

**MINUTES OF A MEETING OF THE
DuPAGE WATER COMMISSION
HELD ON THURSDAY, APRIL 10, 2008
600 E. BUTTERFIELD ROAD
ELMHURST, ILLINOIS**

The meeting was called to order by General Manager Martin at 7:32 P.M.

Commissioners in attendance: E. Chaplin, L. Hartwig, W. Maio, G. Mathews (by teleconference), W. Murphy, A. Poole, F. Saverino, J. Vrdolyak, G. Wilcox (by teleconference), and D. Zeilenga

Commissioners Absent: W. Mueller and L. Rathje

Also in attendance: Treasurer R. Thorn, R. Martin, R. M. Richter, M. Crowley, C. Johnson, T. McGhee, R. C. Bostick, F. Frelka, and E. Kazmierczak

Due to the absences of both Chairman Rathje and Vice Chairman Mueller, Commissioner Murphy moved to appoint Commissioner Maio Chairman Pro Tem for the April Commission Meeting. Seconded by Commission Saverino and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Commissioner Murphy moved to open the Charter Customer Hearing Regarding the Management Budget Ordinance for the Fiscal Year Commencing May 1, 2008 and Ending April 30, 2009. Seconded by Commissioner Vrdolyak and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

There being no comments, Commissioner Murphy moved to close the Charter Customer Hearing Regarding the Management Budget Ordinance for the Fiscal Year Commencing May 1, 2008 and Ending April 30, 2009. Seconded by Commissioner Hartwig and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

PUBLIC COMMENTS

Laurel Bowen, 829 Clyde Drive, Downers Grove, Illinois, read from a prepared statement, noting her concerns with the proposed Fiscal Year 2008-2009 Budget.

APPROVAL OF MINUTES

Commissioner Chaplin moved to approve the Minutes of the March 13, 2008 Regular Meeting of the DuPage Water Commission. Seconded by Commissioner Saverino and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

TREASURER'S REPORT

Treasurer Thorn presented the Treasurer's Report for the month of March 2008 which showed receipts of \$5,838,957.00, disbursements of \$17,045,988.00, and a cash and investment balance of \$80,016.718.00.

Commissioner Poole moved to accept the March 2008 Treasurer's Report. Seconded by Commissioner Saverino and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

COMMITTEE REPORTS

Administration Committee – Reported by Commissioner Hartwig

After Commissioner Hartwig reported that the Administration Committee reviewed and re-evaluated the Commission's Tuition Reimbursement Policy, Commissioner Hartwig moved to amend the Tuition Reimbursement Policy to limit reimbursement to \$4,000.00 per employee per fiscal year. Seconded by Commissioner Zeilenga and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Engineering & Construction Committee

No meeting due to lack of a quorum.

Finance Committee – Reported by Commissioner Poole

Although there was no meeting due to lack of a quorum, Commissioner Poole reported that the Financial Administrator requested that the total dollar amount of the accounts payable needed to be amended at the appropriate time in the agenda; that a representative from McGladrey and Pullen was in attendance to answer questions; and that he would recommend for approval the draft Vehicle Replacement Policy as presented.

CHAIRMAN'S REPORT

Chairman Maio began his report by calling attention to the presentation material included in the Board package material and asked General Manager Martin to provide a brief explanation. General Manager Martin explained that during the last Regional Water Supply Planning Group meeting, Dan Injerd of Illinois Department of Natural Resources made a presentation regarding Lake Michigan Water Allocations and the importance of water conservation. Commissioner Poole mentioned that he noticed, when he was reviewing Mr. Injerd's presentation material, a decrease in the number of communities receiving allocations. General Manager Martin advised that the reason for

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the decrease was probably that communities not using their allocations, such as the Bensenville Park District, were losing their allocations.

Chairman Maio concluded his report by reminding the Commissioners that they will be taking their annual group picture at the May meeting.

MAJORITY OMNIBUS VOTE AGENDA

Commissioner Murphy moved to adopt the items listed on the Majority Omnibus Vote Agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Saverino and unanimously approved by a Roll Call Vote:

Majority Omnibus Vote

Ayes: L. Chaplin, L. Hartwig, W. Maio, G. Mathews, W. Murphy, A. Poole, F. Saverino, J. Vrdolyak, G. Wilcox, and D. Zeilenga

Nays: None

Absent: W. Mueller and L. Rathje

Item 1: Resolution No. R-18-08: A Resolution Directing the Transfer of Certain Excess Account Balances to the General Account of the Water Fund—"Majority Omnibus Vote"

Item 2: Resolution No. R-21-08: A Resolution Releasing Certain Executive Session Meeting Minutes at the April 10, 2008, DuPage Water Commission Meeting—"Majority Omnibus Vote"

SUPER/SPECIAL MAJORITY OMNIBUS VOTE AGENDA

Commissioner Hartwig moved to adopt the items listed on the Super/Special Majority Omnibus Vote Agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Zeilenga.

Commissioner Chaplin questioned why staff recommended awarding the Dedicated Cooling System contract to one of the bidding companies that failed to conform to the specific Request for Proposal requirements. After Staff Attorney Crowley and Manager of Water Operations McGhee advised that staff recommended awarding the contract to Hill Mechanical Group because they submitted the lowest price proposal and the page of explanations, clarifications, and additions attached to their proposal related to technical details that did not substantially deviate from Commission requirements, the motion was unanimously approved by a Roll Call Vote:

Super/Special Majority Omnibus Vote

- Ayes: L. Chaplin, L. Hartwig, W. Maio, G. Mathews, W. Murphy, A. Poole, F. Saverino, J. Vrdolyak, G. Wilcox, and D. Zeilenga
- Nays: None
- Absent: W. Mueller and L. Rathje
- Item 1: Ordinance No. O-3-08: An Ordinance Establishing Rates for Operation and Maintenance Costs—"Super/Special Majority Omnibus Vote"
- Item 2: Ordinance No. O-4-08: An Ordinance Establishing Fixed Costs to be Payable by Each Contract Customer—"Super/Special Majority Omnibus Vote"
- Item 3: Resolution No. R-19-08: A Resolution Directing Advertisement for Bids on a Contract for the Construction of Winfield Meter Station 27B (Contract MS-17/08)—"Super/Special Majority Omnibus Vote"
- Item 4: Resolution No. R-20-08: A Resolution Awarding a Contract for the Installation of a Dedicated Cooling System in the Computer Equipment Room at the DuPage Pumping Station—"Super/Special Majority Omnibus Vote"

OLD BUSINESS

In referring to the one year electrical supply agreement that the Commission entered into with Exelon Energy Company, Commissioner Poole noted that the costs were quite a bit higher than he had anticipated and he asked for copies of the current and prior agreements for comparison purposes. In response to Commissioner Poole's question, General Manager Martin advised that the proposed Fiscal Year 2008-2009 Budget did include an increase in electrical power costs but not necessarily the precise increase in question.

NEW BUSINESS

Commissioner Hartwig moved to approve Ordinance No. O-2-08: An Ordinance Approving and Adopting an Annual Management Budget for the Fiscal Year Commencing May 1, 2008 and Ending April 30, 2009. Seconded by Commissioner Murphy.

Commissioner Chaplin commented that she was having a hard time approving a \$400,000 budget for a Water Conservation Program that had yet to be agreed upon by the Board, noting, for example, Commissioner Hartwig's suggestion at the January meeting that the Commission should get the utility customers involved to compare ideas before any Commission funds were budgeted. General Manager Martin advised that

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staff met with a coalition of municipalities and the county to discuss strategies and develop a Request for Proposal on the most effective way to use Commission funds allocated for water conservation efforts. In response to Commissioner Chaplin's question concerning whether the Board had been advised of the results of that meeting, General Manager Martin promised to report back to the Board with the results.

Commissioner Maio noted as a reminder that, even though the Board previously agreed to include a \$400,000.00 budget for the Water Conservation Program, staff agreed not to spend any of the budgeted funds without prior Board approval.

In response to Commissioner Chaplin's questions concerning the intern budget, General Manager Martin advised that only one of the two intern positions budgeted was expected to be filled.

With respect to the safety training budget, Commissioner Chaplin suggested, and Safety Coordinator Bostick agreed, that a multi-year safety training plan needed to be developed using the matrices developed from OSHA guidelines and previously distributed to the Board by Safety Coordinator Bostick as a starting point. Commissioner Wilcox confirmed that funds budgeted for safety in fiscal year 2007-2008 were comparable to those proposed to be budgeted for fiscal year 2008-2009, with Safety Coordinator Bostick noting of the approximately \$240,000 budgeted for fiscal year 2007-2008, it was expected that only approximately \$165,000 would actually be spent.

After (1) Commissioner Wilcox requested detailed budget vs. expenditure comparisons in the future, noting that budgets should be based upon prior year expenditures, (2) Commissioner Chaplin agreed, noting that budget numbers needed to be more realistic or accurate, and (3) Commissioner Maio confirmed that no vehicles would be replaced until the Board had adopted a vehicle replacement policy, Commissioner Hartwig's motion to approve Ordinance No. O-2-08: An Ordinance Approving and Adopting an Annual Management Budget for the Fiscal Year Commencing May 1, 2008 and Ending April 30, 2009 was approved by a Roll Call Vote:

Ayes: L. Hartwig, W. Maio, G. Mathews, W. Murphy, A. Poole, F. Saverino, J. Vrdolyak, G. Wilcox, and D. Zeilenga

Nays: L. Chaplin

Absent: W. Mueller and L. Rathje

ACCOUNTS PAYABLE

Commissioner Murphy moved to approve the Accounts Payable in the amount of \$4,531.64 subject to submission of all contractually required documentation. Seconded by Commissioner Hartwig.

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After noting that a \$295,000 deposit for Commonwealth Edison was added to the Accounts Payable, Commissioner Poole moved to amend Commissioner Murphy's motion by deleting the dollar amount \$4,531.64 and inserting the dollar amount \$299,531.64 in its place. Seconded by Commissioner Hartwig and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

At which point, Commissioner Murphy's amended motion to approve the Accounts Payable in the revised amount of \$299,531.64 subject to submission of all contractually required documentation was unanimously approved by a Roll Call Vote:

Ayes: L. Chaplin, L. Hartwig, W. Maio, G. Mathews, W. Murphy, A. Poole, F. Saverino, J. Vrdolyak, G. Wilcox, and D. Zeilenga

Nays: None

Absent: W. Mueller and L. Rathje

EXECUTIVE SESSION

None

Commissioner Murphy moved to adjourn the meeting at 8:15 P.M. Seconded by Commissioner Zeilenga and unanimously approved by a Voice Vote.

All voted aye. Motion carried.