

**MINUTES OF A MEETING OF THE
ADMINISTRATION COMMITTEE
OF THE DuPAGE WATER COMMISSION
HELD ON JANUARY 13, 2005**

The meeting was called to order at 7:05 P.M. at the Commission's office located at 600 East Butterfield Road, Elmhurst, Illinois.

Committee members in attendance: E. Chaplin, W. Murphy, D. Zeilenga, and L. Hartwig

Committee members absent: M. Vondra (*ex officio*)

Also in attendance: R. Martin, M. Crowley, and K. Godden

Commissioner Murphy moved to approve the Minutes of the December 9, 2004 Administration Committee meeting. Seconded by Commissioner Zeilenga.

Commissioner Zeilenga questioned whether the General Manager was directed to meet with the managers/administrators of the customer utilities to explore options to ensure the reliability and safety of the customers' back up well water supply before the January Committee meeting or whether the meeting was to occur as and when planned by the General Manager as indicated in the draft minutes. Commissioner Chaplin recollected that the direction to meet with the managers/administrators, as well as the request for follow up investigation indicated in the draft minutes, though discussed by the Committee, was withdrawn due to the IEPA's existing regulatory authority.

Commissioners Murphy and Hartwig believed the draft minutes accurately reflected the direction to meet, the timing for the meeting, and the request for follow up investigations. After the Staff Attorney confirmed that the full Board formally (by motion) directed the General Manager to discuss the matter with the managers/administrators, the General Manager reiterated his plan to discuss the matter at the next Managers Round Table that was being planned to coincide with the Board's discussion of the Five Year Capital Improvement Plan and Annual Management Budget for FY 2005/06.

Following Commissioner Zeilenga's request for more detail to be included in future minutes, the motion to approve the Minutes of the December 9, 2004 Administration Committee meeting, as presented, was unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Commissioner Chaplin then distributed material that she obtained from the IEPA that seemed to contradict the supplemental information collected by the General Manager regarding Downers Grove's testing of wells. Commissioner Chaplin indicated that she was waiting for a response from the IEPA as to the currency of the information she obtained, and the General Manager indicated he would request clarification from Downers Grove.

With respect to the establishment of a methodology for prioritizing requests received from customers for participation in the proposed Revolving Loan Program,

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Commissioner Zeilenga verified that the proposed Revolving Loan Program included a deadline for applications (January 1) and that the prioritization methodology would only come into play if the total dollar amount requested exceeded the amount of funds budgeted for the proposed Revolving Loan Program in any given year.

Commissioner Chaplin questioned the need for the proposed Revolving Loan Program when grants and/or loans were available from the State of Illinois for customer water system extensions into unincorporated areas served by individual wells. Commissioner Chaplin also suggested that, before the Board considers the proposed Revolving Loan Program, the residents in the affected areas be surveyed as to their desire to be connected to a public water supply with the potential for annexation, distributing a report entitled "Changing Course" that was prepared by the Metropolitan Planning Council and which indicated unincorporated areas should remain unincorporated. Commissioner Chaplin concluded her remarks by noting the proposed Revolving Loan Program should not be considered comparable to the Commission's Contaminated Well Water Loan Program because the latter program was developed in response to entirely different circumstances.

Commissioner Hartwig did not agree that the Commission should survey residents in the affected areas before considering the proposed Revolving Loan Program, but did suggest, and the Committee members concurred, that the Committee should limit itself to determining a methodology for prioritizing applications for participation in the proposed Revolving Loan Program without determining whether the proposed Revolving Loan Program should be implemented; the latter determination being more appropriate for discussion by the Board as a whole.

Before proceeding as suggested by Commissioner Hartwig, Commissioner Chaplin reported her understanding that Woodridge would be receiving (perhaps in April) monies from Lockformer and confirmed with Commissioner Murphy that Woodridge would repay the Commission's Contaminated Well Water Loan to the extent of the Lockformer funds received by Woodridge.

With respect to the establishment of a methodology for prioritizing requests received from customers for participation in the proposed Revolving Loan Program, Commissioner Zeilenga indicated his preference for establishing a maximum loan amount based upon a set dollar amount per household to be served to ensure loan recipients are more financially responsible with project costs. Commissioner Zeilenga also indicated the concept of a cap based upon a set dollar amount per household to be served could be combined with staff's recommendation to prioritize loan requests based upon projects that serve the most households for the least cost. Commissioner Zeilenga concluded his remarks by suggesting a third alternative: Eliminating prioritization and, instead, create a subcommittee of Commissioners that would review applications, interview applicants, and make recommendations to the full Board. The Committee concurred with Commissioner Zeilenga's third alternative.

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Commissioner Zeilenga moved to recommend to the full Board that, as suggested by staff, applications should be required to be submitted by a date certain each year in order to be eligible for consideration; and that a subcommittee of Commissioners review all eligible applications received, interview applicants if necessary, and make recommendations to the full Board. Seconded by Commissioner Murphy and approved by a Voice Vote.

A majority voted aye, with Commissioner Chaplin voting nay. Motion carried.

Commissioner Zeilenga moved to adjourn the meeting at 7:35 P.M. Seconded by Commissioner Chaplin and unanimously approved by a Voice Vote.

All voted aye. Motion carried.