

**Minutes of a Meeting
of the**

ADMINISTRATION COMMITTEE

DuPage Water Commission
600 E. Butterfield Road, Elmhurst, Illinois

September 21, 2023

- I. Commissioner Healy called the meeting to order at 6:17 PM.

Commissioners in attendance: N. Cuzzone, J. Healy , D. Van Vooren, J. Zay (6:21)

Commissioners absent: K. Rush

Also in attendance: P. May, D. Mundall

- II. Commissioner Cuzzone moved to approve the Minutes of the August 17, 2023, Administration Committee Meeting, seconded by Commissioner Van Vooren, unanimously approved by a voice vote. All aye, motion carried.
- III. Commissioner Van Vooren made a motion to approve the Request for Board Action, the 2024 Schedule of Board Meetings, seconded by Commissioner Cuzzone. All aye, motion carried.
- IV. Commissioner Cuzzone made a motion to approve the Request for Board Action, approval of Professional Development travel and expenses as listed in the approved FY23/24 Management Budget, seconded by Commissioner Van Vooren. Unanimously approved by a voice vote, all aye, motion carried.
- V. Commissioner Van Vooren made a motion to approve R-48-23, to approve the Collective Bargaining Agreement between the DuPage Water Commission and the International Union of Operating Engineers Local 399 (AFL-CIO), seconded by Commissioner Cuzzone unanimously approved by a voice vote. All aye, motion carried.
- VI. Commissioner Van Vooren made a motion to approve Resolution No. R-49-23, A Resolution authorizing staff to provide proposed 2024-2064 DWC/Customer Contract to DWC Customers and to schedule Joint Meetings as required by Section 16 of the current customer Contract. The motion was seconded by Commissioner Cuzzone, unanimously approved by a voice vote. All aye, motion carried.
- VII. Commissioner Van Vooren made a motion to approve R-51-23, A Resolution Suspending Purchasing Procedures and Approving the Renewal of the Unitrends Services and the

Purchase and Installation of a new Unitrends Appliance, at a cost of \$83,137.17. Seconded by Commissioner Cuzzone, unanimously approved by a voice vote. All aye, motion carried.

VIII. Old Business

No Old Business was offered.

IX. New Business

- a) By Law Update: A brief discussion ended with all in agreement that an update is needed to the outdated bylaws. General Manager May informed the committee that the process has begun and will be brought before this committee upon completion.

X. Other

XI. Adjournment

Commissioner Healy moved to adjourn the meeting at 6:22 PM, seconded by Commissioner Van Vooren, unanimously approved by a voice vote. All aye, motion carried. Meeting adjourned.