

Minutes of the Board of Trustees of the Fox River Water Reclamation District held on Monday, June 12, 2017 at the Administration Building at 1957 North LaFox, South Elgin, Illinois. Present were President Bruce Corn, Vice President Benjamin Bernal, Clerk-Treasurer Gary Hyman, Trustee Arthur Malm, and Trustee Steve Rauschenberger.

Staff present included Executive Director Bob Trueblood, Technical Services Director Beth Vogt, Finance Manager Nazer Uddin, Assistant Clerk Kim Narvaiz and Attorney Doug Schefflow.

President Corn called the meeting to order at 9:20 A.M.

**APPROVAL OF MAY 15, 2017 MINUTES**

Trustee Hyman made a motion, seconded by Trustee Bernal, to approve the May 15, 2017 minutes as written. Ayes, Trustees Corn, Bernal, Rauschenberger, Hyman, Malm. Nays, none.

**APPROVAL OF MAY 22, 2017 SPECIAL MEETING MINUTES**

Trustee Bernal made a motion, seconded by Trustee Hyman, to approve the May 22, 2017 Special Meeting minutes as written. Ayes, Trustees Corn, Bernal, Rauschenberger, Hyman, Malm. Nays, none.

**APPROVAL OF APRIL 10, 2017 EXECUTIVE SESSION MINUTES**

Trustee Malm made a motion, seconded by Trustee Bernal, to approve the April 10, 2017 Executive Session minutes as written. Ayes, Trustees Corn, Bernal, Rauschenberger, Hyman, Malm. Nays, none.

**APPROVAL OF MAY 15, 2017 EXECUTIVE SESSION MINUTES**

Trustee Hyman made a motion, seconded by Trustee Bernal, to approve the May 15, 2017 Executive Session minutes as written. Ayes, Trustees Corn, Bernal, Rauschenberger, Hyman, Malm. Nays, none.

**PUBLIC COMMENT**

None

**APPROVAL OF CASH DISBURSEMENTS**

Disbursements for the Sewer Revenue Fund \$676,634.50, Capital Improvement \$300,627.26, Depreciation & Replacement \$162,440.08, Skyline \$1,248.96.

Trustee Bernal made a motion, seconded by Trustee Rauschenberger, to approve the Cash Disbursements as presented. Ayes, Trustees Corn, Rauschenberger, Bernal, Malm, Hyman. Nays, none.

**TRAVEL REIMBURSEMENT**

None

**REVIEW OF CONNECTION PERMITS**

TSD Vogt reported that staff issued three commercial, one industrial, one public building, one institutional, and twelve single-family home permits between meetings. As there were no irregularities, staff recommended approval.

Trustee Bernal made a motion, seconded by Trustee Hyman, to approve the Connection Permits as issued. Ayes, Trustees Corn, Rauschenberger, Bernal, Malm, Hyman. Nays, none.

**REVIEW OF CONTRACTS AND PURCHASE ORDERS**

Executive Director Trueblood informed the Board that there were two purchase orders. The first one was made out to Enhanced Networks for a 1-year agreement for IT Support Services , which was previously approved by the board. Trustee Malm asked if our new Accounting System will be able to track the Agreement. Finance Manager Uddin responded yes. Executive Director Trueblood reported the second purchase order was issued to Von Ruden Manufacturing, Inc. for a made to order Gearbox.

**FOIA REQUESTS**

Executive Director Trueblood advised one FOIA requests was received since the previous Board meeting.

- Indiana-Illinois-Iowa Foundation for Fair Contracting

**OLD BUSINESS**

None

**NEW BUSINESS**

**MOTION TO APPROVE – TALY PARK PUMP STATION REHABILITATION  
PROJECT TO MARC KRESMERY CONSTRUCTION LLC**

The Taly Park Pump Station Rehabilitation Project bids were opened at 2:00 pm on May 10, 2017. Three bids were received, ranging from \$205,871 to \$275,000. The apparent low bidder, Independent Mechanical Industries Inc., determined they had an error in calculating their bid that meant they could not perform the work for the bid price. The low bidder then withdrew their bid within 24 hours of the bid time, as allowed by the bidding documents. Staff and the consultant recommends that the project be awarded to Marc Kresmery Construction LLC., the second low bidder, with a bid of \$274,200.

Trustee Bernal asked what type of errors Independent Mechanical had. TSD Vogt responded that their multiplication was incorrect for the additional contract items and then you did not include these items in their lump sum total. Trustee Rauschenberger asked if Kresmery has worked for the District before. TSD Vogt indicated that Kresmery has been the low bidder on several other projects and therefore is familiar with the District. Trustee Malm asked what all is being replaced at Taly Park. TSD Vogt responded that it will be recoating piping in the valve vault, replacement of the pump discharge piping in the wet well, and some HVAC repairs will be done. TSD Vogt also indicated that minimal concrete work will take place.

Trustee Rauschenberger made the motion, seconded by Trustee Bernal, to award the Taly Park Pump Station Rehabilitation to Marc Kresmery Construction LLC. for \$274,200 and authorize the Executive Director to execute the associated agreement with Marc Kresmery Construction LLC. Ayes, Trustees Corn, Rauschenberger, Bernal, Malm, Hyman. Nays, none.

**MOTION TO APPROVE – ORDINANCE 888- PREVAILING WAGE RATES**

As required by the State of Illinois Prevailing Wage Act, Ordinance 888 sets forth the prevailing wage reports for the District projects based on the State of Illinois Department of Labor rates for Kane County as of June 2017.

Trustee Rauschenberger made the motion, seconded by Trustee Bernal, to pass Ordinance 888 Prevailing Wage Rates. Ayes, Trustees Corn, Rauschenberger, Bernal, Malm, Hyman. Nays, none.

**FINANCE MANAGER'S REPORT**

Staff is currently working with ST Tech on the development of the financial reports and the implementation of planning and budgeting module. Staff has planned to demo the new system to the Board once the planning and budgeting module has been implemented.

**TECHNICAL SERVICES REPORT**

Formal Report discussed in Executive Session.

**STAFF REPORT OF ONGOING STUDY, DESIGN AND CONSTRUCTION PROJECTS**

TSD Vogt informed the Board that Pump Station 32 Bar Screen Project is almost complete. Also demo at the old Elgin Corrugated Box site is wrapping up. ED Trueblood added that the local sewer construction project, that was utilizing our parking lot across the street as a staging area, will be wrapping up and will soon be cleared up. Trustee Malm asked how long the City of Elgin will let us keep the property in this condition. TSD Vogt responded that the site could be used for back up biosolids storage in the future if needed which would mean having the existing slabs would be useful. The City has not provided a specific timeframe.

Trustee Corn asked how the construction at the ADP garage was going and if staff feels a larger garage/shelter space was needed. ED Trueblood responded that the design for the concrete repairs is done. The new lift has been installed in a new bay.

TSD Vogt reported that progress is being made on the ADP WRF Digester Improvement Project. Some repairs, which were identified in the Walker Process inspection, will utilize approximately \$16,000 out of the \$600,000 structure repair allowance item for the project. Additionally TSD Vogt reported that design plans are moving along for the Pump Station 31 and Force main Replacement Project. TSD Vogt commented that she has approached the City of Elgin to inform them of the District's intended improvements on the force main and suggest it would be a good time for the city to consider some making improvements at the same time. Staff has been working with Strand to identify cost saving areas as the project costs have increased.

Staff has uploaded the latest drawings for multiple projects to the Board Access Portal. Other projects are moving along as planned.

**EXECUTIVE DIRECTOR'S REPORT**

Executive Director Trueblood informed the Board of IMRF Special Memorandum and that they need to reaffirm their participation in IMRF by September 1, 2017. ED Trueblood is also looking for a final count from Board members on who plans to attend the NACWA 2017 Utility Leadership Conference July 23-26 in St Louis, Missouri.

**ATTORNEY'S REPORT**

Trustee Malm asked Attorney Scheflow about the Easement at Pump Station 40 that is listed on Page 2 of his written report. Attorney Scheflow indicated that it is a temporary easement and is currently pending determination of the construction schedule. The landowner may build a house on the property in a year or two.

**RECESS**

Trustee Rauschenberger made a motion, seconded by Trustee Malm, to recess the meeting and enter into Executive Session at 10:15 A.M. Ayes, Trustees Corn, Rauschenberger, Bernal, Malm, Hyman. Nays, none.

**RECONVENE**

Trustee \_\_\_\_\_ made a motion, seconded by Trustee \_\_\_\_\_, to reconvene the Board of Trustees meeting at \_\_\_\_\_ A.M. Ayes, Trustees Corn, Rauschenberger, Bernal, Malm, Hyman. Nays, none

**ADJOURN**

Trustee \_\_\_\_\_ made a motion, seconded by Trustee \_\_\_\_\_, to adjourn the June 12, 2017 Board of Trustees meeting at \_\_\_\_\_ A.M. Next meeting is scheduled for 9:00 A.M. June 26, 2017. Ayes, Trustees Corn, Rauschenberger, Bernal, Malm, Hyman. Nays, none.

Respectfully Submitted

Kim Narvaiz, Assistant Clerk

APPROVED:

Bruce R. Corn, President

Gary Hyman, Clerk-Treasurer