

Minutes of the Board of Trustees of the Fox River Water Reclamation District held on Monday, September 16, 2019 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 Steve Rauschenberger and Trustee Marty 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 9:17 A.M.

APPROVAL OF AUGUST 12, 2019 BOARD OF TRUSTEES MINUTES

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve the minutes of the August 12, 2019 Board of Trustees as written. Ayes, Trustees Corn, Bernal, Hyman, Rauschenberger and McCormack. Nays, none.

APPROVAL OF AUGUST 12, 2019 BOARD OF TRUSTEES EXECUTIVE MINUTES

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve the minutes of the August 12, 2019 Board of Trustees Executive Session as written. Ayes, Trustees Corn, Bernal, Hyman, 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 \$972,630.45, Capital Improvement \$50,695.00, Depreciation & Replacement \$883,707.44, Skyline \$1,515.66.

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

REVIEW OF CONNECTION PERMITS

TSD Vogt reported that staff issued seven commercial, one industrial, one single family, and 120 multi- family building permits in between meetings. Fees collected totaled over \$25,000. Trustee Corn commented that it is nice to see revenues from permits pick up.

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

REVIEW OF CONTRACTS AND PURCHASE ORDERS

Executive Trueblood reported that there were three purchase orders above the \$10,000 threshold that were issued in between meetings. The first one was to Aquitas Solutions, Inc. in the amount of \$27,336.50 for the additional licenses and support for the Computerized Maintenance Management System that was implemented last year. This purchase order was previously approved by the board. The second purchase order was to Metropolitan Industries in the amount of \$10,140 for a new mixer and labor costs for the aeration basins at the West Plant. The third purchase order was to Thomas Pump Company, Inc. in the amount of \$25,573 for a Cornell Pump for Pump Station 32. This purchase order was previously approved by the board. Trustee Rauschenberger asked if our staff installs the new pump themselves and if it is the same size as the one it is replacing. ED Trueblood responded yes our staff does the install and it is the same size but can handle more capacity than the old one.

FOIA REQUESTS

None

OLD BUSINESS

None

NEW BUSINESS

**BAR – MOTION TO APPROVE RENEWAL SUBSCRIPTION OF THE ORACLE
ERP/EPM CLOUD SYSTEM**

Trustee Bernal made a motion, seconded by Trustee Hyman, to authorize Executive Director Trueblood to sign the ordering document with Oracle America, Inc. to renew the annual subscription of Oracle ERP/EPM Cloud Hosted System for a fee of \$60,588.72. Trustee Bernal asked about the price increase. FM Uddin responded that the price was locked in for 3 years and then a 3% increase would take place.

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

BAR – MOTION TO APPROVE PLANT LIGHTING RETROFIT PROJECT

ED Trueblood commented that staff would like to remove this item from the agenda at this time to look into other options.

BAR – MOTION TO APPROVE CHANGE ORDER NO. 2 FOR TIME EXTENSION TO THIENEMAN CONSTRUCTION INC. FOR THE PUMP STATION 31 REPLACEMENT PROJECT

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, approve the time extension request to Thieneman Construction Inc. for the project. Trustee Rauschenberger asked if the EPA is going to allow for the time extension. TSD Vogt responded yes, she had filed for a three month extension back in August when it was looking like the project wasn't going to be completed on time, so this allows a one month cushion still. TSD Vogt continued that portions of the electrical Motor Control Center (MCC) equipment are now being delivered when each individual component is ready and available for installation.

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

FINANCE MANAGER'S REPORT- AUDIT REVIEW

Finance Manager Uddin presented the Board with the draft Audit for Fiscal Year 2019 that was prepared by Baker Tilly. Joe Lightcap from Baker Tilly was present to go over the audit and answer any questions that Board members might have. Items to note that Mr. Lightcap pointed out were the changes to the post-employment benefits accounting, comparisons to last year, and total operating revenues. ED Trueblood commented that 2019 is the first time in a long time that the operating income is positive. TSD Vogt added that it is worth noting that operating expenses were under budget for the year, which help contribute to the positive income. ED Trueblood also mentioned that on Page 17 board members can look at the summary of useful life used for depreciation of the various District capital assets. Trustee Rauschenberger wanted to confirm that we depreciate based on the construction cost at the time of building not the actual cost to rebuild. ED Trueblood responded that is correct.

The last item to note of the FY 2019 audit is the Metropolitan Water Reclamation District of Greater Chicago percentage of flow decreased because the Elgin flow increased. Until the City fixes the problem of river water back flowing into the sewer it will continue to effect the MWRDGC percentage of flow, which has a negative financial impact on the District. ED Trueblood asked the board to review the whole audit including items noted today and email or call him (Trueblood) or FM Uddin with any questions or concerns. The filing deadline for the District is October 31st.

President Corn called for a 10 minute break at 10:04 a.m.

TECHNICAL SERVICES REPORT

TSD Vogt reported that the IAWA Annual Conference was held last week in Itasca. New this year was a Trustee Roundtable discussion. Staff present included ED Trueblood, TSD Vogt, as well as Trustee Bernal and Trustee McCormack. While participation in the roundtable wasn't ideal, there was good discussion and suggestions that IAWA will work on. Also worth noting is that ED Trueblood received the Illinois Award this year, which is presented to a member for their service in the wastewater community.

STAFF REPORT OF ONGOING STUDY, DESIGN AND CONSTRUCTION PROJECTS

TSD Vogt provided a written update on all projects. Items to note include that the blowers are expected to ship from Europe in January to Houston for testing. Trustee Rauschenberger asked if the harmonic issues were solved. TSD Vogt responded yes, Strand is working on the installation bid documents. Additionally, staff has previously talked about an influent screen study for bar screens at the ADP WRF that she would like to see move up in the line of projects. TSD Vogt continued that the purpose of the bar screens are to remove rags, wipes, leaves, sticks, etc. before flow moves into treatment. Currently, Purify Drive and Pump Station 10 do not have any bar screens and more than half of the plant flow enters thru these two stations. Trustee Rauschenberger asked if staff would manually empty the screens. TSD Vogt commented no, it would all be an automated process where the screens discharge into a screenings press that that discharges to a dumpster. The dumpster is emptied manually. ED Trueblood added in regards to pump station 31 being complete soon, he would like to hold off on doing a ribbon cutting until spring of 2020, after the road is repaved and landscaping is cleaned up.

EXECUTIVE DIRECTOR'S REPORT

Executive Director wanted to thank maintenance for cleaning and boarding up 646 Wellington nicely. The boards are secured from the inside and have already stopped intruders from entering thru some side windows. Eventually ED Trueblood mentioned he would like to see this space turned into a green area with possibly some sort of turn around for cars since it is a dead end street. ED Trueblood continued that the ICC has given clearance to close on the Skyline Water and Wastewater facility. Staff will hold a public open house with Aqua Illinois on Tuesday, October 15th from 4 pm to 7 pm and the tentative closing date is scheduled for November 18th. Trustee Bernal asked where the payment from Aqua Illinois will go. ED Trueblood responded into Capital Reserves which is where the improvements were paid out of. In other news, ED Trueblood reported that he and Attorney Scheflow are finalizing the short term lease agreement with Evil Intentions for the empty lot at 901 Raymond Street in Elgin. Trustee Rauschenberger asked how long the lease is for. ED Trueblood responded just over 6 weeks.

Lastly ED Trueblood wanted to let board members know that long time employee retiree Mike Hartman passed away unexpectedly this past week. Hartman was a hard worker and well liked around the District.

ATTORNEY'S REPORT

Attorney Scheflow provided copies of his August 31st invoice detailing services rendered for the month. Attorney Scheflow commented that he has a conference call with the Aqua Illinois attorneys this afternoon to go over details of the sale. Board Members had no questions or comments.

ADJOURN

As there was no additional business, Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to adjourn the meeting at 10:47 A.M. The next meeting is scheduled for 9:00 A.M. Monday, October 21, 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