

Minutes of the Board of Trustees of the Fox River Water Reclamation District held on Monday, October 30, 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 Scheflow.

President Corn called the meeting to order at 9:15 A.M.

APPROVAL OF OCTOBER 16, 2017 MINUTES

Trustee Hyman made a motion, seconded by Trustee Rauschenberger, to approve the October 16, 2017 minutes as written. Trustee Malm requested it be noted that under the agenda item 'To Hire An Attorney To Review IMRF Issues' it was in fact ED Trueblood that estimated the cost of an attorney being \$170-250 an hour and Trustee Malm responded to him that that is only the hourly rate and the actual cost would be much higher. Ayes, Trustees Corn, Bernal, Hyman, Rauschenberger, Malm. Nays, none.

APPROVAL OF OCTOBER 16, 2017 EXECUTIVE SESSION MINUTES

Trustee Hyman made a motion, seconded by Trustee Bernal, to approve the October 16, 2017 minutes as written. Ayes, Trustees Corn, Bernal, Rauschenberger, Hyman, Malm. Nays, none.

PUBLIC COMMENT

None

APPROVAL OF CASH DISBURSEMENTS

President Corn read aloud the cash disbursement totals per fund. Disbursements for the Sewer Revenue Fund \$462,499.59, Capital Improvement \$235,990.83, Depreciation & Replacement \$75,814.10, Skyline 182.97. Trustee Malm asked what the yearly membership cost was for National Association of Clean Water Agencies (NACWA). Executive Director Trueblood responded that the check listed in this disbursement is the annual membership fee.

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

REVIEW OF CONNECTION PERMITS

TSD Vogt reported that staff only re-issued one single-family permit. As there were no irregularities, staff recommended approval.

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

REVIEW OF CONTRACTS AND PURCHASE ORDERS

Executive Director Trueblood informed the Board that there was one purchase order issued above \$10,000 since the last board meeting, which was for the channel grinder at Pump Station 36 previously approved at the last board meeting.

FOIA REQUESTS

None

OLD BUSINESS

None

NEW BUSINESS

MOTION TO ACCEPT – THE FY 2017 FINANCIAL AUDIT AS PRESENTED

Trustee Rauschenberger made a motion, seconded by Trustee Bernal, to accept the FY 2017 Audit as presented.

There was no discussion, President Corn called for a vote. Ayes, Trustees Corn, Rauschenberger, Bernal, Malm, Hyman. Nays, none.

MOTION TO APPROVE – COST PROPOSAL NO. 10 TO JOSEPH J HENDERSON AND SON, INC. ON THE ALBIN D. PAGORSKI WRF ANAEROBIC DIGESTION IMPROVEMENTS PROJECT

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to approve Cost Proposal No. 10 in the amount of \$4,814.00 to Joseph J. Henderson and Son Inc. for the Anaerobic Digestion Improvements project.

Technical Services Director Vogt reported that the Albin D. Pagorski WRF Anaerobic Digestion Improvements Project includes work on the existing primary settling tanks (PSTs),

including installing new scum and sludge valves. When the PST 6 valve was excavated for replacement, it was found to be an 8-inch valve instead of a 6-inch valve as shown on the contract drawings and record drawings. A new 8-inch valve was already onsite for installation by the contractor at PST 5. Thus to keep moving forward on the project, this 8-inch valve was used at PST 6. This keeps the work progressing and avoids the risk of soil collapse as the excavation is very deep and the soil conditions are poor. The new 8-inch valve associated with this cost proposal will be installed at PST 5. Trustee Malm commented that he thought this price was a little high and could have been bid out to get a more competitive price. TSD Vogt responded that the valve itself is only \$3,300 of the cost, which is a pretty typical price for a valve this size. The cost proposal includes cut in sleeves and installation, not just the valve itself.

At the conclusion of discussion, President Corn called for a vote. Ayes, Trustees Corn, Rauschenberger, Bernal, Malm, Hyman. Nays, none.

TECHNICAL SERVICES REPORT

TSD Vogt provided Board Members with a summary of currently outstanding speculative building connection fee credits as requested at the previous meeting. Staff explained that when a speculative Commercial or Industrial building is proposed in the Connection Fee area of the District, staff collects a speculative connection fee depending on the building size and projected use. As the permits are issued and connection fixtures are added, the building owner can allow use of these credits or have the tenant (or condo owner) pay directly for the connections. Once a building is fully permitted for occupancy, District staff performs an inspection of connected fixtures and then issues a credit of the remaining speculative fee, if any exists. As shown in the spreadsheet, there is currently a potential credit liability on speculative connection fees collected of approximately \$103,000.

STAFF REPORT OF ONGOING STUDY, DESIGN AND CONSTRUCTION PROJECTS

TSD Vogt reported Black and Veatch is requesting an amendment to the design contract for the additional design work involved in implementing the various cost saving modifications at each facility. Staff has provided feedback to Black and Veatch regarding the amendment request and the consultant is reviewing these comments. TSD also mentioned that due to the amount of rain that came in the past couple weeks, JJ Henderson had to fill a void that developed under the clarifier scum box at the excavation site with flowable fill at PST 6. This void developed after the heavy rains that occurred. Staff had to issue a field order for the work as time and materials on the contract. Total cost of work was around \$2,000-3,000. Trustee Malm asked if the excavation had been properly sheeted. TSD Vogt indicated the excavation was properly stabilized.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Trueblood reported that staff has received some odor complaints from a business located near the North Plant on Frazier Ave in Elgin. Staff has been investigating to try and locate where the smell is coming from, but cannot pin point a location. The business owner has

also complained directly to the IEPA who also tried to locate the problem twice but were not able to find a direct link to the North Plant. ED Trueblood also mentioned that it is the City of Elgin that owns the sewer lines in this area, not FRWRD. Staff has been in contact with the City to work together to find the source of the odor. Trustee Malm asked if there are any vector Trucks that dump at the North Plant. ED Trueblood responded no, all vector trucks dump at the Albin D Pagorski Facility and all leachate trucks dump at the West Plant. Staff will continue to monitor the issue and take any necessary actions needed. Lastly ED Trueblood also mention that the District provided 22 flu shots for employees who wanted them on October 18th.

ATTORNEY'S REPORT

Attorney Scheflow provided a written report to board members. Trustee Bernal asked if there was a date for the sale of the vacant lot. Attorney Scheflow responded that the buyers have just submitted a request for an extension. Trustee Malm asked if the new owners by Sherman Hospital took down all the Oak trees on the conservation land. Scheflow responded no the conservation area is in tact. The trees removed are in the development areas surrounding the conservation area. Attorney Scheflow also commented that he has the signed temporary Easement for the construction work on Pump Station 40 that is good through July 2018. Scheflow also mentioned that he will have a new memo regarding the Estes property at the next Board Meeting. Trustee Hyman asked Attorney Scheflow whether he represents the board members or the district if an issue should arise. Attorney Scheflow responded that he does not represent individual board members. Trustee Hyman asked whether Attorney Scheflow flags items on the agenda and talks to President Corn about them prior to meetings if he feels the item requires attorney review. Attorney Scheflow responded that it is up to the Board members to come to him if they are seeking legal opinion or would like to know his thoughts on a matter. Scheflow added that he is not at meetings to police board members, he is there for legal guidance, if requested.

President Corn called a 10 minute break at 9:52 A.M.

FINANCE MANAGER'S REPORT

Finance Manager Uddin provided board members with the financial statements for the month end August 31, 2017. He reported that revenues are as expected and there was no irregularities to report. Trustee Corn asked is First Community merged with Wintrust. Finance Manager responded yes. As there was no further discussion regarding the financial statement, FM Uddin took the opportunity to thank the board for their continued support with the new Oracle financial system and gave a brief demonstration on how the system operates. Trustee Bernal asked if this system allows for the transfer of funds to be recorded. FM Uddin responded yes and ED Trueblood added that there are several approval steps in place before a transfer can be processed. Trustee Malm asked if he can see some information on the BMD Digester Project and how the system is tracking the expenses. FM Uddin demonstrated how the different district projects are tracked by opening the project module in Oracle.

RECESS

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to recess the meeting and enter into Executive Session at 10:42 A.M. Ayes, Trustees Corn, Rauschenberger, Bernal, Malm, Hyman. Nays, none.

RECONVENE

Trustee Hyman made a motion, seconded by Trustee Bernal, to reconvene the Board of Trustees meeting at 11:53A.M. Ayes, Trustees Corn, Rauschenberger, Bernal, Malm, Hyman. Nays, none

ADJOURN

Trustee Bernal made a motion, seconded by Trustee Malm, to adjourn the October 30, 2017 Board of Trustees meeting at 11:54 A.M. Next meeting is scheduled for 9:00 A.M. November 13, 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