

**WEST BRANCH WATER RECLAMATION DISTRICT
REGULAR SESSION
April 8, 2026
M I N U T E S**

1. CALL TO ORDER AND ROLL CALL

The Regular Meeting of the Board of Trustees of West Branch Water Reclamation District convened on Wednesday, April 8, 2026, 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
Michael J. Gresk
Barbara Intihar

QUORUM PRESENT

DISTRICT STAFF:
Executive Director & District Engineer, 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

a. 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.

b. Approve Minutes of the Regular Session Meeting Held on March 11th, 2026.

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c. Approve Payment of Bills

The following bills were paid as summarized below:

Old Second National Bank			
	User Charge		\$140,439.71
	Capital Improvements		\$50,617.37
	Debt Services		\$0
		Total:	\$191,057.08

Trustee Intihar moved and Trustee Gresk seconded the motion to approve the Consent Agenda as presented.

ROLL CALL VOTE:

Sarah L. Czaplicki
Michael J. Gresk
Barbara Intihar

MOTION CARRIED

6. STAFF REPORTS

d. Executive Director Larson's Report

1. A written report was provided prior to the meeting.
2. Director Larson reported he is continuing to work with City of Wheaton on their Basin 3 and 4 replacement pipe sizing.
3. Director Larson reported Representative Ramirez's office selected West Branch for a Community Project Funding grant.
4. Director Larson reported the warranty inspection for the NSI is complete and currently assembling a list of repair items.
5. Director Larson reported beavers are chopping down trees along Springbrook Creek in the plant.
6. Director Larson reported the electrical equipment for the clarifier project has arrived and the contractor is working on an installation schedule.
7. Director Larson reported the solar contractor is running behind schedule and Director Larson put the contractor on notice about the substantial completion date.

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8. Director Larson stated he was going to sign an MOU with Rise Reforming concerning revenue sharing for biogas use.
9. Director Larson stated he was working with Winfield Township Road District on an IGA for equipment sharing.
10. Director Larson said he is working with DuPage County and Forest Preserve of DuPage County concerning leachate treatment.
11. Director Larson stated facility bridge inspections were just completed.
- e. Plant Staff
 1. A written report was provided prior to the Board Meeting.
 2. Director Larson reported plant staff are working on the BioRem odor control unit.
 3. Director Larson reported plant staff are repairing the drain valve on the 003 tank.
- f. Review Financial Report
 1. The March 2026 Financial Statements were distributed prior to the meeting.

BUSINESS

7. APPROVE CONTRACT FOR PURCHASE OF ELECTRICAL EQUIPMENT

After a brief discussion led by Director Larson, Trustee Gresk moved and Trustee Intihar seconded the motion to approve purchase of electrical equipment for up to \$132,490.

ROLL CALL VOTE:

Sarah L. Czaplicki
Michael J. Gresk
Barbara Intihar

MOTION CARRIED

8. ELECT OFFICERS

Trustee Intihar moved and Trustee Gresk seconded the motion to approve the FY 2027 officers as President - Sarah L. Czaplicki, Vice President - Michael J. Gresk, and Clerk - Barbara Intihar.

ROLL CALL VOTE:

Sarah L. Czaplicki
Michael J. Gresk

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Barbara Intihar

MOTION CARRIED

9. APPROVE ORDINANCE NO. 712 – FY 2027 BUDGET AND APPROPRIATIONS

Trustee Gresk moved and Trustee Intihar seconded the motion to approve Ordinance No. 712 – FY 2027 Budget and Appropriations.

ROLL CALL VOTE:

Sarah L. Czaplicki
Michael J. Gresk
Barbara Intihar

MOTION CARRIED

ADJOURNMENT

There being no further business to come before the Board, Trustee Gresk moved and Trustee Intihar seconded that the Board Meeting be adjourned at 10:21 AM.

ROLL CALL VOTE:

Sarah L. Czaplicki
Michael J. Gresk
Barbara Intihar

MOTION CARRIED

Minutes approved at May 13, 2026, West Branch Water Reclamation Board of Trustees Meeting