



# DuPage Water Commission

600 E. Butterfield Road, Elmhurst, IL 60126-4642  
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**NOTICE IS HEREBY GIVEN THAT THE JULY REGULAR ADMINISTRATION COMMITTEE MEETING OF THE DUPAGE WATER COMMISSION WILL BE HELD AT 6:15 P.M. ON THURSDAY, JULY 26, 2018, AT 600 EAST BUTTERFIELD ROAD, ELMHURST, ILLINOIS 60126. THE AGENDA FOR THE RESCHEDULED JULY 2018 REGULAR ADMINISTRATION COMMITTEE MEETING IS AS FOLLOWS:**

**AGENDA**  
**ADMINISTRATION COMMITTEE**  
**THURSDAY, JULY 26, 2018**  
**6:15 P.M.**

**600 EAST BUTTERFIELD ROAD**  
**ELMHURST, IL 60126**

**COMMITTEE MEMBERS**

J. Healy- Chair  
J. Broda  
D. Novotny  
R. Obarski  
J. Zay

- I. Roll Call
- II. To approve the Minutes of the May 17, 2018 Regular Committee Meeting
- III. Resolution No. R-19-18: A Resolution Releasing Certain Executive Session Meeting Minutes at the July 26, 2018, DuPage Water Commission Meeting
- IV. Discussion regarding incentives for senior staff to give advanced notice of retirement
- V. Other
- VI. Adjournment

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All visitors must present a valid drivers license or other government-issued photo identification, sign in at the reception area and wear a visitor badge while at the DuPage Pumping Station.

**MINUTES OF A MEETING OF THE  
ADMINISTRATION COMMITTEE  
OF THE DUPAGE WATER COMMISSION  
HELD ON THURSDAY, MAY 17, 2018  
600 EAST BUTTERFIELD ROAD  
ELMHURST, ILLINOIS 60126**

Commissioner Broda 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

Committee members absent: None

Also in attendance: F. Frelka, J. Rodriguez, and J. Spatz

Commissioner Obarski moved to approve the Minutes of the April 19, 2018, Administration Committee meeting. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Commissioner Obarski moved to recommend approval of Ordinance No. O-6-18: An Ordinance Approving and Authorizing the Execution of an Intergovernmental Agreement Between the DuPage Water Commission and the Village of Hanover Park Concerning the Installation of a Water Main in the Village of Hanover Park. Seconded by Commissioner Broda.

Commissioner Obarski asked for clarification of which work days are outlined in the intergovernmental agreement, General Manager Spatz confirmed that the work days are Monday-Friday and Saturdays, if needed.

All voted aye. Motion carried.

Commissioner Broda moved to recommend approval of Ordinance No. O-7-18: An Ordinance Approving and Authorizing the Execution of a First Amendment to the Water Purchase and Sale Contract between the DuPage Water Commission and the Village of Bartlett for the Village of Bartlett Unit System. Seconded by Commissioner Obarski.

General Manager Spatz stated that this intergovernmental agreement covers future work where if Commission's pipe would need to be relocated, the Village of Bartlett would be responsible for all associated costs. He added that this agreement is written so that it supersedes the original agreement. He noted that the Village of Bartlett board passed this agreement earlier in the week.

All voted aye. Motion carried.

Regarding incentives for senior staff to give advanced notice of retirement, General Manager Spatz handed out and reviewed a draft list of proposed qualifications for staff eligibility as well as two different options. Discussion ensued which included:

- These proposed incentives would be for any employee regardless of their title if they meet the qualifications;
- These proposed incentives would be for union and non-union employees if the qualifications are met, which General Manager Spatz would confer with the union to see if a side letter is needed;
- Regarding the healthcare incentive, Commissioner Healy noted that there could be tax implications. General Manager Spatz stated that he would check with Illinois Municipal Retirement Fund (IMRF) and tax professionals;

Minutes 5/17/18 Administration Committee Meeting

Due to personnel leaving and movement between departments, General Manager Spatz proposed conducting a salary range comparison with some of our customers so the Commission can be competitive with new hires; to which the Committee Members agreed.


With no further discussion, Commissioner Obarski adjourned the meeting at 6:34 P.M. Seconded by Commissioner Broda and approved by a Voice Vote.

All voted aye. Motion carried.

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DATE: July 12, 2018

## REQUEST FOR BOARD ACTION

<b>AGENDA SECTION</b>	Administration Committee	<b>ORIGINATING DEPARTMENT</b>	General Manager's Office
<b>ITEM</b>	A Resolution Releasing Certain Executive Session Meeting Minutes at the July 26, 2018, DuPage Water Commission Meeting  Resolution No. R-19-18	<b>APPROVAL</b>	
<p>Pursuant to the Illinois Open Meetings Act, the Board is required to periodically review its closed meeting minutes to determine if they are eligible for release to the public.</p> <p><b><u>Schedule A</u></b> Staff recommends that the minutes of a closed meeting of the March 15, 2018 Regular Meeting, be released to the public because, in staff's view, they no longer contain information requiring confidential treatment (see copy attached to Schedule A in the Confidential/Executive Session packet).</p> <p><b><u>Schedule B</u></b> None on file</p>			
<b>MOTION:</b> To adopt Resolution No. R-19-18: A Resolution Releasing Certain Executive Session Meeting Minutes at the July 26, 2018, DuPage Water Commission Meeting			

## DuPAGE WATER COMMISSION

## RESOLUTION NO. R-19-18

**A RESOLUTION RELEASING CERTAIN  
EXECUTIVE SESSION MEETING MINUTES AT THE  
JULY 26, 2018, DuPAGE WATER COMMISSION MEETING**

WHEREAS, the Board of Commissioners of the DuPage Water Commission has periodically met in closed session to consider matters expressly exempted from the public meeting requirements of the Illinois Open Meetings Act, 5 ILCS 120/1 et seq. (the "Act"); and

WHEREAS, as required by the Act, the Clerk has kept written minutes of all such closed sessions; and

WHEREAS, on July 26, 2018, the Board of Commissioners of the DuPage Water Commission met to review the minutes of all such closed sessions that have not heretofore been made available for public inspection as required by Section 2.06(d) of the Act; and

WHEREAS, the Board of Commissioners of the DuPage Water Commission further determined that the minutes of the closed session meetings set forth in Schedule A attached hereto and by this reference incorporated herein and made a part hereof no longer require confidential treatment and should be made available for public inspection;

WHEREAS, the Board of Commissioners of the DuPage Water Commission determined that the need for confidentiality still exists as to the minutes of the closed session meetings set forth in Schedule B (none on file); and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the DuPage Water Commission as follows:

Resolution No. R-19-18

SECTION ONE: Recitals. The foregoing recitals are incorporated herein as if fully set forth.

SECTION TWO: Release. The minutes of the closed session meetings set forth in Schedule A attached hereto shall be and they hereby are released.

SECTION THREE: Inspection and Copying. The Clerk shall be and hereby is authorized and directed to make said minutes available for inspection and copying in accordance with the standing procedures of the DuPage Water Commission.

SECTION FOUR: Effective Date. This Resolution shall be in full force and effect from and after its adoption.

AYES:

NAYS:

ABSENT:

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Clerk