



DuPage Water Commission

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NOTICE IS HEREBY GIVEN THAT THE RESCHEDULED DECEMBER 2004 ADMINISTRATION COMMITTEE MEETING OF THE DUPAGE WATER COMMISSION WILL BE HELD AT 10:00 A.M. ON THURSDAY, DECEMBER 9, 2004, AT ITS OFFICES LISTED BELOW. THE AGENDA FOR THE RESCHEDULED DECEMBER 2004 REGULAR COMMITTEE MEETING IS AS FOLLOWS:

AGENDA

**ADMINISTRATION COMMITTEE
THURSDAY, DECEMBER 9, 2004
10:00 A.M.**

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

COMMITTEE MEMBERS

**L. Hartwig - Chair
D. Zeilenga
E. Chaplin
W. Murphy**

- I. Roll Call
- II. Approval of Minutes of November 11, 2004
- III. Electronic Meeting Participation
- IV. Other

Board/Agendas/Administration/ADM0412.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 DuPAGE WATER COMMISSION
HELD ON NOVEMBER 11, 2004**

The meeting was called to order at 7:02 P.M. at the Commission's office located at 600 East Butterfield Road, Elmhurst, Illinois.

Committee members in attendance: E. Chaplin, D. Zeilenga, and L. Hartwig

Committee members absent: W. Murphy

Also in attendance: M. Vondra (*ex officio*), R. Martin, M. Crowley, and K. Godden

Commissioner Chaplin moved to approve the Minutes of the October 14, 2004 Administration Committee meeting. Seconded by Commissioner Zeilenga and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

With respect to fostering customer cooperation/collaboration in well maintenance, Commissioner Chaplin expressed concern that some of the back up wells identified by customers lie within known contamination plumes, that the USEPA advised that those wells should be covered by an ordinance requiring well sealing and abandonment, and that the Commission needs to work with its customers to ensure that a safe and viable water supply is provided through back up wells. Commissioner Zeilenga concurred with the sentiments expressed by Commissioner Chaplin but verified with the Staff Attorney that the Commission did not have the authority to unilaterally impose well maintenance standards upon Commission customers.

Chairman Vondra suggested consideration be given to establishing a grant program to encourage regular well testing by Commission customers. Commissioner Zeilenga thought a fifty-fifty cost sharing might be appropriate with Commissioner Hartwig cautioning that any such program should be one that the Commission and the customers develop jointly. The General Manager noted that if generators were installed at the Lexington and DuPage Pump Stations as planned, then the need for back up wells would not be as critical.

Commissioner Zeilenga moved to recommend to the Commission approval of Resolution No. R-69-04: A Resolution Approving and Authorizing the Execution of an Agreement with the County of DuPage for the Loan of an EMnet Computer Workstation. Seconded by Commissioner Chaplin and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Commissioner Hartwig reminded staff to include on the December Board Meeting Agenda a motion allowing Commissioner Benson to participate in the January 2005 and February 2005 Commission meetings by teleconference due to conflicting travel plans that were arranged prior to the Board's July 8th motion prohibiting such electronic

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participation. Commission Zeilenga reminded the Staff Attorney to prepare, in laymen's terms, a primer on the ethical obligations of the Commissioners.

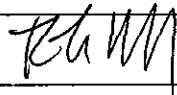
Commissioner Chaplin moved to adjourn the meeting at 7:32 P.M. Seconded by Commissioner Zeilenga and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

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DATE: December 1, 2004

REQUEST FOR BOARD ACTION

AGENDA SECTION	Administration Committee	ORIGINATING DEPARTMENT	General Manager
ITEM	Electronic Meeting Participation	APPROVAL	
Account Number: Not Applicable			
<p>The Commission at the July 8, 2004 meeting voted to "prohibit electronic participation in all Commission meetings". Commissioner Benson has made arrangements prior to the July 8th meeting to vacation away from DuPage County. He is requesting to be able to attend the January 2005 and February 2005 Commission meetings by teleconference.</p>			
<p>MOTION: To allow commissioner Benson to participate in the January 2005 and February 2005 Commission meetings by teleconference due to conflicting travel plans that were arranged prior to the Board's July 8th motion prohibiting such electronic participation.</p>			