

Minutes of the regular meeting of the Board of Trustees of the Fox River Water Reclamation District held on Wednesday, June 8, 2022 at the Administration Building at 1957 North LaFox, South Elgin, Illinois. Present were President Benjamin Bernal, Vice President Martin McCormack, Clerk/Treasurer Gary Hyman, Trustee Steve Rauschenberger, and Trustee Beth Penesis.

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 5:33 P.M.

APPROVAL OF THE MAY 18, 2022 BOARD OF TRUSTEES MINUTES

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve the minutes of the May 18, 2022 Board of Trustees as written.

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

APPROVAL OF THE MAY 18, 2022 EXECUTIVE SESSION BOARD OF TRUSTEES MINUTES

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to approve the Executive Session minutes of the May 18, 2022 Board of Trustees as written.

There was no discussion; President Bernal called for a vote; Ayes, Trustees Bernal, McCormack, Hyman, Rauschenberger, Penesis. 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 \$1,402,606.92, Capital Improvement Fund \$4,040, Depreciation & Replacement Fund \$19,522.09 and Corporate Fund \$117,458.76. Trustee Bernal asked about the check to Oracle. Executive Director Trueblood responded that staff is still using Oracle while we transition to the new accounting software Traverse. The contract with Oracle is through November 2022.

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to approve the Cash Disbursements as presented. There was no other discussion; President Bernal called for a vote; Ayes, Trustees Bernal, McCormack, Hyman, Rauschenberger, Penesis. Nays, none

REVIEW OF CONNECTION PERMITS

There were nine Commercial, and one Single Family permits issued in between meetings. Approximately \$3,750 was collected in connection fees and the others were all prepaid service fees. Trustee Hyman made a motion, seconded by Trustee Penesis, to approve the Connection Permits as issued.

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

REVIEW OF CONTRACTS AND PURCHASE ORDERS

Executive Director Trueblood reported that there were four purchase orders over \$10,000 issued between Board meetings. They are as follows:

- Perkin Elmer Health Sciences, Inc. in the amount of \$19,998.72 for the annual ICP/GFAA Service Contract.
- Gasvoda & Associates, Inc. in the amount of \$11,375.40 for SCADA related equipment.
- Xylem Water Solutions USA in the amount of \$28,714 for a submersible Mixer for the Thickener Building Blend Well
- Clean Infusion LLC in the amount of \$60,247 for the West Plant Diffuser Replacement Project.

FOIA REQUESTS

Executive Director Trueblood reported that there was one FOIA request in between meetings from a Patrick McGrath requesting a copy of the District's most recent employee compensation report.

OLD BUSINESS

None

NEW BUSINESS

MOTION TO APPROVE ANNEXATION ORDINANCE NO. 945 FOR 25.859 ACRES BY CHRIST COMMUNITY CHURCH, 37W100 BOLCUM ROAD, ST. CHARLES

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to adopt Ordinance No. 944 for annexation of 25.859 acres by Christ Community Church.

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

MOTION TO APPROVE PERMITTING AND PRETREATMENT COORDINATOR JOB DESCRIPTION

Trustee McCormack made a motion, seconded by Trustee Hyman, to approve the Permitting and Pretreatment Coordinator Job Description. Trustee Bernal asked for an explanation of this change. Technical Services Director Vogt responded that the change comes from the retirement of long-time employee Doug Sohn. Pretreatment Coordinator Dacka was interested in taking on the additional responsibilities, so this new position was created. Staff will evaluate how the workload of doing both jobs works out and is open to filing the engineering assistant position in the future, if needed.

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

MOTION TO APPROVE AUTHORIZE STAFF TO PAY UTILITY AND CREDIT CARD BILLS PRIOR TO THE NEXT MEETING SUBJECT TO BOARD PRESIDENT REVIEW AND APPROVAL

Trustee McCormack made a motion, seconded by Trustee Penesis, to authorize staff to pay utility and credit card bills prior to the next meeting subject to Board President review and approval.

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

MOTION TO APPROVE FY 2023 STAFF SALARY ADJUSTMENTS

Trustee Hyman made a motion, seconded by Trustee Rauschenberger, to approve the staff salary adjustments as presented.

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

RECESS

Trustee McCormack made a motion, seconded by Trustee Penesis, to recess the meeting and enter into Executive Session at 5:43 P.M. President Bernal called for a vote; Ayes, Trustees Bernal, McCormack, Hyman, Rauschenberger, Penesis. Nays, none

RECONVENE

President Bernal announced the Executive Session had concluded and called the regular Board of Trustees Meeting back to order at 6:15 P.M.

MOTION TO APPROVE FY 2023 PAY GRADE ASSIGNMENT RANGES

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve the proposed FY 2023 Pay Grade Assignment Ranges based on the salary adjustment approved by the Board. Trustee Rauschenberger asked if Human Resources helped develop these pay grade changes. Executive Director Trueblood responded yes.

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

MOTION TO APPROVE DESTRUCTION OF AUDIO TAPES OF EXECUTIVE SESSIONS

Trustee Hyman made a motion, seconded by Trustee McCormack, that the current Executive Session minutes not be released at this time. Additionally, he moved that the Board of Trustees President and/or Clerk-Treasurer be authorized to destroy all audio tapes of Executive Sessions recorded prior to January 1, 2021. Attorney Airdo commented that staff can only recommend that the tapes be destroyed but the Board members need to review the Executive Minutes themselves to determine what they want to release or not.

Trustee McCormack made a new motion, seconded by Trustee Rauschenberger, to authorize Board of Trustees President and/or Clerk-Treasurer to destroy all audio tapes of the Executive Session recorded prior to January 1, 2021.

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

MOTION TO APPROVE EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to extend Executive Director Trueblood's contract an additional 6 months.

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

TECHNICAL SERVICES REPORT

Technical Services Director Vogt reported that P.A. 102-865 (formerly SB 3905) has been signed by the Governor to establish the Municipal Water and Wastewater Funding Study Committee. The committee will review the IEPA requirements for qualifying for disadvantaged community loan program benefits such as lowered interest rates, longer loan periods, and loan forgiveness. Beth Vogt has been proposed by the Illinois Association of Wastewater Agencies as the “representative of a statewide organization representing wastewater agencies.”

Additionally, TSD Vogt reported that a press event was held Wednesday, June 1st at 1:45 pm with Senator Dick Durbin, Congressman Raja Krishnamoorthi, State Senator Cristina Castro, State Representative Anna Moeller, Kane County Chair Corinne Pierog, Mayor Dave Kaptain, the Director of IDNR, the US Army Corps of Engineer District Commander, and Beth Vogt representing the Fox River Study Group (FRSG) regarding restarting of the Fox River Connectivity & Habitat Study. The study will look at improvements such as dam removal for improving water quality and habitat along the river.

STAFF REPORT OF ONGOING STUDY, DESIGN AND CONSTRUCTION PROJECTS

Technical Services Director Vogt provided a written update on all projects. Highlights include the following:

- The ADP WRF Phosphorus removal project is complete and staff is operating the facility to optimize the treatment process with assistance from the design engineer.
- The ADP WRF Belt Filter Press Rehab project has been advertised for bids and is anticipated to be presented for award at the next Board meeting.
- The Pump Station 31 fencing project has also been advertised for bids and is anticipated to be presented for award at the next Board meeting.

EXECUTIVE DIRECTOR’S REPORT

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

- On April 29, 2022, the District received a reimbursement of \$1,175.00 for the check that was stolen in March of 2021. The original check amount was for \$1,461.58, so the reimbursement was 80% of the initial value of the check. The reimbursement process was between Chase and Wells Fargo.
- The annual employee Baseball game outing for this year is scheduled for July 2, 2022 at 6:30 P.M. If any trustees are interested in attending, please let staff know so tickets can be reserved. Trustee Bernal asked if employees still enjoy the baseball game and would be curious in a survey to see what other types of outings they would like.

ADJOURN

As there was no additional business, Trustee Penesis made a motion, seconded by Trustee McCormack, to adjourn the June 8, 2022 meeting at 6:28 P.M. The next meeting is scheduled for 5:30 P.M. Wednesday, July 13, 2022. President Bernal called for a vote; Ayes, Trustees Bernal, McCormack, Hyman, Rauschenberger, Penesis. Nays, none

Respectfully Submitted

Kim Narvaiz, Assistant Clerk

APPROVED:

President

Clerk/Treasurer