



DuPage Water Commission

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NOTICE IS HEREBY GIVEN THAT THE RESCHEDULED MAY 2004 ADMINISTRATION COMMITTEE MEETING OF THE DU PAGE WATER COMMISSION WILL BE HELD AT 7:00 P.M. ON THURSDAY, MAY 13, 2004, AT ITS OFFICES LISTED BELOW. THE AGENDA FOR THE RESCHEDULED MAY 2004 REGULAR COMMITTEE MEETING IS AS FOLLOWS:

AGENDA

**ADMINISTRATION COMMITTEE
THURSDAY, MAY 13, 2004
7:00 P.M.**

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

COMMITTEE MEMBERS

R. Benson
L. Hartwig
D. Zeilenga

- I. Roll Call
- II. Approval of Minutes of April 7, 2004
- III. Consulting Assignments to Jim Holzwart
- IV. Status of Financial Administrator
- V. Other

Board/Agendas/Administration/ADM0405.DOC

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 DU PAGE WATER COMMISSION
HELD ON APRIL 7, 2004**

The meeting was called to order at 6:40 P.M. at the Commission's office located at 600 East Butterfield Road, Elmhurst, Illinois.

Committee members in attendance: R. Benson, L. Hartwig and D. Zeilenga

Also in attendance: M. Crowley

By unanimous consent, Commissioner Hartwig was appointed Chairman Pro Tem of the April 7, 2004, meeting of the Administration Committee.

Commissioner Benson moved to approve the Minutes of the December 11, 2003 Administration Committee. Seconded by Commissioner Zeilenga and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Commissioner Benson moved to release the Minutes of the July 17, 2003, August 14, 2003, September 11, 2003, and October 8, 2003, Executive Sessions of the Administration Committee. Seconded by Commissioner Zeilenga and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

The Administration Committee reviewed Ordinance No. O-11-04: An Ordinance Amending the By-Laws of the DuPage Water Commission (Amending Article XI), the ordinance that was on first reading. The Staff Attorney noted the ordinance would adopt regulations restricting the political activities of the Commission's officers and employees and the solicitation and acceptance of gifts from certain prohibited sources in a manner no less restrictive than that required by the newly-adopted State Officials and Employees Ethics Act. The Staff Attorney highlighted the key provisions of the ordinance and the differences between the ordinance and the model ordinance prepared by the Illinois Attorney General's Office.

The Administration Committee requested, if time permits at the May meeting, that the Staff Attorney present a 30 minute primer on the ethical obligations of the Commissioners and perhaps the Open Meetings Act.

Commissioner Zeilenga moved to adjourn the meeting at 7:25 P.M. Seconded by Commissioner Benson and unanimously approved by a Voice Vote.

All voted aye. Motion carried.