wheaton Sanitary District located at 1S649 Shaffner Road, Wheaton, Illinois 60189.

Upon roll call, the following were present:

DISTRICT TRUSTEES:

Sarah L. Czaplicki
Henry S. Stillwell
Jeffrey R. Walker

QUORUM PRESENT

DISTRICT STAFF:

Executive Director, Matthew Larson
Billing and Collections Supervisor, Michele Salemi (item #6B)
Utility Billing Specialist, Matt Burmeister (item #6B)
IT Manager, Dan Rogers (item #7)

OTHERS:

District Attorney, Roger Ritzman – Peregrine Stime Newman
Ritzman & Bruckner, Ltd.

2. AMENDMENTS TO THE AGENDA

None

3. PUBLIC COMMENTS

None

4. REVIEW CUSTOMER COMMENTS

Janet and Brian Nalley who live in Muirfield just south of the WSD site by the bike path called on Friday February 9, 2024, around noon to issue a noise complaint. Wheaton Sanitary is currently installing some underground pipe that requires an excavator and a semi-truck to haul material. All the work is being performed within the 7am-7pm timeframe

5. CONSENT AGENDA - Items on the Consent Agenda are considered to be routine in

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nature and will be enacted in one motion. There will be no discussion on these items unless a Board Member so requests, in which event, the item will be removed from the Consent Agenda and considered as the first item after approval of the Consent Agenda.

- a. Approve Minutes of the Regular Session Meeting Held on January 10, 2024
- b. Approve Payment of Bills

The following bills were paid as summarized below:

Old Second National Bank			
	User Charge Fund		\$236,596.08
	Capital Improvement Fund		\$1,877,501.66
	Debt Services Fund		\$495,858.00
		Total:	\$2,609,955.74

Trustee Stillwell moved and Trustee Walker seconded the motion to approve the Consent Agenda as presented.

ROLL CALL VOTE:

- Sarah L. Czaplicki
- Henry S. Stillwell
- Jeffrey R. Walker

MOTION CARRIED

6. STAFF REPORTS

- a. Executive Director Larson’s Report
 - 1. A written report was provided prior to the meeting.
 - 2. Director Larson reported he has been in touch with US Representatives about future Community Project Funding grants and as of now there is no program in place for this year.
 - 3. Director Larson reported there is proposed legislation in Illinois to ban land application of biosolids.
 - 4. Director Larson reported he will be using short term US treasuries to maintain liquidity rather than a US Treasury money market fund to reduce investment fees.
 - 5. Director Larson reported the NSI project is complete and final payment will be made to the contractor. The NSI bid amount was \$33,548,00 and the final payment is \$29,419,753.16. This is \$4,128,246,90 under the bid or 12.3

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- percent. The project has received the APWA Suburban Branch and Chicago Metro Chapter Project of the Year Award – Environment \$25-\$75 Million.
6. Director Larson reported the secondary clarifier project is expected to start bidding around March 1 with a bid opening of April 2. The \$2.66M grant for the project has been formally approved by EPA.
 7. Director Larson reported a treatment process has been selected for phosphorus removal and final design will commence soon.
 8. Director Larson provided a detailed summary of different solar panel installation location options that focused on return on investment. Director Larson also reported on discussions with ComEd and DuPage County Stormwater related to the solar panel project.
 9. Director Larson provided an update on the Climate Pollution Reduction Grant (CPRG) and that he has assembled a coalition of wastewater treatment facilities in the Chicagoland area and the Forest Preserve District of DuPage County Mallard Lake landfill to submit a grant for Renewable Natural Gas (RNG).
- b. Plant Staff
1. A written report was provided prior to the Board Meeting.
 2. The group discussed how Wheaton Sanitary District currently handles leak credits and concepts for revising how leak credits are handled moving forward.
- c. Review Financial Report
1. The January 2024 Financial Statements were distributed prior to the meeting.

BUSINESS

7. DISCUSS CHANGING NAME OF WHEATON SANITARY DISTRICT

The group discussed changing the name of Wheaton Sanitary District and there was consensus to move forward, and staff was tasked with developing a list of possible new names.

8. DISCUSS FISCAL POLICY ON FUND RESERVES

The group discussed the current policy and asked Director Larson to revise the Fund Reserve policy to maintain one year of operating expenses for review and possible approval at a future Board Meeting.

9. DISCUSS ANNUAL STAFF SALARY ADJUSTMENTS

The group discussed annual staff salary adjustments.

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ADJOURNMENT

There being no further business to come before the Board, Trustee Stillwell moved and Trustee Walker seconded that the Board Meeting be adjourned at 11:55 am.

ROLL CALL VOTE:

Sarah L. Czaplicki
Henry Stillwell
Jeffrey R. Walker

MOTION CARRIED

CLERK