

**Minutes of a Meeting
of the**

BOARD OF COMMISSIONERS

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

October 20, 2022

- I. The meeting was called to order by Chairman Zay at 6:34 PM.

Chairman Zay welcomed Troop 191 from Carol Stream who are here working on their Citizenship and Community merit badge. They presented the flag and led the Pledge of Allegiance and enjoyed a tour of the Commission.

- II. All Commissioners in attendance. D. Bouckaert, J. Broda, J. Fennell, R. Gans, P. Gustin, J. Healy, D. Novotny, J. Pruyn, K. Rush, D. Russo, F. Saverino, P. Suess, and J. Zay

Also in attendance: P. May, C. Bostick, C. Peterson, M. Weed, D. Panaszek, D. Cuvalo, J. Haney, D. Mundall, P. Luetkehans of Luetkehans Brady Garner & Armstrong LLC.

- III. Public Comments

No public comments were offered.

- IV. Approval of Minutes

Commissioner Healy moved to approve the Minutes of the September 15, 2022, Regular Meeting of the DuPage Water Commission, seconded by Commissioner Gustin and unanimously approved by a voice vote.

All voted aye, motion carried.

- V. Treasurer's Report

Treasurer Fates presented the September 2022 Treasurer's Report consisting of 13 pages with pages 1 and 2 containing a brief summary of the report.

September 2022

Treasurer Fates pointed out the \$221.1 million of cash and investments on page 4, which reflected an increase of about \$1.4 million from the previous month. Treasurer Fates also pointed out the schedule of investments on pages 5 through 11 totaling \$184.2 million and the market yield on the total portfolio showed 1.52% which is up slightly from the prior month. On page 12, the statement of cash flows showed an increase in cash and investments by about \$4.2 million and operating

activities increased by approximately \$4.1 million. Also noted on page 13, the monthly cash/operating report showed that the Commission has met all recommended reserve balances.

Commissioner Gustin moved to accept the September 2022 Treasurer's Report, seconded by Commissioner Russo, unanimously approved by a roll call vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, R. Gans, P. Gustin, J. Healy, D. Novotny, J. Pruyne, K. Rush, D. Russo, F. Saverino, P. Suess, and J. Zay

Nays: None

Absent: None

VI. Committee Reports

A. Finance Committee – report by P. Suess

Commissioner Suess offered a report of the Finance Committee, updating the Commissioners on the changes to the cost of Property & Liability Insurance as well as the changes to the Workers Compensation Insurance costs. He went on to update the Commissioners on the presentation given by PFM, the Commission's investment managers of the reserve fund. A copy of the presentation will be forthcoming. A change to the investment policy, expanding the use of corporate securities, will be brought forward at the next meeting.

Item 1: Purchase Property and Liability Insurance - To Suspend the Purchasing Procedures of the Commission's By-Laws and to Purchase Property and Liability Insurance total premium of approximately \$517,000.00 as proposed by AJ Gallagher Risk Management Services, Inc

Item 2: Purchase Workers' Compensation and Employer's Liability Insurance- To Suspend the Purchasing Procedures of the Commission's By-Laws and to Purchase Workers' Compensation and Employer's Liability Insurance. Total premium not-to-exceed \$124,000.00 as proposed by Illinois Public Risk Fund and outlined by Arthur J. Gallagher Risk Management Services, Inc.

Item 3: Actions on other items listed on the 10/20/22 Finance Committee Agenda.

Commissioner Suess made a motion adopt item numbers 1 through 3 under the Finance Committee section of the Agenda pursuant to the Omnibus Vote Procedures, seconded by Commissioner Russo, unanimously approved by a Roll Call vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, R. Gans, P. Gustin, J. Healy, D. Novotny, J. Pruyne, K. Rush, D. Russo, F. Saverino, P. Suess, and J. Zay

Nays: None

Absent: None

B. Administration Committee – report by J. Healy

Commissioner Healy gave a brief update of the Administration Committee

- Item 1: Resolution No. R-57-22: To suspend purchasing procedures and authorize approval of purchase requisition No. 74811 to Roesch Ford for the purchase of one 2023 Ford Explorer in the amount of \$36,502.00
- Item 2: Resolution No. R-58-22: A Resolution reviewing certain Executive Session minutes.
- Item 3: Actions on Other Items Listed on 10/20/22 Administration Committee Agenda

Commissioner Healy made a motion to adopt item numbers 1 through 3 under the Administration Report section of the Agenda pursuant to the Omnibus Vote Procedures, seconded by Commissioner Gustin, unanimously approved by a Roll Call vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, R. Gans, P. Gustin, J. Healy, D. Novotny, J. Pruyn, K. Rush, D. Russo, F. Saverino, P. Suess, and J. Zay

Nays: None

Absent: None

B. Engineering & Construction Committee – report by J. Fennell

- Item 1: Resolution No. R-56-22: To suspend purchasing procedures and authorize approval of Requisition No. 74777 to Neenah Foundry Company for the purchase of manhole frames and custom lids with DWC identification, in the amount not to exceed \$200,000.00
- Item 2: Resolution No. R-59-22: A Resolution approving and ratifying task order No. 06 under a Master Contract with DeLasCasas CP, LLC, cost not to exceed \$40,100.00.
- Item 3: Resolution No. R-60-22: A Resolution approving and ratifying certain work authorization orders under Quick Response Contract QR-12/21 to Benchmark Construction Co., Inc., at an estimated cost of \$240,000.00.
- Item 4: Resolution No. R-61-22: To suspend purchasing procedures and award the Valve Assessment Program Contract (Contract VAP-2/22) to Pure Technologies, US, Inc., at no cost.
- Item 5: Resolution No. R-62-22: A Resolution to authorize approval of certain work authorization orders under Quick Response Contract QR-12/21, WAO No 015 – Benchmark Construction Co., Inc., at a cost not-to-exceed \$70,000.00.
- Item 6: Resolution No. R-63-22: A Resolution approving the procurement of exterior standpipe cleaning services, with Jetco, Ltd., at a cost of \$37,000.00.

- Item 7: Resolution No. R-64-22: A Resolution approving and authorizing the execution of a Master Contract with Burns & McDonnell Engineering Co., Inc. for professional engineering services and authorization of Task Order No. 01, at a not to exceed cost of \$17,500.00
- Item 8: Resolution No. R-65-22: A Resolution Approving and ratifying certain task orders under a master contract with AECOM Technical Services, Inc., Task Order No 20 – Hydraulic Model Calibration, at a cost of \$83,600.00.
- Item 9: RFBA – Tank Site Surveying: Ratification of Purchase Order No. 38910 for professional surveying services with Claassen, White & Associates, P.C., at a not-to-exceed cost of \$5,000.00.

Commissioner Fennell moved to adopt item numbers 1 through 9 under the Engineering & Construction Report section of the agenda in a single group pursuant to the Omnibus Vote procedures, seconded by Commissioner Bouckaert, unanimously approved by a Roll Call vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, R. Gans, P. Gustin, J. Healy, D. Novotny, J. Pruyn, K. Rush, D. Russo, F. Saverino, P. Suess, and J. Zay

Nays: None

Absent: None

VII. Accounts Payable

A. September 2022

Item 1: Approval of Accounts Payable invoices received in the amount of \$10,789,906.26.

Commissioner Russo moved to approve the Accounts Payable in the amount of \$10,789,906.26, seconded by Commissioner Saverino, unanimously approved by a roll call vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, R. Gans, P. Gustin, J. Healy, D. Novotny, J. Pruyn, K. Rush, D. Russo, F. Saverino, P. Suess, and J. Zay

Nays: None

Absent: None

Item 2: Approval of Accounts Payable estimated invoices in the amount of \$1,734,475.00.

Commissioner Gustin moved to approve the Accounts Payable in the amount of \$1,734,475.00, seconded by Commissioner Healy, unanimously approve by a roll call vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, R. Gans, P. Gustin, J. Healy, D. Novotny, J. Pruyn, K. Rush, D. Russo, F. Saverino, P. Suess, and J. Zay

Nays: None

Absent: None

VIII. Chairman's Report

Chairman Zay began by thanking Troop 191 from Carol Stream for coming to present the flag and touring our facility. He went on the wish General Manager Paul May a happy 50th birthday, and to invite the Commissioners to the 1st Annual DuPage Water Commission Chili Cook Off.

General Manager Paul May updated the Commissioners on the status of many of the current projects:

- Montgomery, Oswego and Yorkville: A productive meeting took place, the municipalities are experiencing delays with the DNR process and project milestones have been established. Looking at the end of first quarter 2023 to bring the engineering team on board for the design of the linkage pipe and to draft the intergovernmental agreements.
- The Aqua/Oak Brook project, while experiencing some legal issues, is slated tentatively for the November agenda.
- A meeting was held with the DWC/Charter Member Customer Contract Working Group addressing the upcoming contract negotiations, the process should move quickly.
- The Chicago contract, expiring March 2024 is moving forward but the City has been slow to engage, nonetheless, there have been City of Chicago attorneys assigned to our contract. Special Counsel for the Commission is on board and underway, updates for follow at the next meeting.
- The source water project is underway with technical memorandums one and two received and reviewed. Documents available for review by this body expected by end on first quarter 2023.
- Union negotiations are underway, the contract expiration is 2023.
- HR Consultants, Sikich, assessment is underway and a report is expected by end of year.

IX. Omnibus Vote Requiring Majority Vote

X. Omnibus Vote Requiring Super-Majority or Special Majority Vote

XI. Old Business

No Old Business was offered.

XII. New Business

No Old Business was offered.

XIII. Executive Session

XIV. Adjournment

Commissioner Broda moved to adjourn the meeting, seconded by Commissioner Healy, unanimously approved by a voice vote. All ayes, motion carried. The meeting was adjourned at 6:57 PM.