

**MINUTES OF A MEETING OF THE
ADMINISTRATION COMMITTEE
OF THE DUPAGE WATER COMMISSION
HELD ON THURSDAY, AUGUST 17, 2017
600 EAST BUTTERFIELD ROAD
ELMHURST, ILLINOIS 60126**

Commissioner Healy called the meeting to order at 6:15 P.M.

Committee members in attendance: J. Broda, J. Healy, D. Novotny, R. Obarski and J. Zay (arrived at 6:23 P.M.)

Committee members absent: None

Also in attendance: J. Rodriguez and J. Spatz (arrived at 6:20 P.M.)

Commissioner Obarski moved to approve the Minutes of the June 15, 2017, Administration Committee meeting. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Commissioner Broda moved to recommend approval Resolution R-18-17: A Resolution Authorizing and Ratifying the Disposal of Certain Personal Property Owned by the DuPage Water Commission. Seconded by Commissioner Obarski and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Commissioner Obarski moved to recommend approval Resolution R-24-17: A Resolution Releasing Certain Executive Session Meeting Minutes at the August 17, 2017, DuPage Water Commission Meeting. Seconded by Commissioner Obarski and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

After some brief discussion, Commissioner Broda moved to recommend approval the Request for Board Action to Authorize the Execution of a Consulting Agreement with Rory Group, LLC., for a one year period, in an amount not to exceed \$18,000.00. Seconded by Commissioner Novotny and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

General Manager Spatz arrived at 6:20 P.M.

General Manager Spatz reviewed the draft Drug and Alcohol Policy with the Committee Members. Commissioner Obarski stated that it is a good set of procedures and asked if training would be included when the policy is put into effect. He replied that staff will be trained when the policy is enacted.

Chairman Zay arrived at 6:23 P.M.

After some brief discussion, the Committee Members agreed that the policy was well written. General Manager Spatz stated that the next step will be to review the policy with the supervisors.

Minutes 8/17/17 Administration Committee Meeting

As a draft copy of IMRF Creditable Service Day language was distributed to the Committee Members, General Manager Spatz explained that this language is similar to other municipalities that utilize Service Day credits. Commissioner Obarski asked if an employee had to utilize all of their sick time and needed more, could they pull from accumulated Creditable Service Days. General Manager Spatz replied that the employee would not be able to use the Creditable Service Days and they would not accumulate any other Creditable Service Days until they reached the maximum number of 120 sick days.

General Manager Spatz added that a resolution with this language will be brought to the Board at the next meeting.

With no further discussion, Commissioner Obarski adjourned the meeting at 6:28 P.M. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Board\Minutes\Admin\2017\170817.docx