

**WHEATON SANITARY DISTRICT  
REGULAR SESSION  
December 15, 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 Friday, December 15, 2023, 9:00 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

IT Manager, Dan Rogers (item #8)

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

None

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. Approve Minutes of the Regular Session Meeting Held on November 8, 2023
- b. Approve Payment of Bills

The following bills were paid as summarized below:

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MINUTES**

Old Second National Bank			
	User Charge Fund		\$288,365.72
	Capital Improvement Fund		\$29,351.90
	Debt Services Fund		\$0
		Total:	\$317,717.62

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 met with US Representatives Sean Casten and Delia Ramirez’s staff to discuss their upcoming legislative initiatives, priority items for WSD and the wastewater treatment facilities, and grant funding opportunities.
  - 3. Director Larson provided an update on debt collections. WSD will work with a collections attorney to recover past due balances.
  - 4. Director Larson provided an update on the NSI project stating the project is in close-out status, received the American Council of Engineering Companies (ACEC) Merit Award, will come in around \$4.5M under budget, and he is working with the Forest Preserve District of DuPage County and Wheaton Park District to obtain a credit for easement and license agreements that were unused in Lincoln Marsh and obtain the restoration deposit.
  - 5. Director Larson reported he is exploring the Climate Pollution Reduction Grant (CPRG) program as a possible funding source for a renewable natural gas (RNG) project.
  - 6. Director Larson discussed on-going efforts to obtain easements related to the current and former NSI projects.
- b. Plant Staff
  - 1. A written report was provided prior to the Board Meeting.
- c. Review Financial Report

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1. The November 2023 Financial Statements were distributed prior to the meeting. Director Larson noted the Dashboard Page was modified to show revenue by source.

**BUSINESS**

7. APPROVE PURCHASE OF GRIT SCREW CONVEYORS

Following a brief discussion, Trustee Stillwell moved and Trustee Walker seconded the motion to Approve Purchase of Grit Screw Conveyors for \$71,571.00 contingent on Director Larson speaking with the manufacturer to confirm the price is fair and competitive.

ROLL CALL VOTE:

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

**MOTION CARRIED**

8. DISCUSS CHANGING NAME OF WHEATON SANITARY DISTRICT

The group discussed the drivers and process for a potential name change. Several new name suggestions were discussed along with there should be a forward-thinking mindset when picking a new name. Staff will meet with another sanitary district that recently changed their name to solicit feedback on their drivers and the process and report back at a future Board Meeting.

**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 10:24 am.

ROLL CALL VOTE:

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

**MOTION CARRIED**

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CLERK