

**MINUTES OF A MEETING OF THE
DuPAGE WATER COMMISSION
HELD ON THURSDAY, JUNE 15, 2017
600 E. BUTTERFIELD ROAD
ELMHURST, ILLINOIS**

The meeting was called to order by Chairman Zay at 6:30 P.M.

Commissioners in attendance: J. Broda, R. Gans, D. Novotny, R. Obarski, J. Pruyn, F. Saverino, M. Scheck, and J. Zay

Commissioners Absent: J. Fennell, J. Healy, D. Loftus, D. Russo, and P. Suess

Also in attendance: Treasurer W. Fates, J. Spatz, C. Johnson, C. Peterson, T. McGhee, F. Frelka, J. Schori, M. Weed, R.C. Bostick, and P. Luetkehans representing Gorski & Good

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Commissioner Obarski moved to approve the Minutes of the April 20, 2017 Regular Meeting of the DuPage Water Commission. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

TREASURER'S REPORT

Treasurer Fates presented the April and May 2017 Treasurer's Reports consisting of 12 pages each, noting that pages 1, 2 and 3 contained a brief summary of each report.

April 2017

Treasurer Fates pointed out the \$161.9 million of cash and investments on page 4, which reflected an decrease of about \$0.1 million from the previous month. Treasurer Fates also pointed out the schedule of investments on pages 5 through 10 totaling \$144.2 million and the market yield on the total portfolio showed 1.23% basis points which reflected an increase from the prior month. On page 11, the statement of cash flows showed an increase in cash and investments by about \$25.6 million and operating activities increased cash by approximately \$28.5 million, and roughly \$12.5 million of sales tax was received. On page 12, the monthly cash/operating report showed that the Commission had met or exceeded all of its reserve requirements.

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May 2017

Treasurer Fates pointed out the \$163.1 million of cash and investments on page 4, which reflected an increase of about \$1.2 million from the previous month. Treasurer Fates also pointed out the schedule of investments on pages 5 through 10 totaling \$146.5 million and the market yield on the total portfolio showed 1.24% basis points which reflected an increase from the prior month. On page 11, the statement of cash flows showed an increase in cash and investments by about \$1.2 million and operating activities increased cash by approximately \$0.9 million, and roughly \$29,000 of sales tax was received. On page 12, the monthly cash/operating report showed that the Commission had met or exceeded all of its reserve requirements.

Commissioner Gans moved to accept the April and May 2017 Treasurer's Reports. Seconded by Commissioner Scheck and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

COMMITTEE REPORTS

Finance Committee – Reported by Commissioner Pruyn

Commissioner Pruyn reported that the Finance Committee reviewed and recommended for approval all action items listed on the Finance Committee Agenda. After providing a brief summary, Commissioner Pruyn moved to Authorize the Transfer of Funds from the General Account to the Capital Reserve Fund Account (\$21.3 million). Seconded by Commissioner Obarski and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, R. Gans, D. Novotny, R. Obarski, J. Pruyn, F. Saverino, M. Scheck, and J. Zay

Nays: None

Absent: J. Fennell, J. Healy, D. Loftus, D. Russo, and P. Sues

Administration Committee – Reported by Commissioner Broda

Commissioner Broda reported that the Administration Committee reviewed and recommended for approval all action items listed on the Administration Committee Agenda. After providing a brief summary, Commissioner Broda moved to adopt Resolution No. R-17-17: A Resolution Authorizing and Ratifying the Disposal of Certain Personal Property Owned by the DuPage Water Commission. Seconded by Commissioner Gans and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, R. Gans, D. Novotny, R. Obarski, J. Pruyn, F. Saverino, M. Scheck, and J. Zay

Nays: None

Absent: J. Fennell, J. Healy, D. Loftus, D. Russo, and P. Sues

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Commissioner Broda noted a couple more items of discussion: 1) that staff is currently developing a Drug and Alcohol Policy for Commission employees and 2) the possibility of rewarding employees that have accumulated the maximum amount of sick time with a service day credit. More information on both items would be forthcoming.

Engineering & Construction Committee – Reported by Commissioner Scheck

Commissioner Scheck began his report by displaying the Water Saver Award that the Commission had received from the 2017 Illinois Section Water Works Association WaterCon Conference and congratulated staff on a job well done. Water Operations Manager McGhee specifically recognized Jenessa Rodriguez for her hard work and dedication with the water conservation program.

Next, Commissioner Scheck reported that the Engineering & Construction Committee reviewed and recommended for approval all action items listed on the Engineering & Construction Committee Agenda. After providing a brief summary of the agenda items, Commissioner Scheck moved to adopt item numbers 2 through 5 under the Engineering & Construction Report section of the Agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Saverino and unanimously approved by a Roll Call Vote.

- Ayes: J. Broda, R. Gans, D. Novotny, R. Obarski, J. Pruyn, F. Saverino, M. Scheck, and J. Zay
- Nays: None
- Absent: J. Fennell, J. Healy, D. Loftus, D. Russo, and P. Suess
- Item 2: Ordinance No. O-7-17: An Ordinance Determining the Prevailing Rate of Wages in DuPage County and Cook County (No Cost).
- Item 3: Resolution No. R-13-17: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Electrical Contract QRE-7/15 at the June 15, 2017, DuPage Water Commission Meeting (McWilliams Electric Co. Inc., estimated cost of \$10,860.00)
- Item 4: Resolution No. R-14-17: A Resolution Approving and Ratifying Certain Contract Change Orders at the June 15, 2017, DuPage Water Commission Meeting (Mertes Contracting Corporation - decrease of \$81,205.00)
- Item 5: Resolution No. R-15-17: A Resolution Awarding Quick Response Contract (Contract QR-11/17) (John Neri Construction Co. Inc., and Rossi Contractors Inc. – No Cost)

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Lastly, General Manager Spatz informed Board members that a consensus was taken during the committee meeting to move forward with an updated hydraulic analysis of the systems distribution system in order to determine flow limits and restrictions related to the planned replacement of the Commission's 60" valve. This analysis would also assist the Commission in determining capacities available to supply additional communities.

ACCOUNTS PAYABLE

Commissioner Obarski moved to approve the Accounts Payable in the amount of \$7,639,201.18 (April 2017, disbursements made with concurrence of Commission's Chairman) and \$8,567,785.73 (May 2017) subject to submission of all contractually required documentation, for invoices that have been received and to approve the Accounts Payable in the amount of \$798,625.00 (April 2017, disbursements made with concurrence of Commission's Chairman) and \$1,267,315.00 (May 2017) 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, R. Gans, D. Novotny, R. Obarski, J. Pruyn, F. Saverino, M. Scheck, and J. Zay

Nays: None

Absent: J. Fennell, J. Healy, D. Loftus, D. Russo, and P. Suess

CHAIRMAN'S REPORT

Chairman Zay reported that discussions are underway regarding the Village of Bartlett's water service and that the Commission's attorney Phil Luetkehans and General Manager Spatz are working on obtaining easements in order to move forward with the design.

OMNIBUS VOTE REQUIRING MAJORITY VOTE

None

OMNIBUS VOTE REQUIRING SUPER-MAJORITY OR SPECIAL MAJORITY VOTE

None

OLD BUSINESS

None

NEW BUSINESS

None

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EXECUTIVE SESSION

Commissioner Scheck moved to go into Executive Session to discuss matters related to personnel pursuant to 5 ILCS 120/2(c)(1) and (2). Seconded by Commissioner Gans and unanimously approved by a Roll Call Vote:

Ayes: J. Broda, R. Gans, D. Novotny, R. Obarski, J. Pruyn, F. Saverino, M. Scheck, and J. Zay

Nays: None

Absent: J. Fennell, J. Healy, D. Loftus, D. Russo, and P. Sues

The Board went into Executive Session at 6:50 P.M.

Commissioner Saverino moved to come out of Executive Session at 6:58 P.M. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

COLLECTIVE BARGAINING AGREEMENT

Commissioner Broda moved to approve Resolution No. R-16-17: A Resolution Approving and Authorizing the Execution of Collective Bargaining Agreement with the International Union of Operating Engineers Local 399 (AFL-CIO). Seconded by Commissioner Scheck and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, R. Gans, D. Novotny, R. Obarski, J. Pruyn, F. Saverino, M. Scheck, and J. Zay

Nays: None

Absent: J. Fennell, J. Healy, D. Loftus, D. Russo, and P. Sues

Commissioner Gans moved to adjourn the meeting at 7:00 P.M. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.