

**Minutes of a Meeting
of the**

BOARD OF COMMISSIONERS

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

January 19, 2023

I. The meeting was called to order by Chairman Zay at 6:33 PM

II. Roll Call

Commissioners in attendance: D. Bouckaert, J. Broda, J. Fennell, J. Healy, J. Pruyne, K. Rush, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Commissioners absent: R. Gans, D. Novotny, D. Russo

Also in attendance: P. May, C. Bostick, C. Peterson, D. Cuvalo, M. Weed and D. Mundall

III. Plaque Presentation – Patricia Gustin

Chairman Zay offered congratulations to Commissioner Patricia Gustin on her election to the County Board. He presented Commissioner Gustin a plaque and flowers in recognition of her service to the Commission.

IV. Oath of Office

Chairman Zay introduced Mr. David Van Vooren, newly appointed Municipal Representative for District 5. He welcomed him to the Commission and wished him well. He then administered the Oath of Office to Commissioner Van Vooren.

V. Public Comments

No Public Comment was offered.

VI. Approval of Minutes

Commissioner Broda moved to approve the minutes of the November 17, 2022 Regular Commission Meeting, seconded by Commissioner Healy, unanimously approved by a voice vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, J. Healy, J. Pruyn, K. Rush, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: R. Gans, D. Novotny, D. Russo

VII. Treasurer's Report

Financial Administrator Peterson presented the December 2022 Treasurer's Reports consisting of 13 pages with pages 1 and 2 containing a brief summary of the report. She advised the Commissioners that the November 2022 Treasurer's Report is provided in the Agenda Packet for review.

December 2022

Financial Administrator Peterson pointed out the \$227.6 million of cash and investments on page 4, which reflected an increase of about \$0.9 million from the previous month. Financial Administrator Peterson also pointed out the schedule of investments on pages 5 through 11 totaling \$189.6 million and the market yield on the total portfolio showed 1.94% 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 \$5.7 million and operating activities increased by approximately \$6.1 million. Also noted on page 13, the monthly cash/operating report showed that the Commission has met all recommended reserve balances.

Commissioner Pruyn moved to accept the November and December 2022 Treasurer's Reports, seconded by Commissioner Suess, unanimously approved by a voice vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, J. Healy, J. Pruyn, K. Rush, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: R. Gans, D. Novotny, D. Russo

VIII. Committee Reports

A. Finance Committee

B. Administration Committee

Item 2: Resolution R-3-23: A Resolution Suspending the Purchasing Procedures and authorizing the Execution of a Consulting Agreement with ITSavvy, LLC for IT Network Managed Services, at an annual cost of \$54,298.80.

Commissioner Healy moved to adopt item 2 under the Administration Report section of the agenda, seconded by Commissioner Rush and unanimously approved by a roll call vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, J. Healy, J. Pruyn, K. Rush, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: R. Gans, D. Novotny, D. Russo

C. Engineering & Construction Committee

Item 1: Resolution No. R-1-23: A Resolution Approving and Authorizing the General Manager to enter into an agreement with TK Elevator through Omnia Partners Public Sector Purchasing Cooperative Contract #R200502 at a cost not to exceed \$145,000.00

Item 2: Resolution No. R-2-23: A Resolution Approving and Ratifying Certain Change Orders to a Contract for the SCADA Replacement Project (Contract PSD-9/21) (Baxter & Woodman/Boller Construction, LLC – Reduction in Contract Price by \$368,710.08)

Item 3: Resolution No. R-4-23: A Resolution Approving and Authorizing the General Manager to enter into an Agreement with Johnson Controls through Omnia Partners Public Sector Purchasing Cooperative Contract #R200402, for the purchase and replacement of chillers, at a cost not to exceed \$250,000.00.

Item 4: Resolution No. R-5-23: A Resolution Suspending Purchasing Procedures and Authorizing the General Manager to Purchase Residual Chlorine Analyzers from a Sole Source Manufacturer at a not to exceed cost of \$100,000.00.

Commissioner Fennell moved to adopt items 1-4 under the Engineering and Construction Committee Report section of the agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Saverino and unanimously approved by a roll call vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, J. Healy, J. Pruyn, K. Rush, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: R. Gans, D. Novotny, D. Russo

IX. Accounts Payable

A. November and December 2022

Item 1: To approve the Accounts Payable in the amount of \$8,605,354.30 (November 2022), disbursements made with the concurrence of the Commission’s Chairman and \$9,258,645.44 (December 2022) subject to submission of all contractually required documentation, for invoices that have been received.

Item 2: To approve the Accounts Payable in the amount of \$1,432,675.00 (November 2022), disbursements made with the concurrence of the Commission’s Chairman and \$3,783,575.00 (December 2022) subject to submission of all contractually required documentation, for invoices that have not yet been received but have been estimated.

Commissioner Pruyn moved to approve the accounts payable disbursements and the estimated accounts payable for November and December 2022, seconded by Commissioner Healy and unanimously approved by a roll call vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, J. Healy, J. Pruyn, K. Rush, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: R. Gans, D. Novotny, D. Russo

X. Chairman’s Report

Chairman Zay began by reminding the Commissioners to please complete their Preventing Harassment & Discrimination Training, Ethics Training and to be on the lookout for the Statement of Economic Interest information.

After a great holiday party where lots of good food and games were enjoyed, the Commission is on to a very busy 2023. There are going to be a few more changes on the Board, with retirements and reappointments, both Municipal and County.

General Manager Paul May informed the Commissioners that the Draft budget will be presented at the February meeting. There will be a committee of the whole meeting with the regular Commission meeting to follow.

General Manager May reported that it has been a busy and productive week at the Commission.

- Very effective meeting with our Customer group, contract expires February 2024
- Advance engineering work with MOY - Engineering proposal due 2nd quarter
- Source water study continues – final technical memorandum document due end of February.
- SIKICH HR assessment in Administration Committee packet – 60% completion of high priority items, and the remainder are underway
- Chicago contract – negotiations ongoing, but less progress than desired

- 2023 ongoing projects include, Customer Contract, Chicago Contract, MOY Contract and Source Water Study

Commissioner Suesse inquired about the rate increase and when it will be communicated to the Municipalities. General Manager May replied that the target date is June 1, 2023, and a 5% rate increase is expected from the City of Chicago, in the amount of \$0.21 /thousand gallons.

XI. Old Business

No Old Business was offered.

XII. New Business

No New Business was offered.

XIII. Executive Session

There was no Executive Session.

XIV. Adjournment

Commissioner Healy made a motion to adjourn, seconded by Commissioner Broda, unanimously approved by a voice vote. All aye, motion carried.

Meeting adjourned at 6:53 PM