

Minutes of the Board of Trustees of the Fox River Water Reclamation District held on Monday, April 9, 2018 at the Administration Building at 1957 North LaFox, South Elgin, Illinois. Present were President Bruce Corn, Vice President Bernal, Trustee Arthur Malm, and Trustee Steve Rauschenberger.

Staff present included Executive Director Bob Trueblood, Technical Services Director Beth Vogt, Finance Manager Nazer Uddin, HR Manager Fran Venegas and Attorney Doug Schefflow.

President Corn called the meeting to order at 9:12 A.M. ED Trueblood requested that items 8.4 and 8.5 be changed to discussion items instead of for approval.

**APPROVAL OF MARCH 26, 2018 BOARD OF TRUSTEES MINUTES**

Trustee Rauschenberger made a motion, seconded by Trustee Bernal, to approve the March 26, 2018 minutes as written. Ayes, Trustees Corn, Bernal, Rauschenberger, Malm. Nays, none.

**PUBLIC COMMENT**

There was no comment from the public. Trustee Malm talked about the Fox Metro Water Reclamation District's drug disposal program and provided the Board with copies of their flyer. Trustee Malm requested the Board of Trustees and FRWRD staff promote a similar program.

**TRAVEL REIMBURSEMENT**

None

**APPROVAL OF CASH DISBURSEMENTS**

President Corn read aloud the cash disbursement totals per fund. Disbursements for the Sewer Revenue Fund \$665,374.93, Capital Improvement \$243,864.26, Depreciation & Replacement \$135,647.57, and Skyline \$3,116.66.

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

**REVIEW OF CONNECTION PERMITS**

TSD Vogt reported that staff issued two commercial and one single-family home permits. As there were no irregularities, staff recommended approval.

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

**REVIEW OF CONTRACTS AND PURCHASE ORDERS**

ED Trueblood read through all purchase orders presented to the Board. Trustee Malm questioned the disinfection SCADA programming purchase order. ED Trueblood stated this work was approved quite a while ago. It was for programming the ORP probes into SCADA as the Strantrol units were obsolete. The majority of the work has been done for some time and the purchase order was issued associated with final payment. Trustee Malm asked if we chlorinate to a certain residual. TSD Vogt responded that both chlorination and dechlorination are controlled by ORP measurements. Staff performs residual chlorine sampling as well. Trustee Malm asked if free chlorine or combined chlorine residual is measure. TSD Vogt responded she would need to check with Laboratory Manager, Jack Russell on which measurement is required and tested.

**FOIA REQUESTS**

Executive Director Trueblood reported that there was one FOIA request since the last board meeting requesting FRWRD's use of specifically named chemicals. The chemicals named are not used by FRWRD.

**OLD BUSINESS**

None

**NEW BUSINESS**

**MOTION TO APPROVE – AWARD OF SODIUM HYPOCHLORITE CONTRACT TO OLIN CHLOR ALKAL PRODUCTS AND VINYL**

Trustee Rauschenberger made a motion, seconded by Trustee Bernal, to authorize the Executive Director to sign a one year contract with Olin Chlor Alkali Products and Vinyls for the purchase of liquid sodium hypochlorite at the specified bid price.”

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

**MOTION TO APPROVE – AWARD OF SODIUM BISULFITE CONTRACT TO UNIVAR USA, INC.**

Trustee Malm made a motion, seconded by Trustee Bernal, to authorize the Executive Director to sign a one year contract with Univar, USA for the purchase of liquid sodium bisulfite in bulk for \$1.93/gallon.

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

**MOTION TO APPROVE-AWARD THE LAWN SERVICE AGREEMENT TO V CARDENAS LANDSCAPING AND SNOW**

Trustee Rauschenberger made a motion, seconded by Trustee Bernal, to authorize the Executive Director to sign a two year agreement with V Cardenas Landscaping and Snow for Lawn services including mowing, trimming, weed control and hand weeding at the Pagorski, North and West Reclamation facilities, Sta. 31, Sta. 41, Skyline Water Plant and Box Company parcel. Trustee Bernal asked about the error in the submission of bid prices and reversal of costs in the breakdown. ED Trueblood advised that the bid total was accurate. Two entries were erroneously switched on which line item they were on. The minor error was reviewed by Attorney Scheflow prior to recommendation for award.

President Corn called for a vote. Ayes, Trustees Corn, Bernal, Rauschenberger, Malm. Nays, none.

**BAR – MOTION TO APPROVE- ORDINANCE 902 AND 903**

ED Trueblood indicated these ordinances are presented for discussion only. Changes to the ordinances include a clean up well user flat rate for industrial and commercial users. TSD Vogt explained that the current ordinances do not include a rate for industrial well users. In addition, there are times that a flat rate is not appropriate and metered discharge should be used. Flat rate should only apply when normal use for restrooms and such are required at a commercial or industrial business. Higher discharges should be metered. The revised ordinance will indicate that FRWRD will make the determination on whether a flat rate or metered discharge should be utilized. TSD Vogt also explained that a TKN surcharge has been added in addition to just an ammonia surcharge. TKN breaks down in the sewers and wastewater treatment plant to be mainly ammonia that then requires treatment. Trustee Malm asked if we collected any surcharges in the past, other than for Fresh Express. ED Trueblood stated not in last 10-12 years, however prior to that when there was more industry in the area, surcharges were applied. TSD Vogt noted that Fisher Nut will be surcharged based on the sampling results to date. Trustee Malm asked what the difference is between an industrial and commercial customer. TSD Vogt indicated this is defined by their SIC code. Trustee Malm asked why there is no charge for excessive phosphorus. TSD Vogt stated that currently the plants don't have a limit on phosphorus. Staff intends to have an excess strength surcharge for phosphorus when the NPDES permit limit is effective. ED Trueblood stated that the new permit for the West plant, which will likely employ the phosphorus limit, could be issued as early as this summer.

ED Trueblood discussed that rate increases could be more aggressive if the change in Skyline ownership does not go through. He will bring the ordinances back for final approval.

**BAR- DISCUSSION ONLY- AGREEMENT WITH MWRDGC FOR THE ANAEROBIC DIGESTER IMPROVEMENT PROJECT**

TSD Vogt outlined the agreement amendment related to funding the Digester Improvements. MWRDGC has taken a different position on funding FRWRD capital improvements than in the past. They are planning to pay for their portion of capital improvements upfront as projects are completed instead of paying for a portion of the loan payments. This amendment reflects that new position. There is also a tax exemption certificate and agreement as part of the amendment. These document clarifies that FRWRD cannot sell or give away use of the facilities constructed to others. TSD Vogt asked that the Board review the document, which is planned to be brought forth for approval at a subsequent meeting.

**BAR- DISCUSSION ONLY- AGREEMENT WITH CITY OF ELGIN FOR JOINT CONSTRUCTION PROJECT OF PUMP STATION 31 FORCEMAIN AND GRAVITY SEWER**

TSD Vogt outlined the agreement for the joint construction of the FRWRD new forcemain and the City of Elgin new sewer. Trustee Malm why this was still under review with the project out to bid. TSD Vogt clarified that only the new pump station is out to bid. The forcemain hasn't been advertised as this agreement needs to be approved and the City needs to obtain their IEPA permit for the sewer.

The project will be bid with unit price contract items. In most areas, it is clear which items the parties (FRWRD and the City) are responsible. Some contract items will have costs split between FRWRD and the City. ED Trueblood indicated the last page breaks down the items.

**FINANCE MANAGER'S REPORT**

FM Uddin indicated there was an increase operating revenues due to the last rate increase and increased water usage. Additionally, MWRDGC's share in operating cost receipts have increased. Expenditure have also increase, however they are consistent with target spending to date. There was no further discussion.

**TECHNICAL SERVICES REPORT**

TSD Vogt reported she would attend the FRSG/IEPA meeting with USEPA on April 10, 2018 along with Cindy Skrukrud of Sierra Club, Tom Muth of Fox Metro, and Sanjay Sofat of IEPA. The meeting will focus on clarifying any concerns USEPA may have with the proposed special conditions for FRSG permittees that relate to phosphorus removal. Others will be able to call in to listen to the discussions.

President Corn called a 10-minute break at 9:45 A.M. Meeting resumed at 9:56 A.M.

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

TSD Vogt provided a written update on all projects. TSD Vogt reviewed the Design and Construction projects. Trustee Malm asked about Atlas Copco, TSD Vogt said they are still in initial production of the new units as final performance testing has not been completed. Trustee Rauschenberger asked about operations of the existing units and if they long delay would mean trouble with the negotiations. TSD Vogt indicated Atlas Copco remains committed to the replacement of the blowers.

**EXECUTIVE DIRECTOR'S REPORT**

Executive Director Trueblood reported that HB5563 was scheduled for an April 11<sup>th</sup> hearing in Springfield. This bill would create an elected board for FRWRD.

**ATTORNEY'S REPORT**

Attorney Scheflow stated his invoice serves as his report.

As there was no additional business, Trustee Malm made a motion, seconded by Trustee Bernal, to adjourn the meeting at 10:12 A.M. The next meeting is scheduled for 9:00 A.M. Monday, April 30, 2018. Ayes, Trustees Corn, Bernal, Malm, and Rauschenberger. Nays, none.

Respectfully Submitted

Fran Venegas, HR Manager

APPROVED:

Bruce R. Corn, President

Gary Hyman, Clerk-Treasurer