



DuPage Water Commission

MEMORANDUM

TO: Chairman and Commissioners

FROM: Robert L. Martin, P.E. 
General Manager

DATE: August 10, 2004

SUBJECT: Supplemental Board Meeting Information

Attached is the following supplemental Information for the August 12, 2004 Commission meeting:

1. Financial System Memorandum dated August 6, 2004
2. Board Meeting Attendance Memorandum dated August 10, 2004
3. TW-3 Hydraulic Evaluation Memorandum dated August 10, 2004.
4. City of Wheaton Resolution No. R-52-04. A Resolution Rescinding Resolution R-65-93 (Subsection 12 C) Charter Customer Contract – DuPage Water Commission
5. Media Article:
 - a. Daily Herald, Saturday, July 31, 2004 – City chose facility over lake water.



DuPage Water Commission

MEMORANDUM

TO: Robert Martin, General Manager

FROM: Cheryl Pattelli, Financial Administrator CP

DATE: August 6, 2004

SUBJECT: Financial System

As you know, the Commission currently uses Excel spreadsheets to function as its accounting system. During the fiscal year 2003-04 audit, the auditors considered the Commission's lack of commercial accounting software to be a reportable condition. According to the auditors, a reportable condition involves "matters ...relating to significant deficiencies in the design or operation of internal control that ...could adversely affect the Commission's ability to record, process, summarize, and report financial data consistent with the assertions of management in the basic financial statements."

I agree with the auditor's statement regarding our current accounting system. The Excel system uses a series of complex links that are very time consuming and difficult to work with. There is no easy way to quickly obtain information needed for everyday decision making and financial analysis. There is great potential to modify formulas, either purposely or unknowingly, within the spreadsheets. Any changes in formulas or links could easily go undetected, creating inaccurate information and unreliable financial reports. Given the inadequacies of Excel, I would like to proceed with the process of choosing and implementing a new financial software package for the Commission.

I want to make sure that you and the Board agree with my plan, which is described below, for choosing a financial system. Due to the nature of financial system software, I am requesting that the Board waive the bidding process for this project. In most instances there is only one vendor for a particular financial software system and price cannot be the only component considered when choosing the right system for the Commission.

During the past month, I have contacted our auditors, the Government Finance Officer's Association (GFOA), all of our customers, some of my former contacts and other water commissions regarding financial system software. The GFOA provided me with a list of software vendors used by many governments throughout the country. I conducted in-depth phone interviews with all of our customers regarding their current financial systems. I have also received information and/or set up meetings with over 15 vendors that have been recommended. It is important to me

to choose a vendor and financial system that has successfully worked with other organizations in the area.

Because the Commission's accounting is straightforward with a relatively low number of monthly transactions, price is another important factor in my decision. I am not considering systems in excess of \$100,000; therefore, many of the vendors I contacted have been eliminated from my search. Higher cost systems tend to have much more functionality than what the Commission needs.

I plan on evaluating and scoring each of the vendors on their qualifications and application features. System demonstrations will be vital in assessing the application features of each system. Important vendor qualification questions include:

- How long has the vendor been in business?
- Is the vendor specialized in the public sector?
- Is the vendor current with financial system technology?
- Are the applications Window based?
- How many prior installations has the vendor completed?
- What governmental agencies in the area use the vendor?

Applications features that will be evaluated include:

- General Ledger
- Budget Preparation
- Accounts Payable
- Accounts Receivable
- Purchasing
- Fixed Assets
- Project Accounting
- Report Writing
- Payroll and Human Resources
- Implementation
- Training and ongoing support

After each vendor is evaluated, I will perform thorough reference checks on the top three vendors. Each of the final vendors will be asked to submit a final price proposal and a decision will be made based on all factors involved.

Because payroll is a major component of any financial system, I also will be looking into outsourcing payroll during this process. If outsourcing is cheaper than in-house processing, which I believe it will be because of the simplicity of our payroll, I will evaluate outsourcing companies using much of the same qualification criteria explained above.

Once my decision has been made, I would like to bring my proposal, including my payroll proposal, to the Board for approval. If the Board wishes, I will prepare a presentation explaining the benefits and features of the new system. If approved, I plan on beginning implementation immediately.



DuPage Water Commission

MEMORANDUM

TO: Commissioner Benson

Copies: Chairman Vondra and Commissioners

FROM: Robert L. Martin, P.E. *RLM*
General Manager

DATE: August 10, 2004

SUBJECT: Meeting Attendance

The following is the information you requested:

Meeting	No. of Commissioners Present	No. of Commissioners by Phone	No. of Commissioners Absent	Cost of Teleconf
July 10, 2002	11		1	
Aug. 8, 2002	9		3	
Sept. 12, 2002	10		3	
Oct. 10, 2002	10		3	
Nov. 14, 2002	10		3	
Dec. 12, 2002	10		3	
Jan 9, 2003	10	1 (JJ)	2	\$52.90
Feb 13, 2003	9		4	
Mar 12, 2003	10		3	
Apr 10, 2003	11	1 (RB)	1	\$82.03
May 7, 2003	12		0	
Jun 12, 2003	12		1	
July 17, 2003	11	1 (RB)	1	\$89.74
Aug 14, 2003	12		1	
Sept 11, 2003	11		2	
Oct 8, 2003	11		1	
Nov 13, 2003	10		2	
Dec 11, 2003	9	1 (RT)	2	\$65.00
Jan 8, 2004	9		2	
Feb 12, 2004	7	2 (RB & GW)	3	\$101.35
Mar 11, 2004	12		1	
Apr 7, 2004	13		0	
May 13, 2004	10		3	
Jun 10, 2004	11	1 (TF)	1	\$37.17
July 9, 2004	11		2	



DuPage Water Commission

MEMORANDUM

TO: Michael Winegard
Vice President , Consoer Townsend Envirodyne

COPIES: Chairman and Commissioners

FROM: Robert L. Martin, P.E.
General Manager

DATE: August 10, 2004

SUBJECT: TW-3 Hydraulic Evaluation

In your hydraulic evaluation of Transmission Main TW-3, you are directed to evaluate Transmission Main TW-3 for same conditions of redundancy as Transmission Mains TS-5, TW-1, TW-2 and TIB-1.

Construction/TW-3/Hydraulic Evaluation TW-3 040810.doc



Mayor

C. James Carr

City Council

Alan Bolds

Liz Corry

Dave Johnson

Linda W. Johnson

Robert Mork

Tom Mouhelis

City Manager

Donald B. Rose

CITY OF WHEATON, ILLINOIS

RESOLUTION NO. R- 52-04

A RESOLUTION RESCINDING RESOLUTION R-65-93 (SUBSECTION 12 C) CHARTER CUSTOMER CONTRACT-DUPAGE WATER COMMISSION

I HEREBY CERTIFY that I am the City Clerk of the City of Wheaton, DuPage County, Illinois, and that, as such City Clerk, I have the custody of the papers, entries, records and ordinances of said City.

I FURTHER CERTIFY that the attached is a true and correct copy of City of Wheaton Resolution No. R- 52-04 which was adopted by the Wheaton City Council on Monday, August 2, 2004.

I have hereunto set my hand and affixed the seal of said City this 3rd day of August, 2004.



City Clerk

RESOLUTION NO. R-52-04

A RESOLUTION RESCINDING RESOLUTION R-65-93 (SUBSECTION 12C) – CHARTER
CUSTOMER CONTRACT-DUPAGE WATER COMMISSION

WHEREAS, the City of Wheaton is a Charter Member of the DuPage County Water
Commission; and

WHEREAS, the City of Wheaton in Resolution R-65-93 waived the application of
Subsection 12(c) of the Charter Customer Contract between the City of Wheaton and the DuPage
County Water Commission; and

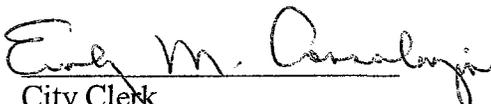
WHEREAS, Section 3 of said Resolution permits written withdrawal of said waiver; and

WHEREAS, the Mayor and City Council of the City of Wheaton deem it in the best
interests of the public health, safety and welfare of the citizens of the City of Wheaton to repeal
the resolution approving the waiver of subsection 12(c) of the Charter Customer Contract.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of
Wheaton, Illinois, that Resolution R-65-93 is hereby repealed and rescinded in its entirety. Be it
further resolved that the City of Wheaton hereby asserts application of subsection 12(c) of the
Charter Customer Contract in full accordance with its term and is consistent with State Statute.

ADOPTED this 2nd day of August, 2004.

ATTEST:


City Clerk

Mayor



Ayes:

Roll Call Vote:

Councilman Mouhelis
Councilman Bolds
Councilwoman Corry
Mayor Carr
Councilwoman Johnson
Councilman Mork

Nays:

None

Absent:

Councilman Johnson

Motion Carried Unanimously

Charter Customer	Waiver Approval		Approval Withdrawn	
	Resolution No.	Date Approved	Resolution No.	Date Approved
Addison	R-93-58	November 1, 1993	R-04-23	April 19, 2004
Bensenville	R-143-93	November 2, 1993	R-37-2004	May 18, 2004
Bloomingtondale	93-R-21	November 22, 1993	2004-R-04	May 24, 2004
Carol Stream	R1495	November 23, 1993	R2060	May 17, 2004
Clarendon Hills	R-11-93	October 18, 1993		
Darien	R-35-93	December 6, 1993		
Downers Grove	Resolution 93-44	November 8, 1993	Resolution 2004-32	June 1, 2004
Elmhurst	R-31-93	November 1, 1993	R-15-04	July 19, 2004
Glen Ellyn	R-93-26	November 8, 1993	Resolution No. 04-13	July 26, 2004
Glendale Heights	93-R-41	November 4, 1993		
Hinsdale	R-93-24	November 2, 1993	R2004-08	June 15, 2004
Itasca	R-183-93	November 2, 1993		
Lisle	R-93-1229	November 15, 1993		
Lombard	R-49-94	November 4, 1993	R-131-04	May 20, 2004
Naperville	R-93-22	November 16, 1993		
Oak Brook	R-93-DWC-R-601	October 26, 1993		
Roselle	R-93-814	October 25, 1993		
Villa Park	R-93-61	October 25, 1993		
Westmont	Resolution	November 1, 1993		
Wheaton	R-65-93	October 18, 1993	Resolution No. R-52-04	August 2, 2004
Willowbrook	93-R-56	November 8, 1993	04-R-28	May 24, 2004
Wood Dale	R-93-48	October 21, 1993		
Woodridge	R-82-93	November 18, 1993	R24-2004	April 1, 2004

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City chose facility over lake water

By Harry Hitzeman Daily Herald Staff Writer
Posted 7/31/2004

You probably won't need to buy a water filter for your loved ones in West Chicago this holiday season.

By early January, residents should have softer water that's as clean as what surrounding towns get from their taps.

Only unlike virtually all other area communities, West Chicagoans won't be drawing their hydration from Lake Michigan.

A holdout while neighboring towns joined forces to bring lake water to the region, West Chicago has now cemented that decision by constructing a new water treatment plant - believed to be the city's largest public works project ever.

The city has until the end of the year to complete the \$18 million water plant and meet a U.S. Environmental Protection Agency deadline to lower levels of radium. The water will also be softer with less iron, which causes rust stains.

West Chicagoans "will get the same quality of water as those who drink from Lake Michigan, at a significantly lower cost," said City Administrator Michael Guttman.

The plant is part of a \$30 million citywide water system overhaul that includes an assortment of new water mains.

All of it, city officials said, will mean cleaner water for residents. Most significantly, the treated water will be within new federal standards for radium, which occurs naturally in water pumped from wells more than 700 feet deep.

Long-term exposure has been linked to an increased risk of cancer, according to the EPA.

"We're removing the radium," said David English, West Chicago utilities superintendent. "We decided to go ahead and vastly improve water quality by filtering out iron and all the other stuff in well water."

Bernie Held, project manager at Crawford, Murphy & Tilly, an Aurora engineering firm that studied the city's water system, said residents will be able to feel and taste the difference.

As for household water softeners and faucet filters, residents "will not need those anymore," Held said.

Removing radium

The plant's story really goes back to 1974, when the EPA issued radium standards as part of the Clean Water Act.

The maximum level was five picocuries - equivalent to a trillionth of a gram - per liter

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of water, said Roger Selburg, manager of the Illinois EPA's public water supplies division.

Radium levels varied among the city's wells between 6 and 12 picocuries, English said.

In the 1990s, the EPA considered loosening the maximum allowable radium standard. But in December 2000, the EPA reaffirmed the 5-picocurie limit and gave communities until Dec. 31, 2003, to comply.

Only 40 Illinois towns met the deadline, Selburg said. Nearly 100 missed it, but the agency has reached compliance agreements with most of them, and West Chicago was given until this Dec. 31.

"We knew there was a large amount of work to do, and it would be quite expensive for municipalities to come into compliance," Selburg said.

West Chicago was not fined because it was working on the treatment plant well before the original deadline, officials said. In fact, no towns have been fined so far, but if upheld in court, the fines can be costly.

Matthew Dunn, environmental enforcement chief for the Illinois attorney general, said the maximum fine is \$50,000, plus \$10,000 for every day the violation remains. That's retroactive to the original deadline of Dec. 31, 2003.

So if a town misses a Jan. 1, 2005, deadline, it could owe \$3.67 million, Dunn said.

Because most DuPage County towns get Lake Michigan water, they weren't affected by the new radium standard. To the west, Batavia is working on an \$18.5 million expansion to its existing plant.

On their own

West Chicago officials now eagerly await the completion of the plant, but five years ago, it wasn't a sure thing.

The city faced a choice of forging ahead with the plant or joining the DuPage Water Commission, a coalition of towns that pooled resources in the 1980s to build the infrastructure to bring in lake water.

A 1999 study commissioned by the city determined a new plant and system improvements would cost \$30 million.

The study put the price of tapping into Lake Michigan at \$18.8 million in capital costs.

But because the city wasn't an original water commission member, it faced a one-time fee of \$6.7 million, said commission general manager Robert Martin.

That brought the total to more than \$25 million. The city opted for the treatment plant.

At the time, some aldermen argued lake water would be better for property values and the city's image, since it was in the midst of the \$800 million Kerr-McGee thorium cleanup.

Radium in well water was not related to the thorium contamination, city and Illinois EPA officials said.

Alderman Jeff Handel, who voted against the plant, said joining the commission would have spread financial liability in case a major water main broke.

"If you have a large enough group, the risk is minimal," Handel said. "If anything major goes wrong, we have to pay for it 100 percent."

Now that the project is under way, he's excited the water quality will improve, as are his neighbors.

"Everybody's waiting for the plant to be finished," Handel said.

Plant offers control

City treasurer and former alderman Don Earley supported the plant option.

Even if it drew lake water, the city would still have to maintain and staff its nine wells, he said. Earley added the lake water would cost 92 cents more per 1,000 gallons, and the city could be at the mercy of internal commission squabbles.

"The biggest thing is we control (the new plant)," Earley said. "It was a good decision we made when the water commission was formed not to join, and it's still a good decision."

Mayor Michael Fortner called the decision a "no-brainer."

"We have to look out for the best interests of West Chicago," he said. "If we can get water at as high or higher quality than (lake) water at a lower cost, we'd be foolish not to do so."

William Mueller, Lombard village president and DuPage Water Commission member, said West Chicago leaders have an obligation to do what they believe is best for residents.

"That was a very serious decision for them to make at the time," Mueller said. "I personally thought in the long run they would be better off hooking up with the commission."

Water rates 'average'

Construction on the West Chicago plant started in April 2003. It also contains offices and a garage for the city's public works employees.

One focal point is an observation deck that will be used for future school field trips and visits from professional groups.

It overlooks two massive funnel-shaped tanks where lime will treat the water and four silos that host the iron-removing operations.

The plant can process 9 million gallons a day. The city's average use is 4 million to 5 million gallons a day but spikes in the summer, English said.

Since June 2003, the city has installed more than seven miles of new water mains connecting its nine wells with the new treatment plant, English said.

The city landed some grants to pay for the project but still had to borrow \$23 million. To help repay that, the city raised water rates last spring to \$2.70 per 100 cubic feet, the equivalent of \$3.61 per 1,000 gallons.

Before the jump, rates had been just 90 cents per 100 cubic feet, or \$1.20 per 1,000 gallons, for more than a decade.

When bonds sold to finance the project are paid off in 20 years, Fortner hopes the city will lower its water rate.

Some residents have complained about the increase, but the rates are near or below those in towns that receive water from Lake Michigan.

Glendale Heights residents pay about \$3.26 per 1,000 gallons, for instance. In Glen Ellyn, it's \$8.83 per 1,000 gallons.

The rates "are still very average," English said. "For what we're doing and the amount of money we're spending, it's being done in a very fiscally responsible manner."

Judy Leeseberg has seen her quarterly water bill rise from \$21 in 1989 to \$55 in 2004.

Leeseberg, who drinks bottled water but uses city water for cooking, bathing and laundry, said the increase was not "unreasonable."

"It was going to be expensive either way," she said. "It would be cheaper in the long-run to do the treatment plant."

She's curious to see if the lime-treated water will be better and cause less rust stains in the washing machine and tub.

Will she drink the new water?

"That," Leeseberg said, "is a good question."

Water: Plant can process 9 million gallons per day

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