

Minutes of the Board of Trustees of the Fox River Water Reclamation District held on Monday, January 13, 2020 at the Administration Building at 1957 North LaFox, South Elgin, Illinois. Present were President Bruce Corn, Vice President Benjamin 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 9:07 A.M.

APPROVAL OF DECEMBER 16, 2019 BOARD OF TRUSTEES MINUTES

Trustee Hyman made a motion, seconded by Trustee Bernal, to approve the minutes of the December 16, 2019 Board of Trustees as written. Ayes, Trustees Corn, Bernal, Hyman and Rauschenberger. Nays, none.

APPROVAL OF DECEMBER 16, 2019 BOARD OF TRUSTEES EXECUTIVE MINUTES

Trustee Bernal made a motion, seconded by Trustee Hyman, to approve the minutes of the December 16, 2019 Board of Trustees Executive Session as written. Ayes, Trustees Corn, Bernal, Hyman, 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 \$787,338.00, Corporate Fund \$60,368.98, Capital Improvement \$452,671.78, and Depreciation & Replacement \$369,258.69.

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 two commercial, two industrial, and one public building permits in between meetings. Approximately \$1,000 was collected at this time in connection permit fees in addition to the previously collected service fees.

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

REVIEW OF CONTRACTS AND PURCHASE ORDERS

Executive Trueblood reported that there were two purchase orders over \$10,000 since the last meeting. The first purchase order was to the Polydyne, Inc. for the standard purchase of Polymer off the contracted price. Trustee Rauschenberger asked if this was the new contract pricing or the old. AC Narvaiz responded this is the last order off the old contract. The second purchase order is for repair work on a pump at the Purify Drive Pump Station. Trustee Bernal asked what the cost would be for a new pump. TSD Vogt responded a new pump for this station would probably be at least \$70,000 because of its large capacity.

FOIA REQUESTS

Executive Director Trueblood commented that there was one FOIA in between meetings from a company called LocalLabs requesting information on elected boards and officials. Staff responded to the request. ED Trueblood noted that although the request was for elected officials, staff provided the information for the appointed board members.

OLD BUSINESS

None

NEW BUSINESS

BAR – MOTION TO AWARD POLYMER CONTRACT TO POLYDYNE, INC.

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to authorize Executive Director Trueblood to sign a 2-year contract with Polydyne, Inc. for the purchase of Clarifloc CE-2006 at the specified bid price. Trustee Rauschenberger asked how many pounds are in one tote. TSD Vogt did some math and estimated around 2,280 lbs per tote as they typically hold about 275 gallons. Trustee Rauschenberger likes that staff ran performance tests of different types of polymer to select the most effective polymer at the best price. ED Trueblood responded that Lab Manager Jack Russell does a great job sampling and testing the products for each contract renewal.

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

BAR – MOTION TO APPROVE AGREEMENT WITH MWRDGC FOR THE PHOSPHORUS REMOVAL LIQUID FACILITIES PROJECT

Trustee Hyman made a motion, seconded by Trustee Rauschenberger, to approve the Agreement with MWRDGC for the Phosphorus Removal Liquid Facilities Project. Trustee Bernal commented that he heard some conversation at a different meeting that some representatives from MWRDGC were questioning the large expenses they have to pay to FRWRD and why they must do this. ED Trueblood commented that he has heard these comments before, usually when the District is working on a large improvement project that MWRDGC has to help pay for. Trustee Rauschenberger asked if MWRDGC is able to go elsewhere instead of doing business with FRWRD. ED Trueblood responded, no. He further explained that their only other option would be to build their own plant to discharge into Poplar Creek and it would be extremely difficult to get IEPA to issue a new NPDES permit to discharge there.

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

BAR – MOTION TO APPROVE AMENDMENT NO. 2 TO THE ADP WRF BUILDING 10, 13, AND 35 HVAC IMPROVEMENTS PROJECT WITH STRAND ASSOCIATES

Trustee Bernal made a motion, seconded by Trustee Rauschenberger, to authorize Executive Director Trueblood to sign Amendment No. 2 to the Building 10, 13, and 35 HVAC Improvements Project with Strand Associates for a new contract amount of \$282,000. Trustee Rauschenberger asked where Strand Associates is located. TSD Vogt responded that the closest office to the District is near Joliet, however, the District works with the staff based out of Madison. Trustee Corn asked when the work will begin. TSD Vogt responded early spring with a hopeful completion by late summer.

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

BAR – MOTION TO APPROVE ENGINEERING SERVICES AGREEMENT WITH RJN GROUP, INC. FOR CSO STRUCTURE INSPECTION SERVICES

Trustee Hyman made a motion, seconded by Trustee Bernal, to authorize Executive Director Trueblood to sign the Professional Engineering Services Agreement with RJN Group for CSO Structure Inspection Services for \$14,940. Trustee Rauschenberger asked where the District CSO structures are located. TSD Vogt responded mostly downtown Elgin. Trustee Bernal questioned that the District owns 10 of these structures. TSD Vogt commented yes, there used to be about 15 but they have been slowly eliminated as the City continues sewer separation. TSD Vogt continued the goal of this project is complete the inspections, develop an improvement plan, complete that

work, and then approach the City of Elgin about turning over the ownership to them. Some discussion ensued about the process of separating storm water from wastewater and why the district would like to turn these structures over the City of Elgin. Trustee Rauschenberger commented that he is excited to see the results of these inspections.

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

President Corn called for a 10 minute break at 9:27 a.m.

FINANCE MANAGER'S REPORT

Finance Manager Uddin presented the board with the financial report for the period ending November 31st. FM Uddin commented that the Village of South Elgin (VOSE) was able to identify a significant industrial customer that was not being billed for the District's sewer treatment charges since May of 2018, which explains why the revenues from VOSE have been lower. Staff requested VOSE back bill this customer. Trustee Bernal asked if the customer was paying water billing. FM Uddin responded yes, somehow when VOSE updated their billing software the District's charges on this customer were not applied. Trustee Rauschenberger asked if staff believes that this one customer makes up the revenue difference that staff noticed. FM Uddin responded that the VOSE staff believes that it is all from this one customer but Uddin feels there may be more.

Trustee Bernal commented that he had a meeting with a PMA representative who mentioned they offer Budget Analysis Services. He didn't know what the cost would be to use these services or if District staff is interested but he wanted to pass the information along. FM Uddin commented that lately PMA does not want to maintain the District's investment profile since many of the investments are with different investors now. Trustee Rauschenberger asked if Oracle could track and maintain the investments. FM Uddin responded no, Oracle is strictly a financial system.

TECHNICAL SERVICES REPORT

TSD Vogt reported that due to the significant increase in leachate in the last 18 months staff has been conducting a pilot project at the West WRF to maintain the annual average limit of 1.0 mg/L total phosphorus, which is set to be imposed on March 1, 2020. The testing includes feeding a glycerine solution into the aeration system to increase denitrification and thus improve phosphorus removal by reducing the recycle of nitrate. Since the start of chemical addition on December 30, 2019, effluent nitrogen and phosphorus concentrations have been lower, with phosphorus below the 0.5 mg/L target. If the chemical addition continues to be effective, staff will work with Waste Management to adjust the pricing for leachate discharges to cover the costs of the chemical addition.

TSD Vogt also commented that the IAWA Public Funding Committee has planned a luncheon event for February 3rd at Jimmy's Charhouse in Elgin. IAWA has invited a speaker from DCEO, which will administer a significant amount of the public infrastructure money in the Capital

Bill. Additionally, Mike Tryon will discuss engaging legislators to understand wastewater needs and priorities. Trustee Participation is strongly encouraged.

STAFF REPORT OF ONGOING STUDY, DESIGN AND CONSTRUCTION PROJECTS

TSD Vogt provided a written update on all projects. Items to note include that Digester 2 is completed and has been placed in service. The hatch on Digester 3 failed during testing, this is not part of the construction project but will need to be repaired before it can be put back in service. Also TSD Vogt is pleased to announce that the new Pump Station 31 successfully ran all weekend with no CSO events. Trustee Rauschenberger asked what the plan is for the old pump station. TSD Vogt responded that it will be kept for emergencies only for at least a month and then it will be demolished.

Additionally TSD Vogt reported that Atlas Copco has indicated that two of the blowers have arrived in the U.S. and are awaiting release from customs. All four blowers will be delivered to Houston for testing prior to staged shipment to FRWRD for installation. Attorney Scheflow asked if the engineering work has been completed for the installation of the new blowers. TSD Vogt responded that a final draft of the plans and specifications have been sent to staff for final review. There is still some control information needed from Atlas Copco.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Trueblood reported the NACWA Winter Conference will be held in Atlanta Georgia, February 4-7, 2020. Additionally, ED Trueblood commented that he was asked to do a presentation for Kiwanis Club and he was very pleased with how it went and the questions that the members asked. A printout of the presentation was provided for Board members to read. ED Trueblood also commented that he would like to change the way the District funds the Depreciation and Replacement account and will be presenting new options for the board to discuss in the near future.

ATTORNEY'S REPORT

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

RECESS

Trustee Rauschenberger made a motion, seconded by Trustee Corn, to recess the meeting and enter into Executive Session at 10:25 A.M. Ayes, Trustees Corn, Bernal, Hyman, and Rauschenberger. Nays, none.

RECONVENE

Trustee Rauschenberger made a motion, seconded by Trustee Bernal, to reconvene the Board of Trustees meeting at 10:52 A.M. Ayes, Trustees Corn, Bernal, Hyman, and Rauschenberger. Nays, none.

ADJOURN

As there was no additional business, Trustee Bernal made a motion, seconded by Trustee Hyman, to adjourn the meeting at 10:52 A.M. The next meeting is scheduled for 9:00 A.M. Monday, January 27, 2020. Ayes, Trustees Corn, Bernal, Hyman, and Rauschenberger. Nays, none.

Respectfully Submitted

Kim Narvaiz, Assistant Clerk

APPROVED:

Bruce R. Corn, President

Gary Hyman, Clerk-Treasurer