

**Minutes of a Meeting
of the**

BOARD OF COMMISSIONERS

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

January 18, 2024

I. The meeting was called to order by Chairman Zay at 6:30 PM

II. Roll Call

Commissioners in attendance: D. Bouckaert, N. Cuzzone, J. Fennell, D. Novotny, J. Pruyn, K. Romano, K. Rush, D. Van Vooren, J. Zay.

Commissioners absent: J. Healy, D. Russo, F. Saverino, P. Suess

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

III. Public Comments

No public comment was offered.

IV. Approval of Minutes

Commissioner Romano moved to approve the minutes of the November 16, 2023 Regular Meeting of the DuPage Water Commission, seconded by Commissioner Pruyn, unanimously approved by a voice vote. All Aye, motion carried.

V. Treasurer's Report

General Manager May presented the November and December 2023 Treasurer's Reports consisting of 13 pages each with pages 1 and 2 containing brief summaries of the reports.

November 2023

General Manager May noted \$230.8 million of cash and investments on page 4, an increase of \$0.8M from the previous month. General Manager May also pointed out the schedule of investments on pages 5 through 11 totaling \$219.5 million and the market yield on the total portfolio showed 3.68% 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 \$3.1 million and operating activities increased by approximately \$2.3 million. Also noted on page 13, the monthly cash/operating report showed that the Commission has met all recommended reserve balances.

December 2023

General Manager May noted \$230.5 million of cash and investments on page 4, a decrease of \$0.3M from the previous month. General Manager May also pointed out the schedule of investments on pages 5 through 11 totaling \$220.0 million and the market yield on the total portfolio showed 3.68% which is unchanged from the prior month. On page 12, the statement of cash flows showed an increase in cash and investments by about \$2.8 million and operating activities increased by approximately \$2.0 million. Also noted on page 13, the monthly cash/operating report showed that the Commission has met all recommended reserve balances.

Commissioner Cuzzone moved to accept the November and December 2023 Treasurer's Reports, seconded by Commissioner Fennell, unanimously approved by a voice vote. All aye, motion carried.

- VI. Cyber Security Presentation - Mr. Denis Cuvalo, IT Supervisor/Systems Engineer, gave the Board an overview of the enterprise network cyber security best practices, monitoring solutions, training initiatives, control network best practices, data and system backup strategies, as well as future projects and initiatives.

VII. Committee Reports

A. Finance Committee

The Finance committee did not meet.

B. Administration Committee

Item 1: Commissioner Rush gave a brief report of the Administration Committee.

Item 2: Request for Board Action: Professional Development Travel and Expenses. To Approve/Ratify the Estimated Expenditures as listed in the approved FY-23/24 Management Budget and as listed.

Item 3: Request for Board Action: Recommendation to Receive and perform First Reading of the Amended and Restated DuPage Water Commission By-laws

Item 4: Resolution No. R-3-24: To Suspend the Purchasing Procedures and Authorize the Execution of a Consulting Agreement with IT Savvy LLC for IT Security Network Managed Services, in the amount of \$ 70,206.

Item 5: Resolution No. R-8-24: A Resolution Approving Water Purchase and Sale Contract with Contract Customers, for a Term Expiring on February 24, 2064.

Item 6: Resolution No. R-9-24: First Amendment to DuPage Water Commission Emergency Interconnection Agreement with the Village of Schaumburg.

Item 7: Resolution No. R-10-24: Addendum to Water Purchase and Sale Contract with UChicago Argonne, LLC.

Commissioner Rush moved to adopt item numbers 2 through 7 under the Administrative Committee Report section of the agenda in a single group pursuant to the Omnibus Vote Procedures seconded by Commissioner Van Vooren, unanimously approved by a Roll Call Vote.

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, D. Novotny, Pruyh, K. Romano, K. Rush, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy, D. Russo, F. Saverino, P. Suess

C. Engineering & Construction Committee

- Item 1: Commissioner Fennell gave a brief report of the Engineering & Construction Committee.
- Item 2: Resolution No. R-1-24: A Resolution Approving a 12-Month Contract Time Renewal for Heavy Machinery and Equipment Rigging, Transportation and Installation Service to Mecon Industries Inc. No cost for this action.
- Item 3: Resolution No. R-2-24: A Resolution Suspending Purchasing Procedures and Authorizing the General Manager to Purchase a Pump Control Valve from American Control Valve - \$225,000.00 and Procure Repair Services for a Malfunctioning Pump Control Valve from A/C Service and Repair – Estimated Cost of \$150,000.00, Sole Source Providers.
- Item 4: Resolution No. R-4-24: A Resolution Approving and Authorizing the Execution of an Amendment of Task Order No. 01 with Burns & McDonnell Engineering Co., Inc., at a Not-To-Exceed additional cost of \$5,447.00.
- Item 5: Resolution R-5-24: A Resolution Suspending Purchasing Procedures and Authorizing the General Manager to Purchase Replacement Mechanical Seals, Associated Parts, and Labor Service for the Commission’s Large Service Pumps from Superior Industrial Equipment. At a Not-To-Exceed cost of \$180,000.00.
- Item 6: Resolution No. R-6-24: A Resolution to Ratify Certain Work Authorization Orders Under Quick Response Contract QR-12/21, WAO No. 021, Rossi Contractors, Inc. At an estimated not to exceed cost of \$30,000.00
- Item 7: Resolution No. R-7-24: A Resolution to Ratify Certain Work Authorization Orders Under Quick Response Contract QR-12/21, WAO No. 022, Benchmark Construction Co., Inc., at an estimated Not-to-Exceed cost of \$220,000.00.
- Item 8: Request for Board Action: Authorization for General Manager to Issue a Purchase Order to W.W. Grainger Inc. for replacement emergency LED light fixtures at remote facilities at a cost of \$38,393.85 plus shipping.

Commissioner Fennell moved to adopt item numbers 2 through 8 under the Engineering & Construction Committee 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, N. Cuzzone, J. Fennell, D. Novotny, Pruy, K. Romano, K. Rush, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy, D. Russo, F. Saverino, P. Sues

VIII. Accounts Payable

A. November and December 2023

Item 1: To approve the Accounts Payable in the amount of \$8,945,420.94 (November 2023) disbursements made with the concurrence of the Commission's Chairman and \$9,260,498.49 (December 2023), 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 \$2,930,575.00 (November 2023) disbursements made with the concurrence of the Commission's Chairman and \$2,321,275.00 (December 2023), subject to submission of all contractually required documentation, for invoices that have not yet been received but have been estimated.

Chairman Zay asked for a motion to combine and approve the accounts payable disbursements and the estimated accounts payable for November and December 2023, Commissioner Pruy moved, seconded by Commissioner Rush and unanimously approved by a roll call vote.

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, D. Novotny, Pruy, K. Romano, K. Rush, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy, D. Russo, F. Saverino, P. Sues

IX. Chairman's Report

Chairman Zay reminded the Commissioners to complete the Preventing Workplace Harassment training if they had not yet done so.

X. Old Business

General Manager May acknowledged the IT department, Denis Cuvalo, Sanghyo Kim and Jenessa Rodriguez. Their management of the multilayered systems and security of all DWC systems is excellent and very much appreciated.

The Source Water update – The Carollo report has been revised and sent to Burns & McDonnell for validation. This updated report will provide more detailed project scheduling information, enabling Chicago contract extension terms. The next meeting a Resolution to approve the Chicago Contract Extension will be on the agenda, extending the contract between 15 to 20-year extension. All Contract Customers have passed resolutions concurring with our recommendation.

North Suburban Municipal Joint Action Water Agency (NSMJAWA) meetings continue, although the Northwest Water Commission (NWC) is opting out, as it was not financially advantageous for them. Next year’s budget will reflect early activities, congressionally directed spending, research, land acquisitions and appraisals, and geotechnical work. We can expect another refinement Task Order for the Carollo report on the next agenda to update the report without the inclusion of NWC.

Chicago Contract update – Shared use agreement has been received regarding Lexington, less favorable than the last one.

WaterLink update – Phase I engineering is concluding; Phase II engineering contract will be brought forward in the coming months. The entire cost of the project will be borne by the Municipalities.

DuPage County Forest Preserve District – Initial meeting with Forest Preserve District regarding the route down Book Road. An alternative route using forest preserve easements would minimize traffic disruption and demonstrate a substantial savings.

General Manager May noted the importance of the 40-year contract extension, indicating that it presents the opportunity and duty to continue to provide Lake Michigan Water to DuPage County communities for the next several generations. General Manager May expressed his appreciation to the DWC Board members and legal counsel, as well as municipal staff members for ensuring that the rather complex approval process went smoothly.

XI. New Business

No new business was offered.

XII. Executive Session

No Executive Session was offered.

XIII. Adjournment

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

Meeting adjourned at 6:43 PM.