

**MINUTES OF A MEETING OF THE
DuPAGE WATER COMMISSION
HELD ON THURSDAY, NOVEMBER 19, 2015
600 E. BUTTERFIELD ROAD
ELMHURST, ILLINOIS**

The meeting was called to order by Chairman Zay at 6:31 P.M.

Commissioners in attendance: J. Broda, L. Crawford, J. Fennell, R. Furstenau, D. Loftus, D. Novotny, J. Pruyn, D. Russo, F. Saverino, M. Scheck, P. Suess and J. Zay

Commissioners Absent: R. Gans

Also in attendance: J. Spatz, C. Johnson, T. McGhee, C. Peterson, J. Rodriguez, R. C. Bostick, F. Frelka, J. Schori, M. Weed, E. Kazmierczak, and R. Jones of Gorski & Good

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Commissioner Broda moved to approve the Minutes of the October 15, 2015 Regular Meeting of the DuPage Water Commission. Seconded by Commissioner Loftus and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

TREASURER REPORT

In the absence of Treasurer Fates, Commissioner Pruyn presented the October 2015 Treasurer's Report, consisting of twelve pages, noting that pages 1, 2 and 3 contained a brief summary of the report.

Commissioner Pruyn pointed out the \$119.4 million of cash and investments on page 4, which reflected an increase of about \$5.4 million from the previous month. Commissioner Pruyn also pointed out the schedule of investments on pages 5 through 10 totaling \$114.2 million and the market yield on the total portfolio showed 83 basis points which had slightly decreased from the prior month. On page 11, the statement of cash flows showed an increase in cash and investments by about \$19.9 million and operating activities increased cash by approximately \$10.9 million, roughly \$18.2 million of sales tax was received, and principal and interest debt payments on bonds totaled about \$5.7 million. On page 12, the monthly cash/operating report showed that the Commission had met or exceeded all of its reserve requirements and approximately \$6.3 million of outstanding debt in Table 3, Row J.

Commissioner Russo moved to accept the October 2015 Treasurer's Report. Seconded by Commissioner Saverino and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

COMMITTEE REPORTS

Finance Committee – Reported by Commissioner Suess

Commissioner Suess reported that the Finance Committee had reviewed and recommended for approval all action items listed on the Finance Agenda and ask if there were any questions.

Hearing none, Commissioner Suess moved to suspend the purchasing procedures of the Commission's By-Laws and to purchase Workers Compensation and Employer's Liability insurance coverage, for a total premium not-to-exceed \$89,828.00, as proposed by Illinois Public Risk Fund and outlined by The Nugent Consulting Group. Seconded by Commissioner Russo.

After Commissioner Suess pointed out that the premium for the workers compensation and employer's liability insurance coverage was about \$6,300.00 less than the previous year plus the Commission would be receiving a rebate of around \$14,000.00, the motion was unanimously approved by a Roll Call Vote.

Ayes: J. Broda, L. Crawford, J. Fennell, R. Furstenau, D. Loftus, D. Novotny, J. Pruyne, D. Russo, F. Saverino, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: R. Gans

Commissioner Suess moved to authorize the Payment of the Unfunded Actuarial Accrued Liability Balance as of December 31, 2014 per IMRF for the DuPage Water Commission Pension Plan (approximately \$1.3 million). Seconded by Commissioner Russo.

After staff noted that they would advise as to how much the Commission would actually save, the motion was unanimously approved by a Roll Call Vote.

Ayes: J. Broda, L. Crawford, J. Fennell, R. Furstenau, D. Loftus, D. Novotny, J. Pruyne, D. Russo, F. Saverino, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: R. Gans

Administration Committee – Reported by Commissioner Crawford

Commissioner Crawford reported that the Administration Committee had reviewed all items listed on the Administration Agenda specifically the revised Employee Handbook noting that the Committee was very pleased with the draft. Commissioner Crawford noted that after the supervisors complete their review of the handbook it would be distributed to the employees.

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Engineering & Construction Committee – Reported by Commissioner Loftus

Commissioner Loftus reported that the Engineering & Construction Committee had reviewed and recommended for approval all action items listed on the Engineering & Construction Agenda. After providing a brief summary of all items, Commissioner Loftus moved to adopt item numbers 2 and 3 under the Engineering & Construction Report section of the Agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Furstenau and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, L. Crawford, J. Fennell, R. Furstenau, D. Loftus, D. Novotny, J. Pruyn, D. Russo, F. Saverino, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: R. Gans

Item 2: Resolution No. R-34-15: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Electrical Contract QRE-6/12 at the November 19, 2015, DuPage Water Commission Meeting (McWilliams Electric Co. Inc. at an estimated cost not-to-exceed \$3,000.00)

Item 3: Resolution No. R-35-15: A Resolution Approving and Ratifying Certain Contract SS-6/15 Change Orders at the November 19, 2015, DuPage Water Commission Meeting (Era-Valdivia Contractors – Net Decrease of \$17,645.00)

Commissioner Loftus concluded his report by noting that staff is seeking proposals regarding the coating and fall protection systems for two tanks and that the decisions regarding those proposals would be made in the next couple of months.

ACCOUNTS PAYABLE

Commissioner Russo moved to approve the Accounts Payable in the amount of \$10,169,795.26 subject to submission of all contractually required documentation, for invoices that have been received and the revised Accounts Payable in the amount of \$2,547,725.00 subject to submission of all contractually required documentation, for invoices that have not yet been received but have been estimated. Seconded by Commissioner Broda and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, L. Crawford, J. Fennell, R. Furstenau, D. Loftus, D. Novotny, J. Pruyn, D. Russo, F. Saverino, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: R. Gans

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CHAIRMAN'S REPORT

Chairman Zay referred to recent news articles regarding water rates increasing in certain cities that mentioned the Commission even though the Commission lowered rates earlier this year. After discussion concluded on the matter, Chairman Zay wished everyone a Happy Thanksgiving.

OMNIBUS VOTE REQUIRING MAJORITY VOTE

None

OMNIBUS VOTE REQUIRING SUPER-MAJORITY OR SPECIAL MAJORITY VOTE

None

OLD BUSINESS

None

NEW BUSINESS

None

Commissioner Furstenau moved to adjourn the meeting at 6:46 P.M. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.