WEST BRANCH WATER RECLAMATION DISTRICT
REGULAR SESSION
September 9, 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, September 9, 2026, 9:03 am in the Administration Building Conference Room of West Branch Water Reclamation 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.
External Auditor, Brad Porter – Lauderbach & Amen (item 7 only)
Internal Auditor, Terri Carby (item 7 only)

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

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Consent Agenda and considered as the first item after approval of the Consent Agenda.

a. Approve Minutes of the Regular Session Meeting Held on August 12th, 2026.
b. Approve Payment of Bills

The following bills were paid as summarized below:

Old Second National Bank			
	User Charge		$189,559.73
	Capital Improvements		$261,944.76
	Debt Services		$1,155,098.56
		Total:	$1,606,603.05

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
   a. Executive Director Larson's Report
      1. A written report was provided prior to the meeting.
      2. Director Larson discussed a mobile device reimbursement policy.
      3. Director Larson reported West Branch was awarded the National Association of Clean Water Agencies (NACWA) Peak Performance award in recognition of complete and consistent National Pollutant Discharge Elimination System permit compliance.
      4. Director Larson led a discussion about remote work.
   b. Plant Staff
      1. A written report was provided prior to the Board Meeting.
   c. Review Financial Report
      1. The August 2026 Financial Statements were distributed prior to the meeting.

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BUSINESS

7. REVIEW, DISCUSS, AND ACCEPT FY2026 AUDIT

Brad Porter provided a brief overview of the audit.

Trustee Intihar moved and Trustee Gresk seconded the motion to accept the FY2026 audit.

ROLL CALL VOTE:
Sarah L. Czaplicki
Michael J. Gresk
Barbara Intihar

MOTION CARRIED

8. APPROVE SOLAR PROJECT CONSTRUCTION RELATED SERVICES

Trustee Intihar moved and Trustee Gresk seconded the motion to approve Solar Project Construction Related Services to Strand for $50,000

ROLL CALL VOTE:
Sarah L. Czaplicki
Michael J. Gresk
Barbara Intihar

MOTION CARRIED

9. APPROVE BLOWER CORE REPLACEMENT PURCHASE

Trustee Gresk moved and Trustee Intihar seconded the motion to approve Blower Core Replacement Purchase to Neuros for $162,995.

ROLL CALL VOTE:
Sarah L. Czaplicki
Michael J. Gresk
Barbara Intihar

MOTION CARRIED

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There being no further business to come before the Board, Trustee Gresk moved and Trustee Intihar seconded that the Board Meeting be adjourned at 10:04 AM.

ROLL CALL VOTE:
Sarah L. Czaplicki
Michael J. Gresk
Barbara Intihar

MOTION CARRIED

Minutes approved at October 14, 2026, West Branch Water Reclamation Board of Trustees Meeting