

Minutes of the Board of Trustees of the Fox River Water Reclamation District held on Monday, August 28, 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 9:11 A.M.

APPROVAL OF AUGUST 14, 2017 MINUTES

Trustee Hyman made a motion, seconded by Trustee Bernal, to approve the August 14, 2017 minutes as written. Ayes, Trustees Corn, Bernal, Hyman, Rauschenberger, Malm. Nays, none.

PUBLIC COMMENT

None

APPROVAL OF CASH DISBURSEMENTS

Disbursements for the Sewer Revenue Fund \$333,788.26, Capital Improvement \$56,956.19, Depreciation & Replacement \$44,219.39, Skyline 143.94.

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

TRAVEL REIMBURSEMENT

None

REVIEW OF CONNECTION PERMITS

TSD Vogt reported that staff issued 5 commercial, 1 industrial, and 62 single-family permits between meetings. TSD Vogt mentioned that all the Single Family Permits issued were part of the Trails of Silver Glen Phase 1 Project and have prepaid all necessary fees to the District. Trustee Bernal asked if permitting is back to where it was before the market crash in 2008. Executive Director Trueblood responded that there has been a noticeable increase in permits being issued, but we are not yet at the level we were in 2006. As there were no irregularities, staff recommended approval.

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

REVIEW OF CONTRACTS AND PURCHASE ORDERS

There were two purchase orders provided for Board review. The first one is made out to Atlas Bobcat in the amount of \$15,219.50 for the purchase of a Brush Bandit. The second purchase order in the amount of \$10,261.96 made out to Quincy Compressor for a Rotary Air Compressor and necessary components.

FOIA REQUESTS

None

OLD BUSINESS

MOTION TO APPROVE – OASIS ON 20, INC. SHARED GREASE SEPARATOR AGREEMENT FOR MULTI-TENANT GAS STATION AND RETAIL UNITS, 3191 WEST ROUTE 20, ELGIN

Oasis on 20, Inc. is seeking a shared grease separator agreement with FRWRD for the new Oasis on 20 retail center. Attorney Scheflow reported that he has made the changes to the Shared Grease Separator Agreement that were discussed at the last Board Meeting. He indicated that he revised paragraph 4.9 to remove tenants from being liable for a lien against the property. Attorney Scheflow also noted that in section 2.3 he included the requirement of internal grease traps to be no less than 100% of connected sink volume. TSD Vogt pointed out that the District has been requiring that volume for many years and this document just puts it in writing. There was discussion about whether a buyer could buy the property with an existing lien in place and how that would be handled. Attorney Scheflow mentioned the unlikely hood of a buyer being willing to assume the responsibility of a lien.

As there was no other comments, Trustee Malm made the motion, seconded by Trustee Rauschenberger, to authorize Executive Director Trueblood to sign the multi-tenant outside grease trap agreement with Oasis on 20, Inc. after Attorney Scheflow includes a sentence in paragraph 4.7 that indicates all leins must be satisfied before the sale of property. Ayes, Trustees Corn, Bernal, Hyman, Rauschenberger, Malm. Nays, none.

NEW BUSINESS

MOTION TO AWARD – PUMP STATION 40 REPLACEMENT AND FORCEMAIN REPAIR PROJECT TO H. LINDEN AND SONS SEWER AND WATER INC.

TSD Vogt has presented the Board with the bid tabulation for the Pump Station 40 Replacement and Forcemain repair Project. The tabulation included five bids ranging from \$512,870 to \$988,800. Staff and the Consultant have reviewed the bids and finds H. Linden and Sons Sewer and Water Inc. is the responsible, responsive low bidder with a bid of \$512,870. The project includes a portable generator connection and a portable pump connection. Trustee Rauschenberger asked if we have worked with H. Linden and Sons before. TSD Vogt responded no, but they have done a lot of work for the City of Elgin and we have called their references and have found no reason not to award the contract to them. Attorney Scheflow mentioned that the Temporary Construction Easement agreement needs to be finalized with the land owner next to Pump Station 40 still and it may be better to hold off awarding the contract till this can be done. There was lengthy discussion on how to handle the Easement Agreement and why it had not been finalized prior to the project being bid out.

Trustee Malm asked why Staff has chosen not to accept Alternative 3, which uses Flygt NP 3102 pumps, for a cost reduction of \$18,000. TSD Vogt responded that District staff is familiar and already trained on maintenance for the WEMCO Torque-Flow Model impeller and this pump is consistent with other District pump stations. Since typically staff performs all maintenance and repair work on our pumps, instead of sending them out for repair, having to do additional training on another type of pump was not desired for the cost savings.

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, for the Board to award the Pump Station 40 Replacement and Forcemain Repair Project to H. Linden and Sons Sewer and Water Inc., for \$512,870 and authorize the Executive Director to execute the associated agreement with H. Linden and Sons Sewer and Water Inc. However, after discussion Trustee Malm proposed an amendment to include “subject to the Temporary Construction Easement being executed.” Trustee Rauschenberger seconded the amendment. Vote on the amendment occurred. Ayes, Trustees Corn, Bernal, Hyman, Rauschenberger, Malm. Nays, none. Then the vote of the original motion was called. Ayes, Trustees Corn, Bernal, Hyman, Rauschenberger, Malm. Nays, none.

MOTION TO APPROVE – REAL ESTATE SALE CONTRACT FOR 1493 WING STREET, ELGIN.

Executive Director Trueblood is requesting approval of sale of 1493 Wing Street in Elgin. The property was purchased by the District in 1937 for a lift station. In 1973, the lift station was eliminated. The property does require lawn maintenance and is currently carried on our property insurance. Attorney Scheflow commented that he wants to ensure in the sale of property that easements for Sewer and Water lines are maintained. There was some discussion on whether or not the buyer would be able to build a house on the property and where the house would have to sit to not interfere with sewer access.

Trustee Malm made the motion, seconded by Trustee Rauschenberger, to authorize Executive Director Trueblood and/or Attorney Schefflow to execute any and all documents necessary to complete the sale of the property at 1493 Wing Street in Elgin after Attorney Schefflow edits documents under “Attorney Review Clause” to include easements. Ayes, Trustees Corn, Bernal, Hyman, Rauschenberger, Malm. Nays, none.

**MOTION TO APPROVE – RESOLUTION NUMBER 484 TRUSTEE PARTICIPATION
IN IMRF**

IMRF is requiring appointed Governing Bodies to pass a Resolution stating that the members of governing body work the minimum hours annually to participate in IMRF retirement program. The Board of Trustees for the Fox River Water Reclamation District has participated in the IMRF retirement program since May 31, 1972 (Retroactive to January, 1951) with Resolution 55 and the Board reaffirmed eligibility to participate in IMRF with Resolution 414 on April 25, 2011. Trustee Malm expressed concern with this Resolution asking about the retribution if found to not be true. Attorney Schefflow responded that he would have to look up the specific language, but that the board has been participating members of IMRF for over 40 years and nothing about their duties or responsibilities have changed since the last reaffirmation in 2011. Trustee Malm stated that he has not worked 600 hours a year over the past 5 years.

Trustee Bernal made the motion, seconded by Trustee Hyman, to approve Resolution 484 as presented. Ayes, Trustees Corn, Bernal, Hyman, Rauschenberger. Nays, Malm.

FINANCE MANAGER’S REPORT

Due to a time restraint of a Board Member, the Presentation on Oracle ERP Accounting System was postponed until the next Board Meeting on September 18, 2017.

TECHNICAL SERVICES REPORT

TSD Vogt reported that Staff has completed the revisions based on the modifications requested by USEPA to our draft Ordinance of Sewer Use and Pretreatment Ordinance. Attorney Schefflow had discussed the language on fines with the Attorney for USEPA and the appropriate language has been incorporated. The revised draft ordinance has been resubmitted to USEPA for review. Once approved by USEPA, the Board will need to enact the ordinance. TSD Vogt is hoping to have this document finalized in the next few months.

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

TSD Vogt provided Staff’s report of on-going projects. There were not significant changes to report on other than there is a possibility of some upcoming amendments to a few projects. All other projects are moving along and staff will continue to update the board as needed.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Trueblood reminded Board members to talk to Administrative Assistant Kathy Kovach if they plan on attending IAWA Conference September 19-22 in Champaign. Additionally, ED Trueblood reported that the District has been approached by two construction companies bidding on the Metra bridge replacement project about leasing the open space at 824 Raymond Street for construction staging. Trueblood will keep the board informed of any proposed agreements.

ATTORNEY'S REPORT

None

EXECUTIVE SESSION

No Executive Session took place.

ADJOURN

Trustee Bernal made a motion, seconded by Trustee Hyman, to adjourn the August 28, 2017 Board of Trustees meeting at 10:25 A.M. Next meeting is scheduled for 9:00 A.M. September 18, 2017. Ayes, Trustees Corn, Bernal, Hyman, Rauschenberger, Malm. Nays, none.

Respectfully Submitted

Kim Narvaiz, Assistant Clerk

APPROVED:

Bruce R. Corn, President

Gary Hyman, Clerk-Treasurer