

**WHEATON SANITARY DISTRICT
REGULAR SESSION
April 10, 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, April 10, 2024, 9:12 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

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 March 13, 2024
- 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		\$152,479.92
	Capital Improvement Fund		\$394,773.87
	Debt Services Fund		\$0
		Total:	\$547,253.79

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 the DuPage County Stormwater permit application for the Solar Panel project is being prepared.
 - 3. Director Larson reported he is planning to have Design Camp in mid-July for the Aeration Project.
 - 4. Director Larson reported the Chicagoland Renewable Gas Coalition he assembled submitted a \$196M Climate Pollution Reduction Grant application.
 - 5. Director Larson reported he met with City of Wheaton staff concerning a sewer project Wheaton is planning by Main St. and Roosevelt Road. Director Larson is planning to follow-up with City of Wheaton staff about incorporating wastewater storage as part of the project.
- b. Plant Staff
 - 1. A written report was provided prior to the Board Meeting.
 - 2. Director Larson highlighted several items in the report such as plant tours conducted by the Operations Group, the pending installation of the new Lakeside scum unit by the Maintenance Group, website improvements, and a new employee in the Administrative Group.
- c. Review Financial Report
 - 1. The March 2024 Financial Statements were distributed prior to the meeting.

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BUSINESS

7. DISCUSS ANNUAL STAFF SALARY ADJUSTMENTS

The group discussed annual staff salary adjustments.

8. ELECT OFFICERS

Trustee Stillwell moved and Trustee Walker seconded to approve the following slate of officers for FY 2025:

President - Trustee Walker
Vice President - Trustee Stillwell
Clerk – Trustee Czaplicki

ROLL CALL VOTE:

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

MOTION CARRIED

9. APPROVE ORDINANCE NO. 700 – FY 2025 BUDGET AND APPROPRIATIONS

Trustee Stillwell moved and Trustee Walker seconded the motion to Approve Ordinance No. 700 – FY 2025 Budget and Appropriations

ROLL CALL VOTE:

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

MOTION CARRIED

10. DISCUSS AND POTENTIALLY APPROVE FY 2025 PREMIUMS FOR VARIOUS INSURANCE OPTIONS

After a brief discussion Trustee Stillwell moved and Trustee Walker seconded the motion to Approve FY 2025 Premiums for Various Insurance Options including the three year rate lock.

ROLL CALL VOTE:

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

MOTION CARRIED

11. APPROVE ORDINANCE NO. 703 – USER RATES

Trustee Stillwell moved and Trustee Walker seconded the motion to Approve Ordinance No. 703 – User Rates

ROLL CALL VOTE:

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

MOTION CARRIED

12. APPROVE CONSTRUCTION CONTRACT FOR SECONDARY CLARIFIER IMPROVEMENTS PROJECT

Trustee Stillwell moved and Trustee Walker seconded the motion to Approve Construction Contract for Secondary Clarifier Improvements Project to JJ Henderson for \$3,400,650.

ROLL CALL VOTE:

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

MOTION CARRIED

13. APPROVE CONSTRUCTION MANAGER CONTRACT FOR SECONDARY CLARIFIER IMPROVEMENTS PROJECT

Trustee Stillwell moved and Trustee Walker seconded the motion to Approve Construction Manager Contract for Secondary Clarifier Improvements Project to Donahue for \$67,400.

ROLL CALL VOTE:

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

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MOTION CARRIED

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 11:58 am.

ROLL CALL VOTE:

Sarah L. Czaplicki
Henry Stillwell
Jeffrey R. Walker

MOTION CARRIED

CLERK