

**MINUTES OF A MEETING OF THE
DuPAGE WATER COMMISSION
HELD ON THURSDAY, FEBRUARY 15, 2018
600 E. BUTTERFIELD ROAD
ELMHURST, ILLINOIS**

The meeting was called to order by Chairman Zay at 6:30 P.M.

Commissioners in attendance: J. Broda, J. Fennell, R. Gans, J. Healy, D. Loftus, D. Novotny, R. Obarski, J. Pruy, M. Scheck, P. Suess, and J. Zay

Commissioners Absent: D. Russo and F. Saverino

Also in attendance: J. Spatz, C. Johnson, C. Peterson, T. McGhee, R.C. Bostick, J. Schori, E. Kazmierczak, F. Frelka, J. Rodriguez, and P. Luetkehans of Schirott, Luetkehans & Garner, LLC

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Commissioner Healy moved to approve the Minutes of the January 18, 2018 Special Committee of the Whole Meeting and the January 18, 2018 Regular Meeting of the DuPage Water Commission. Seconded by Commissioner Loftus and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

TREASURER'S REPORT

In the absence of Treasurer Fates, Financial Administrator Peterson presented the January 2018 Treasurer's Report consisting of 12 pages, noting that pages 1, 2 and 3 contained a brief summary of the report.

Financial Administrator Peterson pointed out the \$170.5 million of cash and investments on page 4, which reflected a decrease of about \$1.1 million from the previous month. Financial Administrator Peterson also pointed out the schedule of investments on pages 5 through 10 totaling \$152.6 million and the market yield on the total portfolio showed 1.49% basis points which reflected an increase from the prior month. On page 11, the statement of cash flows showed an increase in cash and investments by about \$8.6 million and operating activities increased cash by approximately \$10.1 million, and roughly \$293,000 of sales tax was received. On page 12, the monthly cash/operating report showed that the Commission had met or exceeded all of its reserve requirements.

Commissioner Suess moved to accept the January 2018 Treasurer's Report. Seconded by Commissioner Healy and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

COMMITTEE REPORTS

Finance Committee – Reported by Commissioner Suess

Commissioner Suess reported that the Finance Committee reviewed and recommended for approval all action items listed on the Finance Committee Agenda. In addition, Commissioner Suess noted two other items that the Committee had discussed: (1) the hiring of an outside consultant to help assist with the process of upgrading the Commission's current bond rating, and (2) the overtime and pension accounts are expected to exceed the management budget levels for the fiscal year by the end of February due to increased levels of JULIE calls, activity related to valve replacements and a charge related to the retirement of a long-term employee.

After providing a brief history of the accounting services provided by Baker Tilly_Virchow Krause, LLP for the good work they have provided to the Commission over the past six years, Commissioner Suess moved to approve the Renewal of Financial Services Contract between the DuPage Water Commission and Baker Tilly Virchow Krause, LLP for a 2-year period in an amount up to \$120,000.00 per year. Seconded by Commissioner Healy and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, J. Fennell, R. Gans, J. Healy, D. Loftus, D. Novotny, R. Obarski, J. Pruyn, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: D. Russo and F. Saverino

Administration Committee

No Meeting

Engineering & Construction Committee – Reported by Commissioner Loftus

Commissioner Loftus reported that the Engineering & Construction Committee reviewed and recommended for approval all action items listed on the Engineering & Construction Committee Agenda. With regards to Resolution No. R-7-18, Commissioner Loftus noted that Strand and Associates understands that by assisting with the development of the specifications for the SCADA System Replacement project that this would prevent them from bidding the project. With no further discussion, Commissioner Loftus moved to adopt item numbers 2 through 5 under the Engineering & Construction Report section of the Agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Fennell and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, J. Fennell, R. Gans, J. Healy, D. Loftus, D. Novotny, R. Obarski, J. Pruyn, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: D. Russo and F. Saverino

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- Item 2: Resolution No. R-4-18: A Resolution Approving an Ratifying Certain Task Orders Under a Master Contract with AECOM Technical Services, Inc. at the February 15, 2018 DuPage Water Commission Meeting (AECOM at an estimated amount of \$4,950.00)
- Item 3: Resolution No. R-5-18: A Resolution Approving and Authorizing the Execution of a New Electrical Supply Agreement Extension (Constellation New Energy – 2-year contract for a total electrical cost of 3.268 cents per kWh)
- Item 4: Resolution No. R-7-18: A Resolution Approving and Ratifying Certain Task Orders Under a Master Contract with Strand Associates at the February 15, 2018 DuPage Water Commission Meeting (Development of a SCADA RFP not-to-exceed \$7,000.00)
- Item 5: Request for Board Action: To Authorize Approval of Requisition No. 51583 to Morrow Brothers Ford for the Purchase of one Ford F-150 XL Super Cab Pickup Truck in the amount of \$28,310.00 (State of Illinois Government Contract with Morrow Brothers Ford)

ACCOUNTS PAYABLE

Commissioner Suess moved to approve the Accounts Payable in the amount of \$8,637,193.69 subject to submission of all contractually required documentation, for invoices that have been received and to approve the Accounts Payable in the amount of \$823,925.00 subject to submission of all contractually required documentation, for invoices that have not yet been received but have been estimated. Seconded by Commissioner Obarski and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, J. Fennell, R. Gans, J. Healy, D. Loftus, D. Novotny, R. Obarski, J. Prun, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: D. Russo and F. Saverino

CHAIRMAN'S REPORT

Chairman Zay reported that the meeting with the Village of Oswego, the City of Yorkville, representatives from AECOM, General Manager Spatz, Water Operations Manager McGhee and himself regarding the possibility of the Commission supplying water to the two communities went very well. Chairman Zay noted that staff did a wonderful job at addressing any misconceptions concerning water quality and costs and feels that the communities are considering the Commission as a viable option.

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Next, Chairman Zay informed the Commissioners that he and General Manager Spatz had a meeting scheduled for March 1st with the new Commissioner, Randy Connor, of the City of Chicago's Department of Water Management to discuss various ongoing issues that have not been resolved by the Commission's consultant. Chairman Zay noted that the issues have been going on for too long and a sit down with both parties is necessary.

Chairman Zay concluded his report by asking for a consensus from the Board members to begin negotiations with General Manager Spatz to renew his contract as his contract will expire at the end of the year.

OMNIBUS VOTE REQUIRING MAJORITY VOTE

None

OMNIBUS VOTE REQUIRING SUPER-MAJORITY OR SPECIAL MAJORITY VOTE

None

OLD BUSINESS

General Manager Spatz referred back to last month's discussion regarding the purchase of a new audio system noting that staff had reached out to two different companies for information on various systems and pricing. After General Manager Spatz gave a brief description of the system that would best suit the Commission's needs, he asked for a consensus to move forward with the purchase, to which all agreed.

NEW BUSINESS

None

EXECUTIVE SESSION

None

Commissioner Broda moved to adjourn the meeting at 6:50 P.M. Seconded by Commissioner Gans and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

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