

Minutes of the Board of Trustees of the Fox River Water Reclamation District held on Monday, April 5, 2021 at the Administration Building at 1957 North LaFox, South Elgin, Illinois. **Due to the ongoing Covid-19 pandemic, this meeting was conducted via Zoom video and audio conference as permitted pursuant to section 7 of the Open Meetings Act.** Audio of the meeting was recorded. Present in the office was President Bruce Corn, Vice President Benjamin Bernal, and Trustee Steve Rauschenberger. Trustee Marty McCormack and Trustee Hyman were present via zoom.

Staff present in the office included Executive Director Bob Trueblood, Senior Project Engineer James Kerrigan, Assistant Clerk Kim Narvaiz. Technical Services Director Beth Vogt and Attorney Doug Schefflow were present via Zoom.

President Corn called the meeting to order at 9:10 A.M.

APPROVAL OF MARCH 8, 2021 BOARD OF TRUSTEES MINUTES

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to approve the minutes of the March 8, 2021 Board of Trustees as written.

There were no questions or comments; President Corn called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Hyman: Aye, Rauschenberger: Aye, McCormack: Aye.

APPROVAL OF MARCH 25, 2021 BOARD OF TRUSTEES SPECIAL MEETING MINUTES

Trustee McCormack made a motion, seconded by Trustee Bernal, to approve the minutes of the March 25, 2021 Board of Trustees Special Meeting as written.

There were no questions or comments; President Corn called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Hyman: Aye, Rauschenberger: Aye, McCormack: Aye.

APPROVAL OF MARCH 25, 2021 BOARD OF TRUSTEES SPECIAL MEETING EXECUTIVE MINUTES

Trustee Bernal made a motion, seconded by Trustee Rauschenberger, to approve the Executive minutes of the March 25, 2021 Board of Trustees Special Meeting as written.

There were no questions or comments; President Corn called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Hyman: Aye, Rauschenberger: Aye, McCormack: Aye.

PUBLIC COMMENT

None

APPROVAL OF CASH DISBURSEMENTS

President Corn read aloud the cash disbursement totals per fund. Disbursements for the Sewer Revenue Fund \$1,673,110.24, Capital Improvement Fund \$1,748,085.74, and Depreciation & Replacement Fund \$73,250.88. Trustee McCormack made a motion, seconded by Trustee Bernal, to approve the Cash Disbursements as presented.

There were no questions or comments; President Corn called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Hyman: Aye, Rauschenberger: Aye, McCormack: Aye.

REVIEW OF CONNECTION PERMITS

Senior Project Engineer Kerrigan reported that staff issued two commercial, three industrial, one public building, and thirty-two single family permits in between meetings. There were also four single-family permits that were reissued. Just over \$67,000 was collected on Connection Fees.

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to approve the Connection Permits as issued. There were no additional questions or comments; President Corn called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Hyman: Aye, Rauschenberger: Aye, McCormack: Aye.

REVIEW OF CONTRACTS AND PURCHASE ORDERS

Executive Director Trueblood reported that there was one purchase order over \$10,000 issued in between meetings. Purchase Order 24848 was issued to Revere Electric Supply Company in the amount of \$86,325.60 for PLC parts and upgrades. This purchase was approved at the previous Board meeting.

FOIA REQUESTS

Executive Director Trueblood reported that there was one FOIA request received since the previous Board Meeting. The request was from a Don Schultz from Clark Baird Smith Law firm asking if FRWRD employees are union and if there is a union contract and to provide copies of salaries and benefit packages. Staff responded to the request in the appropriate amount of time.

Executive Director Trueblood also commented that there was an attempted FOIA from an attorney requesting the District's current Attorney fee and report, but it was not submitted thru the official FOIA portal. Staff did provide the information that was requested. Trustee Bernal asked who the Attorney was that was requesting the information. Executive Director Trueblood responded that the law firm was Bazos, Freeman, Schuster & Pope LLC.

OLD BUSINESS

None

NEW BUSINESS

MOTION TO APPROVE EXTENSION OF BAKER TILLY AGREEMENT FOR AN ADDITIONAL 2 YEARS AS OUTLINED IN THE ORIGINAL AGREEMENT

Trustee McCormack made a motion, seconded by Trustee Bernal, to authorize Executive Director Trueblood to sign the 2-year extension of the 2018 agreement with Baker Tilly for the performance of the annual audits of the District's financial statement for the term of two fiscal years. Trustee Rauschenberger asked if staff is happy with Baker Tilly. Executive Director Trueblood responded overall yes, he continued that Attorney Schefflow did send an email over the weekend and would like some explanations on a few items in the contract. Trustee Bernal asked if these questions or proposed changes would stop the contract and if this item should be tabled until the next Board meeting. Attorney Schefflow responded that the questions are not substantial, he would just like some clarification on some items. Executive Director Trueblood responded that his preference at this time is not to table this item with the impending maternity leave of the District Accountant, he continued that the added text is more than likely related to the single audit but if after Attorney Schefflow's questions are answered he is not comfortable with the contract, staff will not sign the contract.

There were no further questions or comments; President Corn called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Hyman: Aye, Rauschenberger: Aye, McCormack: Aye.

MOTION TO APPROVE EXECUTION OF AN AGREEMENT WITH THE USGS ON BEHALF OF THE FOX RIVER STUDY GROUP FOR \$79,500

Trustee Bernal made a motion, seconded by Trustee Rauschenberger, to authorize Executive Director Trueblood to enter into an agreement with the USGS for the funding of the monitoring of the Fox River at Stratton Dam. Executive Director Trueblood commented that this renewal is \$10,000 less than the initial contract, but that this is a pass thru cost and will be reimbursed to the District 100% from the Fox River Study Group. Trustee Rauschenberger asked why the reason for the price cut. Executive Director Trueblood responded that since it is a renewal, there are no initial installation fees as all the equipment is already installed.

There were no additional comments; President Corn called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Hyman: Aye, Rauschenberger: Aye, McCormack: Aye.

MOTION TO APPROVE AWARD OF SODIUM BISULFITE CONTRACT TO ALEXANDER CHEMICAL CORPORATION

Trustee Hyman made a motion, seconded by Trustee Rauschenberger, to authorize Executive Director to sign a 1-year contract with Alexander Chemical Corporation for the purchase of liquid sodium bisulfite at the specified bid price of \$1.98 per gallon.

There were no questions or comments; President Corn called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Hyman: Aye, Rauschenberger: Aye, McCormack: Aye.

MOTION TO APPROVE AWARD OF SODIUM HYPOCHLORITE CONTRACT TO OLIN CHLOR ALKALI PRODUCTS AND VINYL

Trustee Rauschenberger made a motion, seconded by Trustee Bernal, to authorize Executive Director to sign a 1-year contract with Olin Chlor Alkali Products for the purchase of liquid sodium hypochlorite at the specified bid price of \$0.67 per gallon. Executive Director pointed out that this is another decrease in contract pricing for chemicals.

There were no questions or comments; President Corn called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Hyman: Aye, Rauschenberger: Aye, McCormack: Aye.

MOTION TO APPROVE ANNEXATION ORDINANCE NO. 932 FOR PULTE HOMES CORPORATION, TRAILS OF SILVER GLEN (PHASE 1) RESIDENTIAL SUBDIVISION, SOUTH ELGIN

Trustee Hyman made a motion, seconded by Trustee Bernal, to adopt Ordinance No. 932 for annexation of the Trails of Silver Glen Phase 1 Residential Subdivision located in South Elgin. Trustee Bernal asked for clarification on the 12% abatement. Executive Director explained that when the development is not annexed into the District and not paying taxes to FRWRD, there is a 12% surcharge on user charges. However, now that they will be annexed, this 12% surcharge will no longer apply.

There were no additional questions or comments; President Corn called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Hyman: Aye, Rauschenberger: Aye, McCormack: Aye.

MOTION TO APPROVE ANNEXATION ORDINANCE NO. 933 FOR PULTE HOMES CORPORATION, TRAILS OF SILVER GLEN (PHASE 2) RESIDENTIAL SUBDIVISION, SOUTH ELGIN

Trustee Rauschenberger made a motion, seconded by Trustee Bernal, adopt Ordinance No. 933 for annexation of the Trails of Silver Glen Phase 2 Residential Subdivision located in South Elgin. Executive Director Trueblood commented that this is the same subdivision as the previous bar just Phase 2 that different PIN numbers.

There were no questions or comments; President Corn called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Hyman: Aye, Rauschenberger: Aye, McCormack: Aye.

MOTION TO APPROVE ORDINANCE NO. 934 REGULATING COMMERCIAL AND INDUSTRIAL CREDIT METER PROGRAM

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to approve Ordinance 934 Regulating Commercial and Industrial Credit Meter Program.

There were no questions or comments; President Corn called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Hyman: Aye, Rauschenberger: Aye, McCormack: Aye.

DISCUSSION ONLY - BUDGET REVIEW

Executive Director Trueblood provided Board members with an overview of the District's projected income per fund for Fiscal Year 2022. This projection includes a suggested 10% user rate increase. Currently leachate income from Waste Management is up, however, with new regulations on PFAS this could change. Another large unknown is the cost and expense of Healthcare. Executive Director Trueblood continued that Fiscal Year 2022 will peak with debt as projects close out and enter into repayment. The Board will need to determine how they would like to fund the corporate fund after fiscal year 2022 as the debt will be greater than the income. There is a potential opportunity to sell raw digester gas to a company as an additional revenue source. Staff could look into this option if it is something that the Board would like to consider. Trustee Rauschenberger asked what is the rationale behind the suggested 10% rate increase for fiscal year 2022. Executive Director Trueblood responded that the phosphorus removal capital improvement requirements will more than double the debt and loan payments and if the District does not continue to accommodate for these new required expenses there will be insufficient funds very soon down the road.

TECHNICAL SERVICES REPORT

None

STAFF REPORT OF ONGOING STUDY, DESIGN AND CONSTRUCTION PROJECTS

Senior Project Engineer Kerrigan provided a written update on all projects. Some items to note include:

- Quotes for the Pump station 38 force main repair work near the Thornton's Gas station on Route 31 came in higher than expected so bid documents are now being prepared and staff will need to bid out the work.
- Staff has completed the asbestos testing and removal at the residence adjacent to Pump Station 31 and is now preparing bid documents for the demolition. The Historical District Association needs to evaluate the house before demo but staff does not see any concerns as to why they would delay demolition.

- Contractors working on the North WRF Phosphorus Removal projects discovered some natural gas lines that were leaking. There will be a small change order presented at the next meeting for these repairs.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Trueblood provided a written report. Some items to note include:

- About 10% of District employees have been vaccinated against COVID-19. Staff continues to encourage all employees to get vaccinated as soon as they are able to.
- No news on the stolen check. Staff continues to communicate with both JP Morgan Chase and Fifth/Third for updates.
- The February Financial statement was provided for review. On average, the District is spending less than what was budgeted for fiscal year 2021.
- NACWA has officially cancelled the in person summer conference for 2021. As they discovered that most agencies are not allowing employees to travel unless they are fully vaccinated, which is the approach the District is taking as well.

ATTORNEY'S REPORT

None

RECESS

Trustee Rauschenberger made a motion, seconded by Trustee Bernal, to recess the meeting and enter into Executive Session and allow Trustees that are remote to participate in the Executive session at 10:31 A.M. President Corn called for a vote. Ayes, Trustees Corn, Bernal, Rauschenberger, Hyman and McCormack. Nays, none.

RECONVENE

Trustee Bernal made a motion, seconded by Trustee Rauschenberger, to reconvene the Board of Trustees meeting at 10:54 A.M. President Corn called for a vote. Ayes, Trustees Corn, Bernal, Rauschenberger, Hyman and McCormack. Nays, none.

ADJOURN

As there was no additional business, Trustee Bernal made a motion, seconded by Trustee Rauschenberger, to adjourn the meeting at 10:55 A.M. The next meeting is scheduled for 9:00 A.M. Monday, April 26, 2021. President Corn called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Hyman: Aye, Rauschenberger: Aye, McCormack: Aye.

Respectfully Submitted

Kim Narvaiz, Assistant Clerk

APPROVED:

Bruce R. Corn, President

Gary Hyman, Clerk-Treasurer