

Minutes of the regular meeting of the Board of Trustees of the Fox River Water Reclamation District held on Wednesday, January 12, 2022 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, and Trustee Martin McCormack. Present Via Zoom was Trustee Gary Hyman.

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

President Bernal called the meeting to order at 5:44 P.M.

**APPROVAL OF THE DECEMBER 15, 2021 BOARD OF TRUSTEES MINUTES**

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to approve the minutes of the December 15, 2021 Board of Trustees as written.

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

**APPROVAL OF THE DECEMBER 15, 2021 EXECUTIVE SESSION BOARD OF TRUSTEES MINUTES**

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve the Executive Session minutes of the December 15, 2021 Board of Trustees as written.

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

**PUBLIC COMMENT**

None

**APPROVAL OF CASH DISBURSEMENTS**

Executive Director Trueblood read aloud the cash disbursement totals per fund. Disbursements are: Sewer Revenue Fund \$1,194,887.70, Capital Improvement Fund \$1,682,888.80, Depreciation & Replacement Fund \$109,968.51.

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve the Cash Disbursements as presented. There was no discussion; President Bernal called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Rauschenberger: Aye, McCormack: Aye, Hyman: Aye.

**REVIEW OF CONNECTION PERMITS**

There were two Commercial, one hundred sixty-six Single Family, and one hundred thirty-seven Multi-Family permits issued in between meetings. Approximately \$500 was collected in connection fees and the others were all prepaid service fees. Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve the Connection Permits as issued.

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

**REVIEW OF CONTRACTS AND PURCHASE ORDERS**

Executive Director Trueblood reported that there was one purchase order over \$10,000 issued between Board meetings. It was as follows:

- Polydyne, Inc. in the amount of \$16,261 for an order of Polymer. This is a contract agreement price.

**FOIA REQUESTS**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

**MOTION TO AUTHORIZE STAFF TO BEGIN SALE PROCESS WITH DISTRICT'S ATTORNEY FOR 901 RAYMOND AVE PARKING LOT, ELGIN**

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to authorize staff to work with the District's attorney to start the process of selling the property at 901 Raymond Street. Trustee Rauschenberger asked for a brief outline on how this process will work. Attorney Airdo responded that he will work with staff to begin this process and the Board will have to set a price for the property. Trustee Corn asked if the tankers that were stored on this property were sold. Executive Director Trueblood responded, no, they were just being used today.

At the conclusion of discussions; President Bernal called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Rauschenberger: Aye, McCormack: Aye, Hyman: Aye.

**MOTION TO APPROVE RESOLUTION NO. 512 AUTHORIZING EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT WITH THE VILLAGE OF SLEEPING HOLLOW**

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to approve Resolution 512 Authorizing Execution of an Intergovernmental Agreement with Sleepy Hollow.

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

**MOTION TO APPROVE ANNEXATION ORDINANCE 940 FOR 31.81 ACRES BY AG-HS DEVELOPMENT PORTFOLIO SUBSIDIARY, LLC, ELGIN, IL**

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to adopt Ordinance No. 940 for annexation of 31.81 acres by AG-HS Development Portfolio Subsidiary, LLC located in Elgin. Trustee Bernal asked if Phase 1 fees were paid in full. Technical Services Director Vogt responded yes.

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

**MOTION TO APPROVE CHANGE ORDER NO. 2 TO IHC CONSTRUCTION COMPANIES LLC. ON THE ADP WRF CLARIFIER DRIVE REHABILITATION PROJECT**

Trustee Hyman made a motion, seconded by Trustee McCormack, to approve Change Order No. 2 to IHC Construction Companies LLC., on the ADP WRF Clarifier Drive Rehabilitation Project.

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

**MOTION TO APPROVE FOX RIVER STUDY GROUP APPOINTMENT**

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to approve the appointment of Technical Services Director Beth Vogt to serve on the Fox River Study Group Board of Directors for the calendar year 2022 as the representative for FRWRD.

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

## **TECHNICAL SERVICES REPORT**

Technical Services Director Vogt reported that members of the IAWA Public Funding and SRF committees had a second discussion with Gary Bingenheimer, the Section Manager of the Revolving Loan program at IEPA on January 6<sup>th</sup>. The 49% principle forgiveness to disadvantaged communities required in the program was again discussed. Gary reiterated that IEPA plans to continue with its program requirements for qualifying for disadvantage community status and principle forgiveness. The Trustees discussed ideas on hiring a lobbyist and working with the other municipalities that are not considered ‘disadvantaged’ under the IEPA criteria to work with the IEPA and show why the programs should be of benefit to them as well. Trustee Rauschenberger indicated he could write up some ideas but it would be very beneficial to find someone with grant knowledge and who also understands the IEPA.

Also new this month, FRWRD staff had a zoom meeting with staff from the Village of South Elgin on January 6<sup>th</sup>. The meeting focused on opening communication in community development and billing. The goal is to hold these meetings quarterly and hopefully in the future to have the public works representatives from the Village present as well. FRWRD staff will inquire about setting up something similar with the City of Elgin.

## **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:

- The North WRF Phosphorus Removal project is complete and staff is currently working with the consultant on project closeout documents as well as compiling record drawings for the project.
- The ADP WRF Phosphorus Removal has reached substantial completion and staff is now operating the facility with assistance as necessary from the Contractor. Punch list and final site cleanup work is now underway.
- Staff had a conversation with Eric Weiss from the City of Elgin and it was decided that FRWRD would look into building our own well to supply process water and downsize the city water connection. This will eliminate the need to build a new water meter building at the North Plant.
- The South Elgin CCTV and Sewer Cleaning is complete and now up to date for CMOM requirements. The contractor is currently compiling the final data to submit to the District.

## **EXECUTIVE DIRECTOR’S REPORT**

Executive Director Trueblood reported on several items. Highlights include the following:

- FRWRD continues to have a mask mandate in place to help stop the spread of Covid-19. Currently there was one employee out due to Covid-19, however, they were on vacation when the positive test occurred, not at work.

- The November 2021 Financial Statements were presented for review. Executive Director Trueblood commented that user fees are up 10.5% to date for the year.
- Executive Director Trueblood commented that staff has been buying some chemicals in higher quantities as it has become more difficult to secure delivery dates.
- Lastly, staff is looking into the option of paying off the Digester and Sludge Forcemain IEPA loans early to save on the interest.

President Bernal called for a 10-minute break at 6:22 P.M. and called the meeting back to order at 6:35 P.M.

**RECESS**

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to recess the meeting and enter into Executive Session at 6:35 P.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 McCormack, to reconvene the Board of Trustees meeting at 7:46 P.M. President Bernal called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Rauschenberger: Aye, McCormack: Aye, Hyman: Aye.

**ADJOURN**

As there was no additional business, Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to adjourn the January 12, 2022 meeting at 7:47 P.M. The next meeting is scheduled for 5:30 P.M. Wednesday, February 16, 2022. President Bernal called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Rauschenberger: Aye, McCormack: Aye, Hyman: Aye.

Respectfully Submitted

Kim Narvaiz, Assistant Clerk

APPROVED:

Benjamin Bernal, President

Gary Hyman, Clerk-Treasurer