

Minutes of the Board of Trustees of the Fox River Water Reclamation District held on Monday, November 12, 2018 at the Administration Building at 1957 North LaFox, South Elgin, Illinois. Present were President Bruce Corn, Vice President Bernal, Clerk/Treasurer Gary Hyman 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 9:13 A.M.

APPROVAL OF OCTOBER 15, 2018 BOARD OF TRUSTEES MINUTES

Trustee Bernal made a motion, seconded by Trustee Rauschenberger, to approve the October 15, 2018 minutes as written. Ayes, Trustees Corn, Bernal, Hyman, and Rauschenberger. Nays, none.

APPROVAL OF OCTOBER 15, 2018 EXECUTIVE SESSION MINUTES

Trustee Bernal made a motion, seconded by Trustee Rauschenberger, to approve the October 15, 2018 Executive minutes as written. Ayes, Trustees Corn, Bernal, Hyman, and Rauschenberger. 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 \$1,065,796.23, Capital Improvement \$471,291.63, Depreciation & Replacement \$907,242.12, and Skyline \$1,641.42.

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

REVIEW OF CONNECTION PERMITS

TSD Vogt reported that staff issued one commercial, one industrial, two public building and four single family permits in between board meetings netting around \$11,000 collected in connection fees. As there were no irregularities, staff recommends approval.

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

REVIEW OF CONTRACTS AND PURCHASE ORDERS

ED Trueblood reported that two purchase orders were included in the packet over \$10,000. The first was made to Oracle America, Inc. in the amount of \$58,824 for the accounting software subscription renewal. The second was to Morrow Brothers Ford for the purchase of a 2019 Ford Taurus in the amount of \$20,600. These purchases were both previously approved by the board at the October 15th Board of Trustees meeting.

FOIA REQUESTS

None

OLD BUSINESS

None

NEW BUSINESS

BAR – MOTION TO APPROVE 2019 HOLIDAY SCHEDULE

Trustee Rauschenberger made a motion, seconded by Trustee Bernal, to approve the 2019 Holiday schedule as presented. Trustee Hyman commented that he feels Veteran’s Day is an important holiday and should be recognized by the District. Trustee Rauschenberger asked ED Trueblood his opinion of adding the holiday and what the financial implications would be. ED Trueblood responded that he feels Veterans Day is important and the financial impact would be less than \$2,000. Trustee Hyman made an amendment to the motion, seconded by Trustee Rauschenberger, to approve the presented 2019 Holiday schedule with the addition of Veterans Day.

There were no further questions; President Corn called for a vote. Ayes, Trustees Corn, Bernal, Hyman and Rauschenberger. Nays, none.

BAR – MOTION TO APPROVE EMPLOYEE YEAREND BONUS

Trustee Rauschenberger made a motion, seconded by Trustee Bernal, to authorize ED Trueblood to prepare and distribute employee yearend bonus checks on December 6, 2018 as presented.

There were no questions; President Corn called for a vote. Ayes, Trustees Corn, Bernal, Hyman and Rauschenberger. Nays, none.

BAR – MOTION TO APPROVE RESOLUTION 494 – AMENDMENT TO THE FRWRD INVESTMENT AND BANKING MATTERS RESOLUTION 490

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to approve Resolution 494 as presented.

There were no questions; President Corn called for a vote. Ayes, Trustees Corn, Bernal, Hyman and Rauschenberger. Nays, none.

BAR – MOTION TO APPROVE RESOLUTION 495 – AUTHORIZING PRIMARY FINANCIAL COMPANY, LLC, BALANCE SHEET SOLUTIONS, LLC AND CU INVESTMENT SOLUTIONS, LLC TO SECURE INVESTMENTS

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to approve Resolution 495 as presented. Trustee Rauschenberger asked if this was common practice before. ED Trueblood responded yes, but only with PMA before. The District will now have access to this nationwide network, which may provide an opportunity for high yielding investments.

There were no further questions; President Corn called for a vote. Ayes, Trustees Corn, Bernal, Hyman and Rauschenberger. Nays, none.

BAR – MOTION TO APPROVE 2019 PROPERTY TAX LEVY

Trustee Hyman made a motion, seconded by Trustee Bernal, to approve Ordinance 912 to increase the District's property tax levy from \$877,236 to \$895,657.

There were no further questions; President Corn called for a vote. Ayes, Trustees Corn, Bernal, Hyman and Rauschenberger. Nays, none.

BAR – MOTION TO APPROVE RENEWAL OF WORKER'S COMPENSATION INSURANCE WITH ILLINOIS PUBLIC RISK FUND

Trustee Bernal made a motion, seconded by Trustee Hyman, to authorize ED Trueblood to sign all necessary agreements and documents to renew the Worker's Compensation Insurance

coverage with IPRF. Trustee Corn asked for confirmation that the proposal is a decrease from last year. ED Trueblood confirmed that yes, this is the second year in a row the workers compensation insurance has gone down; last year by 2.1% and this year by 8.13%. Trustee Hyman asked if the decrease has to do better training. ED Trueblood responded no, but staff has taken advantage of a lot of the resources that Illinois Public Risk has to offer.

There were no further questions; President Corn called for a vote. Ayes, Trustees Corn, Bernal, Hyman and Rauschenberger. Nays, none.

BAR – MOTION TO APPROVE PURCHASE OF NEW 4” PORTABLE DIESEL PUMP

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to authorize ED Trueblood to sign a purchase order in the amount of \$24,300 to Global Pump for the purchase of a new 4” portable diesel pump. Trustee Rauschenberger asked if we have others. ED Trueblood responded yes, the District has a 6” portable pump. This one is smaller with smaller hoses and will be easier for staff to work with on appropriate jobs. It will be an addition to the District’s inventory.

There were no further questions; President Corn called for a vote. Ayes, Trustees Corn, Bernal, Hyman and Rauschenberger. Nays, none.

BAR – MOTION TO APPROVE COST PROPOSAL REQUEST 21 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 Bernal, to approve Cost Proposal 21 from Joseph J. Henderson and Son Inc. for the project adding \$1,726 to the project. Trustee Corn asked if this void was created over time. TSD Vogt responded yes, over time there appears to have been settlement under the scum boxes creating the void. In order to reduce the stress of the void on the scum boxes, the contractor is place a low strength concrete under the structure to fill this void. Trustee Rauschenberger confirmed that this is a \$1,700 change to the contract. TSD Vogt responded yes.

There were no further questions; President Corn called for a vote. Ayes, Trustees Corn, Bernal, Hyman and Rauschenberger. Nays, none.

BAR – MOTION TO APPROVE PRELIMINARY DESIGN AGREEMENT WITH TROTTER AND ASSOCIATES FOR PUMP STATION 38 REHABILITATION

Trustee Hyman made a motion, seconded by Trustee Bernal, to authorize the Executive Director to sign the Pump Station 38 Improvements Conceptual Design Agreement with Trotter and Associates for \$3,950. Trustee Corn asked for the cross streets of Pump Station 38. ED Trueblood commented it is east if Route 31 at Melrose Avenue in South Elgin. Trustee Hyman asked if the new project, Patton Mills, will be directed to this pump station. TSD Vogt responded no, Patton Mills flow is further down Route 31 and will go to Pump Station 39. TSD Vogt pulled up Google

Earth to show Board Members the location of the Pump Station. Trustee Corn asked how much of the land do we own around the station. ED Trueblood responded not much at all. Trustee Hyman commented that he would like to see the area cleaned up and look a little nicer. Trustee Rauschenberger commented that tuck pointing the building would make a big difference in the appearance. Trustee Rauschenberger asked if Pump Station 38 flows go to the West Plant or across the river to the Albin D. Pagorski Facility. TSD Vogt responded that it can go to either plant, but most of the time it is set to pump to the West Plant.

There were no further questions; President Corn called for a vote. Ayes, Trustees Corn, Bernal, Hyman and Rauschenberger. Nays, none.

**BAR – MOTION TO APPROVE COST PROPOSAL REQUEST 1 TO THIENEMAN
CONSTRUCTION FOR UPGRADE OF BYPASS CHANNEL BAR SCREEN FOR PUMP
STATION 31 REPLACEMENT PROJECT**

Trustee Rauschenberger made a motion, seconded by Trustee Bernal, to approve Cost Proposal No. 1 from Thieneman Construction, Inc. for \$1,616 for the project. Staff is recommending approval of this Headworks screen with full control and operation for the influent bypass channel to be the same as the screen in the main channel. This will give operations and maintenance staff more operational flexibility than with the originally specified, lower tech screen for this channel. Having two screens with the same capabilities will allow using the bypass channel more frequently to extend the life of both units. Staff investigated this option once it became clear that the specified unit was nearly as expensive and the main channel screen.

There were further questions; President Corn called for a vote. Ayes, Trustees Corn, Bernal, Hyman and Rauschenberger. Nays, none.

At this time, Senior Project Engineer James Kerrigan joined the meeting for discussion.

**ISSUES AND OPTIONS FOR SLUDGE TRANSFER FORCEMAIN PROJECT RIVER
CROSSING – DISCUSSION ONLY**

TSD Vogt explained that the contractor has encountered a major problem in performing the pipe ramming of the 30-inch casing pipe under the Fox River, which is part of the project to extend the sludge transfer forcemain to the ADP WRF. The contractor has hit an obstruction, stopping the 30-inch casing installation at 240 feet out under the river. Total length of crossing is 425 feet. Additionally, while trying to ram the casing through the obstruction, a crack developed at the top of the casing pipe at a weld that makes the 30-inch unusable for further pipe ramming. A summary of options was presented to the board members. Option 1 includes building a PortaDam, and open cut installation of 30-inch pipe casing the rest of the way; costing around \$550,000. Option 2 includes installing a 24-inch Casing Pipe Ram through the 30-inch and hopefully through the obstruction to cross the river; costing around \$62,000. The contractors have given option 2 a 50/50 chance of working. There is some risk that this option will not be successful and other options will have to be explore, likely open cutting.

Trustee Hyman asked how deep under the river is the drilling taking place. SPE Kerrigan responded about five feet below the river bed. TSD Vogt added that the permit required it to be at least 3 feet but the contractors were worried there would be too much water so they went an additional 2 feet down. Trustee Hyman asked if staff intends to put anything else through the casing pipe once it crosses the river. ED Trueblood commented not at this time. TSD Vogt said that due to the river being high at this time, if option 1 was selected the project would be on hold until the levels come down, which would not likely happen until March. ED Trueblood explained that Metra is doing repair work on train lines further up the river and have it dammed off causing velocities in the river to be higher than normal on the East side. These velocities would put higher stress on a PortaDam. Trustee Hyman asked if damming the river would cause problems further downstream for South Elgin. ED Trueblood responded no. TSD Vogt commented that if option 2 does not work, then the contractor will have to go with option 1 and dam the river. However, staff believes that starting with option 2 is the better option and even if they can't fully get across, money would be saved if they get farther, making the dam smaller. Trustee Hyman asked if Attorney Scheflow has been involved. TSD Vogt responded yes. Attorney Scheflow commented that this is a complex technical issue but there are no legal concerns based on his review.

After all questions and discussions regarding the river crossing project were complete, President Corn called a 10-minute break at 10:15 A.M.

Meeting resumed at 10:25 A.M.

BAR – MOTION TO APPROVE CHANGE ORDER PROPOSAL FROM H. LINDEN FOR THE SLUDGE TRANSFER FORCEMAIN PROJECT

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to approve the 24-inch Casing Pipe Ram through the 30-inch Proposed Change from H. Linden and Sons Sewer and Water Inc. for \$62,075 on the project.

There were no further questions; President Corn called for a vote. Ayes, Trustees Corn, Bernal, Hyman and Rauschenberger. Nays, none.

BAR – MOTION TO APPROVE AUTHORIZATION TO SIGN THE COMPLIANCE COMMITMENT AGREEMENT WITH IEPA FOR PUMP STATION 31 NOTICE OF VIOLATION

Trustee Rauschenberger made a motion, seconded by Trustee Bernal, to authorize ED Trueblood to sign the Compliance Commitment Agreement with IEPA for Pump Station 31 Notice of Violation. Trustee Rauschenberger asked if the agreement was clear that it was the ComEd transformer that failed resulting in the loss of power to Pump Station 31 and subsequently causing the Violation. ED Trueblood responded yes.

There were no further questions; President Corn called for a vote. Ayes, Trustees Corn, Bernal, Hyman and Rauschenberger. Nays, none.

FINANCE MANAGER'S REPORT

FM Uddin provided Board members the financial report for the period ending September 2018. FM Uddin reported that revenues were on target and spending was down 5% from last year. FM Uddin also pointed out a new comparative statement report comparing revenues and expenditures on page 10 of the financial report.

TECHNICAL SERVICES REPORT

None

STAFF REPORT OF ONGOING STUDY, DESIGN AND CONSTRUCTION PROJECTS

TSD Vogt provided a written update on all projects. TSD Vogt reported that the Biosolids work is moving along. Currently Digester 5 is complete and then work will move on to Digester 2 and 3. All underground valve work and most piping work have been completed. Trustee Corn asked once this project is complete, how long will the equipment last. TSD Vogt responded on average about 20 years for pumps, however the mixing equipment and piping should have even longer life than that. TSD Vogt also reported that Pump Station 31 project is moving along; the first wall pour is complete and the next two sections should be poured within the next week. Trustee Rauschenberger asked why the walls need to be so thick. TSD Vogt responded because they are about 20 feet below grade and have to hold back earth pressure on three sides and on the river side, it will be mostly above the depressed grade.

TSD Vogt commented that staff is continuing to correspond with the UPRR along with Attorney Schefflow regarding the ownership of several parcels of property along the force main route. Finally, TSD Vogt mentioned that she along with some other staff members are meeting with representatives from MWRDGC at the end of November to discuss ongoing projects the district has and what type of financial impacts that may have for MWRDGC.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Trueblood reported that he and Trustee Bernal will be attending Mayor Kaptain's State of the City Address on December 6th. If any other trustees would like to attend, please let him know so staff can get everyone registered. Trustee Rauschenberger asked how many people are typically in attendance for this event. ED Trueblood responded usually 50-60 people. ED Trueblood also reported that as of late, the West Plant has been seeing higher levels of phosphorus than average. Typically the phosphorus level is at about a 0.3 and there are a few days it has been around 1.5. Although there have been no violations and the District is well within the allowed limits, staff is addressing the issue before it becomes a problem by redirecting some leachate haulers to the Albin D. Pagorski plant to unload waste there instead of the West Plant.

ED Trueblood also commented that there are a lot of new legislators in office and he would like to draft a letter to send out to the new members to provide an overview of the District. Trustee Rauschenberger responded that he supports a letter being sent out and would even like to see a breakfast/luncheon event hosted by FRWRD inviting all the representatives and giving board members and staff the opportunity to meet the new representatives.

ATTORNEY'S REPORT

Attorney Scheflow provided his October Invoice. Attorney Scheflow commented that he has a meeting this week with the attorneys representing the Estes property and he will report back the results of that meeting. Attorney Scheflow also reported that it appears that the car wash property's taxes were paid and the deed was issued so the opportunity for the District to collect the past debt from the previous property owners is no longer available.

ADJOURN

As there was no additional business, Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to adjourn the meeting at 10:56 A.M. The next meeting is scheduled for 9:00 A.M. Monday, December 17, 2018. Ayes, Trustees Corn, Bernal, Hyman and Rauschenberger. Nays, none.

Respectfully Submitted

Kim Narvaiz, Assistant Clerk

APPROVED:

Bruce R. Corn, President

Gary Hyman, Clerk-Treasurer