

Minutes of the Board of Trustees of the Fox River Water Reclamation District held on Monday, November 18, 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 9:13 A.M.

APPROVAL OF OCTOBER 21, 2019 BOARD OF TRUSTEES MINUTES

Trustee Bernal made a motion, seconded by Trustee Hyman, to approve the minutes of the October 21, 2019 Board of Trustees as written. Ayes, Trustees Corn, Bernal, Hyman, and McCormack. Nays, none. Abstain, Rauschenberger.

PUBLIC COMMENT

None

APPROVAL OF CASH DISBURSEMENTS

President Corn read aloud the cash disbursement totals per fund. Disbursements for the Sewer Revenue Fund \$1,085,981.49, Capital Improvement \$701,006.79, Depreciation & Replacement \$470,623.20, and Skyline \$5,239.00. Trustee Bernal asked what the purchase to Liberty Process included. TSD Vogt responded a pump. Trustee Corn commented that he saw the Kane County Cougars payment. ED Trueblood responded yes. Administrative Assistant, Kathy Kovach, has locked in the date with a down payment already, booking a Saturday night game this coming year.

Trustee Hyman made a motion, seconded by Trustee Rauschenberger, 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 two industrial, one public building, and three single family permits in between meetings. No fees were collected at this time as they were in the prepaid service area or no charge connection permits.

Trustee Bernal made a motion, seconded by Trustee Hyman, 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 was one purchase order over \$10,000 since the last meeting to Enhanced Networks, Inc. This purchase order covered several software renewals including Acronis Cloud Storage, AutoCAD and Operator10, as well as anti-virus protection.

FOIA REQUESTS

Executive Director Trueblood commented that there was one FOIA between Board Meetings from Neopost requesting a copy of the lease agreement for the mailing equipment. Staff was able to provide the requested information in a timely manner.

OLD BUSINESS

Executive Director Trueblood commented that although there is no agenda item for Old Business he would like to mention that the sale of Skyline Water and Sewer System is finalizing today. Directly following this meeting, President Corn, Assistant Clerk Narvaiz, and ED Trueblood will meet with Attorney Scheflow to sign all necessary documents before they are sent to Aqua Illinois for closing.

NEW BUSINESS

BAR – MOTION TO APPROVE RESOLUTION 501- RATIFYING THE BOT OCTOBER 21ST MEETING ACTIONS

Trustee McCormack made a motion, seconded by Trustee Hyman, to approve Resolution 501- Ratifying the actions of the Board of Trustees during the October 21st meeting.

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

BAR – MOTION TO APPROVE 2020 HOLIDAY SCHEDULE

Trustee McCormack made a motion, seconded by Trustee Hyman, to approve the 2020 Holiday Schedule as presented. Executive Director Trueblood commented that the schedule remains the same as last year, which includes Veterans Day.

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

BAR – MOTION TO APPROVE EMPLOYEE YEAREND BONUS

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to authorize Executive Director Trueblood to prepare and distribute employee yearend bonus checks on December 5, 2019 as presented.

There were no questions; President Corn called for a vote. Ayes, Trustees Corn, Bernal, Hyman, Rauschenberger and McCormack. 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 Executive Director Trueblood to sign all necessary agreements and documents to renew the Worker’s Compensation Insurance coverage with IPRF. Trustee Bernal asked for clarification on the decrease. ED Trueblood explained that there was an overall 17% decrease that was mainly due to reclassification of personnel with the new job descriptions.

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 ORDINANCE 921- 2020 PROPERTY TAX LEVY

Trustee Hyman made a motion, seconded by Trustee McCormack, to approve Ordinance 921 for the 2020 Property Tax Levy.

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

BAR – MOTION TO APPROVE PURIFY DRIVE CHANNEL MONSTER REPAIR

Trustee McCormack made a motion, seconded by Trustee Hyman, to authorize Executive Director Trueblood to sign a purchase order for the repair of the Purify Drive Channel Monster. Trustee Corn asked for clarification that this is for repair work and not a replacement. ED Trueblood responded that it is for repair. Ultimately, Trueblood said he would like to eliminate the channel monsters as the maintenance costs on them are high. He continued that the best solution would be the addition of bar screens. Trustee Rauschenberger asked how much on average a year is the maintenance. ED Trueblood responded a rough guess would be \$10,000 a year for each channel monster. Trustee Rauschenberger asked if the cost to replace it will be cheap. ED Trueblood

responded no, it will be expensive, however, it would have a positive impact on the plant pumps and the digestors, and therefore less money would need to be spent on them.

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 ADP WRF PHOSPHORUS REMOVAL IMPROVEMENTS – LIQUID PROCESS FACILITIES AMENDMENT NO. 3 WITH BLACK & VEATCH FOR CONSTRUCTION SERVICES

Trustee McCormack made a motion, seconded by Trustee Bernal, to authorize Executive Director Trueblood to sign Amendment No. 3 with Black & Veatch for the ADP WRF Phosphorus Removal Improvements – Liquid Process Facilities Construction Services for \$1,792,429. Trustee Bernal questioned that this is the project funded through the IEPA Loan. TSD Vogt responded correct as well as MWRDGC who have elected to pay FRWRD directly upfront reducing the total loan amount by 36.2%. Trustee Corn asked if the percent that MWRD is responsible for changes. ED Trueblood responded yes. There are several percentages used for different things and areas. For capital improvements to the liquid process, they contribute 36.2%. For biosolids projects, it is 23.97%. For treating wastewater, it is a percent of operational costs based on their portion of the total flow of the prior year. Trustee Bernal asked how that percent estimate gets included in the budget. ED Trueblood commented that staff has a good idea of predicting what these numbers will be based on monthly flow. Trustee Bernal commented that he would like to see some sort of financial report showing the district's overall construction costs compared to incoming revenues.

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 INTENT TO AWARD THE ADP WRF PHOSPHOROUS REMOVAL LIQUID FACILITIES PROJECT TO JOSEPH J. HENDERSON AND SON, INC.

Trustee McCormack made a motion, seconded by Trustee Hyman, to authorize Executive Director Trueblood to issue a Notice of Intent to Award for the contract to Joseph J. Henderson and Son, Inc., for \$15,918,000 and to subsequently sign the associated agreement with Joseph J. Henderson and Son Inc., upon IEPA loan approval. TSD Vogt commented that she was happy to see the bids come in several million dollars under the engineers estimate. ED Trueblood commented that all three bids were tight together which makes him comfortable with the results.

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

BAR – MOTION TO APPROVE EXECUTION OF CHANGE ORDER NO. 1 TO JOSEPH J. HENDERSON AND SON INC. ON THE NORTH WRF PHOSPHOROUS REMOVAL PROJECT

Trustee Bernal made a motion, seconded by Trustee McCormack, to authorize Executive Director Trueblood to execute Change Order No. 1 to Joseph J. Henderson and Son Inc. for the project, increasing the contract price by \$169,435. TSD Vogt explained that it was discovered that the existing 27-inch North Interceptor sewer that serves areas north of the plant and West Dundee was not shown on the contract drawings and was not considered during the design of the new aeration tanks and now needs to be relocated. She has worked with the contractor to bring the cost down as low as possible. Trustee Rauschenberger asked how this will affect the loan. TSD Vogt responded that there are contingences on the loan that allow for these types of situations, as they do arise, and that ultimately it is less than 1% of the total loan amount which is well within that contingency.

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

President Corn called for a 10 minute break at 9:45 a.m.

FINANCE MANAGER’S REPORT

Finance Manager Uddin presented the board with the financial report for the period ending September 30th. FM Uddin commented that overall user charges as compared to last year September were up 19% mainly due to the 2019 rate increase. Trustee Bernal asked how the engineering department likes Oracle and its abilities to track construction and project costs. TSD Vogt responded that she has had some difficulties getting access to the information she needs, but that she has been working with FM Uddin to try to resolve the issues.

TECHNICAL SERVICES REPORT

TSD Vogt reported that she met with Nicor last week and discovered that District will need to relocate Pump Station 33’s forcemain along IL 25 South of 90 due to construction that Nicor is beginning. Staff should be receiving a letter soon from Nicor indicating their intent to cover the cost of the project and staff will work with Attorney Scheflow to put together an agreement.

TSD Vogt also reported that IAWA has started a public funding committee. This committee will focus on identifying opportunities for member agencies to obtain funding for projects, work on strategies to improve understanding of wastewater needs by legislators, and help develop guidance for member agencies on outreach to obtain funding for projects. The committee is hoping to have significant involvement from trustees at agencies to draw upon their knowledge for this important new focus of IAWA. TSD Vogt will provide the trustees with information on the meeting when it is available. Trustee Rauschenberger asked if there are any lobbyist from IAWA involved. TSD Vogt responded yes, there are three but most involved is Mike Tryon.

STAFF REPORT OF ONGOING STUDY, DESIGN AND CONSTRUCTION PROJECTS

TSD Vogt provided a written update on all projects. Items to note include that the contractor has completed installation on Digester 2 and it is about ready to start up. Also the Pump Station 31 basement is bright and lit up. There was a minor setback when the new forcemain was not passing pressure testing, but they found it to be a joint issue and are now working to fix the problem. Trustee Bernal asked if there was a cost projection for Pump Station 38 improvements. TSD Vogt responded improvements as estimated would cost around \$1.5 million.

EXECUTIVE DIRECTOR'S REPORT

Executive Director reported that the Flood Control Commission will have its last meeting of this year. He will report back on what was discussed. Also given as handouts are Ordinances 822 and 856 outlining the Open Meetings Act and Rules and Procedures for Board Meetings for Trustees to review and familiarize themselves with.

Executive Director Trueblood commented that he will be attending the NACWA Winter Conference in Atlanta Georgia from February 4th-7th. If any Trustees would like to attend please let him know as soon as possible so reservations can be made. ED Trueblood also commented that Trustee Bernal and he will be attending the annual State of City Address by Mayor Kaptain on December 5th, 2019.

ATTORNEY'S REPORT

Attorney Schefflow provided copies of his October 31st invoice detailing services rendered for the month. There were no questions or comments by Board members.

Executive Director commented that there was an Executive Session on the agenda, but it is not needed.

ADJOURN

As there was no additional business, Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to adjourn the meeting at 10:31 A.M. The next meeting is scheduled for 9:00 A.M. Monday, December 16, 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