

Minutes of the regular meeting of the Board of Trustees of the Fox River Water Reclamation District held on Monday, July 19, 2021 at the Administration Building at 1957 North LaFox, South Elgin, Illinois. Present in the office were President Benjamin Bernal, Vice President Bruce Corn, Trustee Steve Rauschenberger, Trustee Marty McCormack and Trustee Gary Hyman.

Others present included Executive Director Bob Trueblood, Technical Services Director Beth Vogt, Assistant Clerk Kim Narvaiz, Attorney Doug Schefflow and Attorney Michael Airdo.

President Bernal called the meeting to order at 9:08 A.M.

APPROVAL OF JUNE 21, 2021 BOARD OF TRUSTEES MINUTES

Trustee Hyman made a motion, seconded by Trustee McCormack, to approve the minutes of the June 21, 2021 Board of Trustees as written. There was no discussion; President Bernal called for a vote. Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack. Nays, none

PUBLIC COMMENT

None

APPROVAL OF CASH DISBURSEMENTS

Executive Director Trueblood read aloud the cash disbursement totals per fund. Disbursements are: Sewer Revenue Fund \$1,311,533.99, Capital Improvement Fund \$1,129,130.12, and Depreciation & Replacement Fund \$49,413.83. ED Trueblood commented that this month the Sewer Revenue fund disbursements included the yearly Illinois EPA NPDES permit fees, which total \$134,000. Trustee Hyman asked about the check to A to Z Rentals. ED Trueblood responded that there are some tools that District staff needs on occasion that is better to rent for the day than to buy and store permanently.

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to approve the Cash Disbursements as presented. There were no further comments; President Bernal called for a vote. Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack. Nays, none

REVIEW OF CONNECTION PERMITS

There were two Commercial, three Industrial and two single family permits issued in between meetings. Approximately \$2,500 was collected. Trustee Hyman made a motion, seconded by Trustee McCormack, to approve the Connection Permits as issued. Trustee Bernal asked for an explanation on the permits that are listed as re-issued. Technical Services Director Vogt explained that permits are valid for 2 years before they expire and would need to be re-issued. Often times this is needed for residential developments as the homes are built. There were no further questions

or comments; President Bernal called for a vote. Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack. Nays, none

REVIEW OF CONTRACTS AND PURCHASE ORDERS

Executive Director (ED) Trueblood reported that there were four purchase orders over \$10,000 issued in-between meetings. The first was to Evoqua Water Technologies to purchase new drive systems for the final contact tank at the North Plant. The second was to B&H Foto & Electronics for computer parts and upgrades to systems due to the increased hacking activity nationally. The third Purchase Order was to Emtec Consulting Services to conduct a performance evaluation on Oracle. The fourth and final Purchase Order was to Polydyne, Inc. for a standard order of Polymer. No action was necessary by the board.

FOIA REQUESTS

ED Trueblood indicated that three requests were sent through the FOIA portal, however, none were actual FOIAs. Two were solicitation and the third was a new resident to the Skyline area that the District sold in 2019, so they were directed to call Aqua Illinois.

OLD BUSINESS

None

NEW BUSINESS

MOTION TO APPROVE AWARD OF SOUTH ELGIN SEWER CLEANING AND TELEVISIONING CONTRACT TO NATIONAL POWER RODDING

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to award South Elgin Sewer Cleaning and Televisioning Project to National Power Rodding for \$53,685.00 and authorize Executive Director Trueblood to execute the associated agreement with National Power Rodding.

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

MOTION TO APPROVE PROPOSAL FOR DANA DRIVE VIRTUAL HOST REPLACEMENT AGREEMENT WITH ENHANCED NETWORKS, INC

Trustee McCormack made a motion, seconded by Trustee Hyman, to authorize Executive Director Trueblood to sign the Dana Drive Virtual Host Replacement Agreement with Enhanced Networks, INC. for \$69,595.28

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

MOTION TO APPROVE COST PROPOSAL NO. 31 TO JOSEPH J HENDERSON AND SON, INC. ON THE NORTH WRF PHOSPHOROUS REMOVAL PROJECT

Trustee Hyman made a motion, seconded by Trustee McCormack, to approve the approve Cost Proposal No. 31 to issue a Work Change Directive to Joseph J Henderson and Son, Inc. on the North WRF Phosphorous Removal Project. Technical Services Director commented that this is for minor electrical work to correct the wiring for the emergency stops to operate correctly.

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

MOTION TO APPROVE AGREEMENT WITH STRAND FOR IEPA WATER QUALITY MONITORING REPORT

Trustee Hyman made a motion, seconded by Trustee Rauschenberger, to authorize Executive Director Trueblood to sign the Professional Engineering Services Agreement for CSO 004 Monitoring Report with Strand Associates for \$23,000. Trustee Bernal asked if this was done previously. TSD Vogt responded yes, the District is required to submit a CSO Monitoring Report to the IEPA as part of the Long-Term Control Plan special conditions in our NPDES permit, the last time it was submitted was 2017. Trustee Bernal asked if Strand Associates were the engineers for the last CSO report. TSD Vogt responded yes.

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

MOTION TO APPROVE USEPA- PRETREATMENT ADMINISTRATIVE ORDER ON CONSENT

Trustee McCormack made a motion, seconded by Trustee Hyman, to approve the USEPA- Pretreatment Administrative Order on Consent, subject to final Attorney review and approval. TSD Vogt commented that staff received news that the proposed changes were accepted and are expecting documents to sign soon. USEPA expect the signature quickly, which is why staff is requesting Board approval now. TSD Vogt continued that Barnes and Thornburg did review the documents and provided a few comments for language changes with the main change related to clarifying our ability to dispute any future fines if proposed by USEPA. Trustee Hyman asked if it is common practice to hire an outside Attorney instead of using the District's appointed attorneys. Attorney Airdo responded yes, as environmental law is a specialty. TSD Vogt commented that Barnes and Thornburg are very experienced in reviewing these types of documents and know exactly what to look for and therefore it is very efficient to use an outside attorney in this situation.

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

MOTION TO APPROVE EXECUTIVE DIRECTOR SALARY ADJUSTMENT

Agenda Item moved until after Executive Session

TECHNICAL SERVICES REPORT

Technical Services Director reported that Staff received a draft of the low-income water assistance program that is out for comment through July 30th from Illinois DCEO. The program would allow agencies to receive compensation from the state for accounts of low-income users that are in arrears. For FRWRD to participate in this program, we will need to partner with the Village of South Elgin and the City of Elgin, as we do not directly bill the users or have direct account information. Trustee Bernal asked how does the District know the delinquency amounts. Executive Director Trueblood responded that we receive monthly reports from the City of Elgin and the Village of South Elgin. Trustee Rauschenberger asked if the City of Elgin places liens on delinquent accounts. Attorney Schefflow responded yes, they could. Trustee Hyman asked about checking the City of Elgin and Village of South Elgin to ensure the numbers they are providing are correct. Technical Services Director Vogt replied yes, we have the ability to audit them at any time and periodically staff will request information on certain houses to ensure billings are correct.

STAFF REPORT OF ONGOING STUDY, DESIGN AND CONSTRUCTION PROJECTS

Technical Services Director Vogt provided a written update on all projects. TSD Vogt highlighted the following:

- Staff had a meeting with Stand Associates last week. Final costs that involve the impeller replacement and the work involved in determining the hydraulic issues are being finalized.
- Contractors are working on the last tie in for the North Plant Phosphorus Removal project and indicate they are track to meet the completion date of August 31st.
- ADP Struvite project is having some ragging problems, but there is a screening study underway that will help with this issue. The Struvite project has now reached substantial completion so the loan will go into repayment.
- Staff only received one bid for the Pump Station 38 Forcemain Repair and the unit price work was unreasonably high. Staff will bring this item to the Board next meeting to officially reject the bid, and staff will work to rebid the project in late fall when construction work has slowed down.
- The force main river crossing project is under public comment.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Trueblood reported that Fifth Third has issued a cashier's check to Chase of the funds that were fraudulently stolen back in September of 2020. Staff is now working with

Chase to get the funds credited into FRWRD's Corporate account. In late June staff determined another check had been stolen from a different Chase account in the amount of \$1,461.558. In this case the Payee Name and Address were washed and changed before it was cashed at a Wells Fargo. Since then staff has taken considerable measures to increase security for all the Chase accounts. All checks now need to be approved by staff before they are cashed for payment.

Trustee Hyman asked if staff has looked anymore into building a new garage. He is concerned at the amount of District vehicles that stay parked outside in the elements. Executive Director Trueblood commented that with the extensive projects that the District has had going on, staff had not prioritized this project. Now as things are wrapping up on the phosphorus projects, staff will begin the process to conduct a needs assessment.

ATTORNEY'S REPORT

Attorney Scheflow provided copies of his June 30th invoice in the Board packet detailing services rendered for the month. Board Members had no questions or comments.

President Bernal called for a 10-minute break at 10:03 A.M. and called the meeting back to order at 10:15 A.M.

RECESS

Trustee Bernal made a motion, seconded by Trustee McCormack, to recess the meeting and enter into Executive Session at 10:16 A.M. President Bernal called for a Roll Call Vote: Trustees Corn: Aye, Bernal: Aye, Rauschenberger: Aye, McCormack: Aye, Hyman: Aye.

RECONVENE

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

MOTION TO APPROVE EXECUTIVE DIRECTOR SALARY ADJUSTMENT

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve a new salary amount of \$188,000 for the Executive Director and retroactively pay to the anniversary of previous salary adjustments. Additionally, a onetime \$5,000 bonus was approved for Executive Director Trueblood.

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

July 19, 2021

ADJOURN

As there was no additional business, Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to adjourn the July 19, 2021 meeting at 10:54 A.M. President Bernal called for a vote. Ayes, Trustees Bernal, Corn. Hyman, Rauschenberger, McCormack. Nays, none

The next meeting is scheduled for 9:00 A.M. Monday, August 16th, 2021.

Respectfully Submitted

Kim Narvaiz, Assistant Clerk

APPROVED:

Benjamin Bernal, President

Gary Hyman, Clerk-Treasurer