

Minutes of the Board of Trustees of the Fox River Water Reclamation District held on Monday, December 17, 2018 at the Administration Building at 1957 North LaFox, South Elgin, Illinois. Present were President Bruce Corn, Vice President Bernal, Trustee Steve Rauschenberger and Trustee McCormack.

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 9:11 A.M.

**APPROVAL OF NOVEMBER 12, 2018 BOARD OF TRUSTEES MINUTES**

Trustee Rauschenberger made a motion, seconded by Trustee Bernal, to approve the November 12, 2018 minutes as written. Ayes, Trustees Corn, Bernal, Rauschenberger and McCormack. 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 \$907,959.50, Capital Improvement \$589,418.87, Depreciation & Replacement \$1,095,282.53, and Skyline \$2,584.02.

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

**TRAVEL REIMBURSEMENT**

Trustee Rauschenberger submitted travel reimbursement for the WEFTEC 2018 in the amount of \$975.99. Trustee McCormack made a motion, seconded by Trustee Bernal to approve the travel reimbursement request. A Roll Call Vote was taken: Trustees Corn: Aye, Rauschenberger: Aye, Bernal: Aye, McCormack: Aye.

**REVIEW OF CONNECTION PERMITS**

TSD Vogt reported that staff issued five commercial, one industrial, one public building and three single family permits in-between board meetings netting around \$13,000 collected in connection and service fees. As there were no irregularities, staff recommends approval. Trustee

Corn asked about the new single family home in the Skyline area. Executive Director explained that TSD Vogt has information on this in her report that will be discussed later in the meeting.

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

**REVIEW OF CONTRACTS AND PURCHASE ORDERS**

ED Trueblood reported that three purchase orders were included in the packet over \$10,000. The first was made to Repair Service Corp. in the amount of \$10,140 for repairs to the Ferric Chemical Tank repair at the Albin D. Pagorski Facility. The second was a standard order of polymer from Polydyne, Inc. The final purchase order was to DBA Global Pump for a new 4” portable diesel pump that was previously approved by the board at the last Board Meeting.

**FOIA REQUESTS**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

**BAR – MOTION TO AWARD OF ADP WRF BUILDING 19 HEAT EXCHANGER IMPROVEMENTS PROJECT**

Trustee McCormack made a motion, seconded by Trustee Bernal, award the ADP WRF Building 19 Heat Exchanger Improvements Project to Independent Construction Industries, Inc. for \$216,147 and authorize the Executive Director to execute the associated agreement with Independent Construction Industries, Inc. Trustee Rauschenberger asked why there was such a large difference in the engineer’s estimate and the actual bids. TSD Vogt responded that this project is very heavy in mechanical and electrical work and the engineers that estimated it aren’t as used to preparing cost estimates and seem to have underestimated the major equipment costs. However, staff had budgeted for more than the engineer’s estimate.

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

**BAR – MOTION TO AUTHORIZE THE EXECUTION OF CHANGE ORDER NO. 2 TO JOSEPH J. HENDERSON AND SON INC. ON THE ADP WRF ANAEROBIC DIGESTION IMPROVEMENTS PROJECT**

Trustee McCormack made a motion, seconded by Trustee Bernal, to authorize ED Trueblood to execute Change Order No. 2 to Joseph J. Henderson and Son Inc. for the project, decreasing the contract price by \$916,317 and extending the contract time. TSD Vogt commented that this is a decrease in project costs due to the Digester No. 5 cover being in good shape and not needing to be replaced.

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

**BAR – MOTION TO APPROVE AMENDMENT NO. 1 TO CONSTRUCTION SERVICES AGREEMENT WITH STRAND ASSOCIATES FOR THE PUMP STATION 31 FORCEMAIN REPLACEMENT**

Trustee McCormack made a motion, seconded by Trustee Rauschenberger to authorize Executive Director Trueblood to sign the Amendment No. 1 to the Construction Services Agreement with Strand Associates for the Pump Station 31 Forcemain Replacement for \$8,490.00. TSD Vogt explained that this Amendment is due to the discrepancy between the property lines depicted by the District's legal descriptions of the properties and the Kane County property maps. Strand performed the design of the new facilities including site surveys of the area. This work will determine which boundary location is correct based on original property descriptions. Depending on the results of the survey, FRWRD will either need to obtain an easement from the Kane County Forest Preserve for use of the land for the projects or the Kane County property lines will need to be updated.

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

**BAR – MOTION TO AWARD OF NORTHERN AREA TRUNK LINE SEWER CLEANING AND TELEVISIONING PROJECT TO VISU-SEWER OF ILLINOIS**

Trustee Bernal made a motion, seconded by Trustee Rauschenberger, to award the Northern Area Trunk Line Sewer Cleaning and Televisioning Project to Visu-Sewer of Illinois for \$48,650 and authorize the Executive Director to execute the associated agreement with Visu-Sewer of Illinois. Trustee Rauschenberger asked why there was such a large spread in the bids. TSD Vogt responded that the work is pretty straight forward. Thus such a large spread on this type of work likely reflects that some contractors are busy right now. Trustee Bernal asked if FRWRD has used Visu-Sewer in the past before. TSD Vogt responded yes, and they did good work.

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

**BAR – MOTION TO AWARD OF NORTH INTERCEPTOR SEWER CLEANING AND TELEVISIONING PROJECT TO VISU-SEWER OF ILLINOIS**

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to award the North Interceptor Sewer Cleaning and Televisioning Project to Visu-Sewer of Illinois for \$83,170 and authorize the Executive Director to execute the associated agreement with Visu-Sewer of Illinois.

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

**BAR – MOTION TO APPROVE UNION PACIFIC RAILROAD (UPRR) PERMIT AGREEMENT- RESOLUTION 496**

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to authorize Executive Director Trueblood to sign and execute the Longitudinal Pipeline and Crossing Agreement with the Union Pacific Railroad. ED Trueblood commented, with the help of Trustee Bernal, staff sent out letters to State and Federal legislators for any assistance they could provide in helping the district. Since then, a draft agreement was received by staff and reviewed. Trustee Corn asked if this was the final step. ED Trueblood explained no, they still believe they have ownership rights, even though we have documents stating we do. Trustee Bernal asked what do we do moving forward. Attorney Schefflow responded that construction should continue, we have laid out our ownership to them with all appropriate documentation. Trustee Bernal requested that follow up letters be sent out to the state and federal representatives.

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

Trustee Corn called for a 10 min break at 9:41am

Trustee Hyman is now present as well as staff Project Engineer James Kerrigan.

**FINANCE MANAGER’S REPORT**

FM Uddin provided Board members the financial report for the period ending October. FM Uddin reported that revenues were up 19% and spending was down 2% from last year. FM Uddin also commented that staff is working together to put together the Fiscal Year 20 Budget. ED Trueblood explained that revenues have been much higher than expected due to Countryside Landfill bringing around 13 loads of leachate a day for treatment. However this high level was beginning to cause some treatment problems so staff has limited them to only 8 loads a day, thus although overall revenues will still be higher than expected they will decrease some next month.

### **TECHNICAL SERVICES REPORT**

TSD Vogt reported that a new home is being constructed on the lot next to the FRWRD Skyline Water Treatment Plant and potable water well. The home has been permitted by staff and all applicable fees have been paid. During construction of the foundation, the contractor determined that site drainage was a problem as well as the fact that sump discharges and stormwater flow from the other homes on the south side of the street are routed through their site. To solve the problem, a new ditch and stormwater pipe need to be installed along the property line with FRWRD's property. Due to grade and slope requirements for free flow, the ditch and stormwater pipe are expected to need to cross onto our property, particularly at the very south end of the site (near IL 25 right of way). A drawing of this arrangement is attached. Staff does not see a problem with this arrangement as long a disturbed areas are restored and the drinking water well is protected during the work. An easement will need to be granted to the homeowner for the pipe where it extends onto our property so that maintenance can be performed. Photos of the site and layout drawing were provided for board members to review.

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

TSD Vogt provided a written update on all projects. TSD Vogt reported that there will be an amendment at a future meeting regarding the bar screen project. TSD Vogt reported that work at the plant site for the Forcemain project is complete and Project Engineer James Kerrigan presented board members with a power point explaining the progress on the sludge transfer forcemain crossing under the river. The new 24-inch casing is about 65 feet from reaching the east side of the river but has encountered another blockage and has also cracked. Staff is still working with contractors and consultants on exploring all possible options.

### **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Trueblood reported that he has scheduled a "Public Works" summit for January 25<sup>th</sup> from 10a-2pm. The goal of this meeting is to get as many of FRWRD's partners together to communicate capital improvement projects over the next 5-10 years and identify any joint projects. Also ED Trueblood is planning on attending NACWA's Winter Conference in Albuquerque, NM February 5-8<sup>th</sup>. Any Board Members that would like to go, please let staff know as soon as possible so reservations can be made.

ED Trueblood has provided Board members with a suggested draft schedule of the 2020 Board of Trustees meeting calendar. ED Trueblood is asking Board members review it and let him know if they would like any changes or additions. Lastly, ED Trueblood reported that the Skyline water and sewer system ownership transfer has been delayed until June 2019 due to legislative changes.

**ATTORNEY'S REPORT**

Attorney Scheflow provided his November Invoice. There were no questions or discussions.

**RECESS**

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to recess the meeting and enter into Executive Session at 10:52 A.M. Ayes, Trustees Corn, Bernal, Hyman, Rauschenberger, McCormack. Nays, none.

**RECONVENE**

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to reconvene the Board of Trustees meeting at 11:30 A.M. Ayes, Trustees Corn, Bernal, Hyman, Rauschenberger, McCormack. Nays, none.

**ADJOURN**

As there was no additional business, Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to adjourn the meeting at 11:30 A.M. The next meeting is scheduled for 9:00 A.M. Monday, January 14, 2019. Ayes, Trustees Corn, Bernal, Hyman, Rauschenberger and McCormack. Nays, none.

Respectfully Submitted

Kim Narvaiz, Assistant Clerk

APPROVED:

Bruce R. Corn, President

Gary Hyman, Clerk-Treasurer