

**WHEATON SANITARY DISTRICT  
REGULAR SESSION  
September 13, 2023  
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, September 13, 2023, 9:01 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  
Jeffrey R. Walker

QUORUM PRESENT

DISTRICT STAFF:  
Executive Director, Matthew Larson  
Billing and Collections Supervisor, Michele Salemi (item 7)

OTHERS:  
Alternate District Attorney, Mark Ritzman – Peregrine Stime Newman  
Ritzman & Bruckner, Ltd.  
External Auditor, Ann Scales – Lauterbach and Aman (item 7)  
Internal Auditor, Terri Carby (item 7)

2. AMENDMENTS TO THE AGENDA

None

3. PUBLIC COMMENTS

None

4. REVIEW CUSTOMER COMMENTS

A. CUSTOMER COMMENTS:

1. On August 26, 2023 at 12:50PM WSD received an odor complaint. The caller did not want to provide their name or address.

5. CONSENT AGENDA - Items on the Consent Agenda are considered to be routine in 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. Discussion and Approval of Items Moved from Consent Agenda

**WHEATON SANITARY DISTRICT  
REGULAR SESSION  
September 13, 2023  
MINUTES**

- b. Approve Minutes of the Regular Session Meeting Held on August 9, 2023
- c. Approve Payment of Bills

The following bills were paid and vouchers drawn as summarized below:

Old Second National Bank			
	User Charge Fund		\$212,969.44
	Capital Improvement Fund		\$458,959.82
	Debt Services Fund		\$188,255.41
		Total:	\$860,184.67

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

**ROLL CALL VOTE:**

Sarah L. Czaplicki  
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 provided an update on the NSI Project.
  - 3. Director Larson said he met with Streams III to discuss transferring a small portion of land to them. Streams III is currently reviewing the survey to determine what land they would like to receive.
  - 4. Director Larson said he met with the Muirfield HOA President to discuss transferring maintenance responsibilities of a fence by the Atten Park bike path.
  - 5. Director Larson said WSD has received the ARPA grant funds of \$493,697 and \$200,000 of the State of Illinois funds. WSD is still waiting on the remaining State of Illinois funds in the amounts of \$50,000, \$20,000, and \$250,000
  - 6. Director Larson said he received a quote to repair the Center Bridge and is moving forward with that work.

**WHEATON SANITARY DISTRICT  
REGULAR SESSION  
September 13, 2023  
M I N U T E S**

7. Director Larson said he is working on preparing a contract for a consultant to provide Treatment Process support services and plans to have a contract ready for the Board to review and possibly approve at the October Board meeting.
- b. Plant Staff
  1. A written report was provided prior to the Board Meeting.
- c. Review Financial Report
  1. The August 2023 Financial Statements were distributed prior to the meeting.

**BUSINESS**

7. REVIEW, DISCUSS, AND POTENTIALLY ACCEPT FY 2023 AUDIT

Ann Scales, External Auditor, gave a presentation on the FY 2023 Audit. Following the presentation Ann answered a few questions from the group. Trustee Walker moved and Trustee Czaplicki seconded the motion to Accept FY 2023 Audit

ROLL CALL VOTE:  
Sarah L. Czaplicki  
Jeffrey R. Walker

MOTION CARRIED

**ADJOURNMENT**

There being no further business to come before the Board, Trustee Walker moved and Trustee Czaplicki seconded that the Board Meeting be adjourned at 10:20 am.

ROLL CALL VOTE:  
Sarah L. Czaplicki  
Jeffrey R. Walker

MOTION CARRIED

---

CLERK