



# DuPage Water Commission

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## AGENDA

**ADMINISTRATION COMMITTEE**  
**THURSDAY, JUNE 15, 2017**  
**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 April 20, 2017 Regular Committee Meeting
- III. Resolution No. R-17-17: A Resolution Authorizing and Ratifying the Disposal of Certain Personal Property Owned by the DuPage Water Commission
- IV. Discussion of Drug and Alcohol Policy
- V. Service Day Credit
- VI. Other
- VII. 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, APRIL 20, 2017  
600 EAST BUTTERFIELD ROAD  
ELMHURST, ILLINOIS 60126**

Commissioner Healy called the meeting to order at 6:17 P.M.

Committee members in attendance: J. Broda, J. Healy, D. Novotny, R. Obarski and J. Zay (arrived at 6:25 P.M.)

Committee members absent: none

Also in attendance: F. Frelka, P. Luetkehans representing Gorski & Good, J. Rodriguez and J. Spatz

Commissioner Broda moved to approve the Minutes of the February 16, 2017, Administration Committee meeting. Seconded by Commissioner Novotny and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

With regards to R-12-17, Commissioner Broda inquired as how the language was formed for section D number 2 on personal automobiles since occasionally employees will be traveling from their residence if the off-site location is closer to their residence than the Commission. Mr. Luetkehans stated that this section is based on the Internal Revenue Service's regulations.

Discussion ensued regarding setting a separate maximum allowable reimbursement for each category of expense in which per diem and General Services Administration's rates would be utilized in the policy and how the Local Government Travel Expense Control Act (Public Act 99-0604) is defined.

Chairman Zay arrived at 6:25 P.M.

After the discussion, it was the consensus of the Committee Members to approve R-12-17, as amended and review the policy further for any additional changes. Commissioner Novotny moved to recommend approval Resolution R-12-17: A Resolution Approving Travel Requests and Expense Reimbursement Policy, as amended. Seconded by Commissioner Obarski and unanimously approved by a Voice Vote.

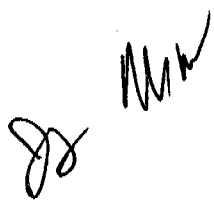
All voted aye. Motion carried.

With no further discussion, Commissioner Healy adjourned the meeting at 6:30 P.M. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

DATE: June 05, 2017

## REQUEST FOR BOARD ACTION

<b>AGENDA SECTION</b>	Administration Committee	<b>ORIGINATING DEPARTMENT</b>	Operations
<b>ITEM</b>	A Resolution Authorizing and Ratifying the Disposal of Certain Personal Property Owned by the DuPage Water Commission  Resolution No. R-17-17	<b>APPROVAL</b>  	
Account Number: N/A			
<p>Resolution No. R-17-17 is a Resolution Authorizing and Ratifying the Disposal of Certain Personal Property Owned by the DuPage Water Commission. This Resolution authorizes the General Manager to dispose of the assets listed on Exhibit A to the Resolution or, if already disposed of, ratifies and confirms their disposal because these assets are or were no longer useful to the Commission.</p> <p>The equipment and vehicle listed in Exhibit A will be listed up for auction at Obenauf Auction Service, Inc., an open to the public Government and Municipal Auction house serving the Midwest, Northern Illinois and Southern Wisconsin.</p> <p style="text-align: center;">Obenauf Auction Service, Inc. 810 Magna Drive Round Lake, IL. 60073 847-546-2095</p>			
<b>MOTION:</b> To adopt Resolution No. R-17-17			

## DuPAGE WATER COMMISSION

## RESOLUTION NO. R-17-17

**A RESOLUTION AUTHORIZING AND RATIFYING  
THE DISPOSAL OF CERTAIN PERSONAL PROPERTY  
OWNED BY THE DuPAGE WATER COMMISSION**

WHEREAS, the DuPage Water Commission is authorized to sell or otherwise dispose of personal property pursuant to 65 ILCS 5/11-135-6; and

WHEREAS, in the opinion of the Board of Commissioners of the DuPage Water Commission, the personal property described in Exhibit A attached hereto and by this reference incorporated herein and made a part hereof (the "Property") is no longer necessary or useful to or for the best interests of the DuPage Water Commission to retain or, if already disposed of, was not necessary or useful to or for the best interests of the DuPage Water Commission to retain;

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

SECTION ONE: The Board of Commissioners of the DuPage Water Commission hereby finds and determines that the Property is no longer necessary or useful to the DuPage Water Commission and the best interests of the DuPage Water Commission will be served by its disposal or, if already disposed of, was not necessary or useful to the DuPage Water Commission and the best interests of the DuPage Water Commission were served by its disposal.

SECTION TWO: The General Manager is hereby authorized to dispose of the Property in such manner as the General Manager shall determine or, if already disposed

Resolution No. R-17-17

of, the Board of Commissioners of the DuPage Water Commission hereby ratifies and confirms its disposal.

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

AYES:

NAYS:

ABSENT:

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Clerk

Resolution No. R-17-17

**EXHIBIT A**

**OBSOLETE / DEFECTIVE ITEMS**

1	DLP-30-SP / 15-89-3063 S	Genie DPL30SP Scissor Lift	12/02/93	\$9,173.50
1	1GCGG25R9X1111440	1999 G2500 ¾ Ton Commercial Van	03/18/99	\$18,287.00
1	DCT12D1-06 / 89750CC	Da-Lite 97" Projection Screen	05/23/06	*\$1,091.00
1	89750	Da-Lite 120" Projection Screen	08/17/09	\$1,350.00
1	IM-WCCVM	Crestron IMedia Transmitter	08/17/09	\$735.00