

Minutes of the Board of Trustees of the Fox River Water Reclamation District held on Monday, April 27, 2020 at the Administration Building at 1957 North LaFox, South Elgin, Illinois. **Due to the Governor's Stay Home orders this meeting took place by Teleconference.** Present in the office was President Bruce Corn. Vice President Benjamin Bernal, Clerk/Treasurer Gary Hyman, Trustee Steve Rauschenberger, and Trustee Marty McCormack were present via teleconference.

Staff present in the office included Executive Director Bob Trueblood, Technical Services Director Beth Vogt, Assistant Clerk Kim Narvaiz and Attorney Doug Scheflow.

President Corn called the meeting to order at 9:09 A.M.

APPROVAL OF APRIL 13, 2020 BOARD OF TRUSTEES MINUTES

Trustee Rauschenberger made a motion, seconded by Trustee Bernal, to approve the minutes of the April 13, 2020 Board of Trustees as written. Ayes, Trustees Corn, Bernal, Hyman, Rauschenberger, 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 \$839,342.57, Capital Improvement \$750.00, Depreciation & Replacement \$48,521.41 and Skyline Fund \$256,096.38.

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

REVIEW OF CONNECTION PERMITS

Technical Services Director Vogt reported that staff issued two Single Family permits in between meetings. Both permits were prepaid service fees.

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

REVIEW OF CONTRACTS AND PURCHASE ORDERS

None

FOIA REQUESTS

None

OLD BUSINESS

None

NEW BUSINESS

**PUBLIC HEARING FY 05/01/20-04/30/21
BUDGET ORDINANCE 923**

At 9:16 A.M. President Corn opened the Public Hearing for the FRWRD fiscal year Budget Ordinance No. 923 beginning May 1, 2020 ending April 30, 2021. Executive Director Trueblood advised there have been no changes or additions to the budget since the tentative Budget was approved on March 16, 2020. Staff formally advertised the notice of Public Hearing and made the Tentative Budget available for public review since March 16, 2020.

Having no questions from members of the public in attendance and hearing no additional comments, President Corn closed the Public Hearing at 9:17 A.M.

**MOTION TO APPROVE-FISCAL YEAR 2020/21 BUDGET AND APPROPRIATION
ORDINANCE 923**

Trustee Bernal made a motion, seconded by Trustee Hyman, to approve Fiscal Year 2020/2021 Budget and Appropriation Ordinance 923.

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

MOTION TO APPROVE 2020 KANSAS CITY LIFE GROUP BENEFITS

Trustee Bernal made a motion, seconded by Trustee McCormack, to authorize Executive Director Trueblood to execute the renewal of the Kansas City Life Group Benefits. Executive Director commented that there was no increase for the Basic Term and ADD.

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

MOTION TO APPROVE 2020 HEALTH AND DENTAL INSURANCE RENEWAL WITH BLUE CROSS BLUE SHIELD

Trustee Bernal made a motion, seconded by Trustee McCormack, to authorize Executive Director Trueblood to execute the renewal of the Health and Dental Insurance Policies as recommended by AJ Gallagher. Trustee Bernal asked if there was any feedback from Gallagher. ED Trueblood responded that originally the renewal came back with a double digit increase but after further review by staff and some conversations between Dave Syverson and staff they were able drop the increase down to 5%.

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

MOTION TO APPROVE PURCHASE ORDER TO GASVODA & ASSOCIATES FOR TWO IN-LINE CHEMICAL OXYGEN DEMAND PROBES

Trustee Bernal made a motion, seconded by Trustee McCormack, to authorize Executive Director Trueblood to sign a purchase order for \$32,638.40 to Gasvoda & Associates for the purchase of two COD probes, one for the ADP Plant and one for the North Plant.

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

MOTION TO APPROVE AMENDMENT NO. 1 TO THE ADP WRF BLOWER REPLACEMENT PROJECT WITH STRAND ASSOCIATES

Trustee Corn made a motion, seconded by Trustee Rauschenberger, to authorize Executive Director Trueblood to sign Amendment No. 1 to the ADP WRF Blower Replacement Project Agreement with Strand Associates for a new contract amount of \$81,100. Trustee Bernal asked if staff has had good communication with Strand Associates regarding the project. TSD Vogt responded yes, the documents are clear and all are confident that the contractor should understand the project.

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

MOTION TO AWARD THE ADP WRF BLOWER REPLACEMENT PROJECT TO BEE LINER LEAN SERVICES

Trustee Bernal made a motion, seconded by Trustee Rauschenberger, to authorize Executive Director Trueblood to sign the Notice of Award for the ADP WRF Blower Replacement Project to Bee Liner Lean Services for \$137,650 and to subsequently sign the associated agreement with Bee Liner Lean Services upon satisfactory review of the bidder's references and qualifications. Trustee Rauschenberger asked where the contractor is based out of. TSD Vogt responded she thinks it is Oak Park based on the return address on their bid, but she would have to check. TSD Vogt continued that staff has checked out all their references which included North Shore Water Reclamation District and a lot of School Districts and all were pleased with the work performed. TSD Vogt commented that Bee Liner has indicated they are using a sub-contractor for the electrical work and Atlas Copco will be hiring a company to integrate the blowers into the District's existing control system.

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

MOTION TO APPROVE PARTIAL RELEASE OF RETAINAGE TO THIENEMAN CONSTRUCTION INC. FOR THE PUMP STATION 31 REPLACEMENT PROJECT

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve the release of retainage to the contractor on completed contract items as presented. Trustee Corn asked if there will still be a final payment after this one. TSD Vogt responded yes, with the issue of the pump capacity still being reviewed and it is unknown at this time when the final payment on the project will be made, the contractor would like to pay in full the subcontractors whose work has been completed for several months. Trustee Corn asked if the contractors are still working now during the Covid Pandemic. TSD Vogt responded yes, a lot of underground site work in being completed. Trustee Corn asked where the generator is going that is currently sitting outside the building. ED Trueblood responded on the south side of the new pump station, once the demolition of the old station is complete a pad will be poured for the generator to permanently be placed.

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

TECHNICAL SERVICES REPORT

Technical Services Director Vogt commented that she did not have a written report at the time packets went out, but she wanted to comment that the Illinois Department of Commerce and Economic Opportunity has been determined that Sanitary Districts can not apply directly for any grants in the first round of funding for infrastructure as they are not "constitutionally recognized local government entities." Instead, Sanitary Districts would need a City to sponsor a project in order to qualify. TSD Vogt continued that IAWA has already submitted a written request asking for changes to be made so that Sanitary Districts can apply on their own and included a legal assessment by Barnes & Thornburg to clarify that Sanitary Districts are truly constitutionally recognized local government entities.

STAFF REPORT OF ONGOING STUDY, DESIGN AND CONSTRUCTION PROJECTS

Technical Services Director Vogt provided a written update on all projects. TSD Vogt commented that staff is planning to run some tests at Pump Station 31 running all 4 pumps together. Trustee Rauschenberger asked if staff thinks the issues at Pump Station 31 are similar to the ongoing issues with the Blowers at ADP Facility. ED Trueblood commented that the problems the District was having with the Blowers was a global problem that was recognized by Atlas Copco. ED Trueblood continued that it is possible the impellers will have to be replaced and Strand may have to participate in the cost to correct them. As of right now, the design engineers and the contractors are still pointing fingers and discussing their positions on the issue. Trustee Bernal commented that he thinks it would be a good idea for Attorney Scheflow to talk to staff about a game plan should any type of legal action be needed.

TSD Vogt continued that the North Plant Phosphorus Removal projects is proceeding. Staff is still determining the best disposal option for the headstones that were found on site. Also the HVAC Improvements at ADP WRF has begun in Building 35 and is moving along.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Trueblood reported that the NACWA Summer Conference in Seattle, Washington has been cancelled. ED Trueblood also reported that Trustee Hyman's appointment has been submitted renewing his term for 3 years. Trustee Rauschenberger extended his congratulations to Trustee Hyman. ED Trueblood also reported that ADP Operator Scott Hansen submitted his resignation with his last day being May 6th. ED Trueblood continued that at this time given the anticipated decrease in revenues due to the Covid19 Pandemic, staff will not be filling this vacant position.

ED Trueblood updated Board members on schedules and procedures since the Governor's Stay at Home order. ED Trueblood commended office staff who have been able to work at home and are doing a great job communicating with their managers and completing their job functions. ED Trueblood continued that beginning on May 3rd, he has decided to slowly bring back operations and maintenance staff back to a new normal with full work hours. West and North Plants as well as the overnight should work well as there is limited staff on site. However, the day crew will be working offset shifts of 6 am – 2 pm and 7 am – 3 pm such that lunches and break times have fewer people at each. ED Trueblood cautioned that all staff will be required to wear a mask when they cannot maintain more than 10 feet between themselves and another person. Employees are encouraged to find a clean alternative place to take breaks and lunches rather than gathering together in the breakroom.

Trustee Bernal commented that he would like to see staff work on some sort of an online presence thru social media. ED Trueblood commented that he agrees, it is something he was working on, but took a back seat with the Finance Managers resignation, however staff will work to make it a priority again.

ATTORNEY'S REPORT

None

ADJOURN

As there was no additional business, Trustee Bernal made a motion, seconded by Trustee McCormack, to adjourn the meeting at 10:01 A.M. The next meeting is scheduled for 9:00 A.M. Monday, May 18, 2020. 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