

MINUTES OF A MEETING OF THE
DuPAGE WATER COMMISSION
HELD ON THURSDAY, AUGUST 18, 2022
600 E. BUTTERFIELD ROAD
ELMHURST, ILLINOIS

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

Commissioners in attendance: D. Bouckaert, J. Broda, R. Gans, P. Gustin, D. Novotny, J. Pruyn, K. Rush, D. Russo, F. Saverino, and J. Zay

Commissioners absent: J. Fennell, J. Healy, and P. Suess

Also In Attendance: C. Bostick, D. Panaszek, J. Haney, D. Cuvalo, M. Weed, D. Mundall, P. Luetkehans of Luetkehans Brady Garner & Armstrong LLC, and James Savio of Sikich LLC.

Public Comments

No public comment was offered.

Approval of Minutes

Commissioner Gustin moved to approve the minutes of the June 16, 2022 Regular Meeting of the DuPage Water Commission, seconded by Commissioner Gans and unanimously approved by a voice vote.

All voted aye, motion carried.

Treasurer's Report

Treasurer Fates presented the June and July 2022 Treasurer's Reports consisting of 13 pages each with pages 1 and 2 containing a brief summary of the report.

June 2022

Treasurer Fates pointed out the \$218.4 million of cash and investments on page 4, which reflected a decrease of about \$0.5 million from the previous month. Treasurer Fates also pointed out the schedule of investments on pages 5 through 11 totaling \$184 million and the market yield on the total portfolio showed 1.22% which is up slightly from the prior month. On page 12, the statement of cash flows showed an increase in cash and investments by about \$1.5 million and operating activities increased by approximately \$1.3 million. Also noted on page 13, the monthly cash/operating report showed that the Commission has met all recommended reserve balances.

July 2022

Treasurer Fates pointed out the \$215.6 million of cash and investments on page 4, which reflected a decrease of about \$2.8 million from the previous month. Treasurer Fates also pointed out the schedule of investments on pages 5 through 11 totaling \$184.0 million and the market yield on the total portfolio showed 1.29% which is up slightly from the prior month. On page 12, the statement of cash flows showed a decrease in cash and investments by about \$1.2 million and operating activities decreased by approximately \$1.5 million. Also noted on page 13, the monthly cash/operating report showed that the Commission has met all recommended reserve balances.

All voted aye, motion carried.

Committee Reports

Finance Committee – report by J. Pruyn

Commissioner Pruyn noted that the Finance Committee met and discussed the 2022 Annual Audit Report. He then asked Sikich LLC representative Jim Savio to present the 2022 Annual Audit Report. Mr. Savio began by thanking General Manager May, Financial Administrator Peterson and staff for their help throughout the process. He then provided a favorable summary of the report pointing out that the Commission had no audit adjustments, no past adjustments, no material weaknesses, no significant deficiencies, no deficiencies, and that Sikich therefore provides an unmodified opinion to the Commission, which is the highest opinion they are permitted to provide.

After Mr. Savio concluded his report, Chairman Zay expressed his appreciation to General Manager May and Financial Administrator Peterson for a job well done. With no further discussion, Commissioner Pruyn moved to accept the draft audit report for the fiscal year ending April 30, 2022, to direct the auditors to print the final report, and to direct staff to distribute the FY2022 audit report to the Commission's customers and other interested parties. Seconded by Commissioner Russo and unanimously approved by a Roll Call Vote.

Ayes: D. Bouckaert, J. Broda, R. Gans, P. Gustin, D. Novotny, J. Pruyn, K. Rush, D. Russo, F. Saverino, and J. Zay

Nays: None

Absent: J. Fennell, J. Healy, and P. Suess

Administration Committee - report by P. Gustin

Item 1: Request for Board Action: Authorization for the General Manager to engage in a two (2) year agreement with Sikich LLP for Human Resources Consulting Services. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

Item 2: Resolution No. R-47-22: A Resolution authorizing and ratifying the disposal of certain personal property, computer and electronic equipment, owned by the DuPage Water Commission at no cost.

Commissioner Gustin moved to adopt item numbers 1 and 2 under the Administration Report section of the agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Rush and unanimously approved by a roll call vote.

Ayes: D. Bouckaert, J. Broda, R. Gans, P. Gustin, D. Novotny, J. Pruyn, K. Rush, D. Russo, F. Saverino, and J. Zay

Nays: None

Absent: J. Fennell, J. Healy, and P. Suess

Engineering & Construction Committee – report by F. Saverino

Item 1: Resolution No. R-45-22: A Resolution Approving Certain Work Authorization Orders Under Quick Response Contract QR-12/21 to Benchmark Construction to perform frame and lid repairs at various locations at an estimated cost of \$80,000.00.

Item 2: Resolution No. R-46-22: A Resolution Approving Certain Work Authorization Orders Under Quick Response Contract QR-12/21 to John Neri Construction Co., to perform valve and air release structure repairs at various locations, at an estimated cost of \$110,000.00.

Item 3: Resolution No. R-48-22: A Resolution Awarding Contract MT-12/22 for Soils and Materials Testing Services to Construction & Geotechnical Material Testing, Inc., at an estimated cost of \$92,216.00.

Item 4: Resolution No. R-49-22: A Resolution Approving and Ratifying Task Order 4 Under a Master Contract with Northern Inspection Services, LLC to inspect and test reverse current switches, at a cost not to exceed \$9,320.00.

Item 5: Resolution No. R-50-22: A Resolution Approving and Ratifying Task Order 2 Under a Master Contract with Dixon Engineering, Inc., at a cost not to exceed \$38,600.00.

Item 6: Resolution No. R-51-22: A Resolution Approving Certain Work Authorization Orders Under Quick Response Contract QR-12/21 to Rossi Contractors, Inc. to install new cathodic protection handholes at an estimated cost of \$36,275.00.

Item 7: Resolution No. R-52-22: A Resolution Approving and Authorizing the execution of a Master Contract with A.C. Engineering for Professional Engineering Services and Authorization of Task Order No. 01, at a cost not to exceed \$10,000.00 per assignment.

Commissioner Saverino moved to adopt item numbers 1 through 7 under the Engineering and Construction Committee Report section of the agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Bouckaert and unanimously approved by a roll call vote.

Ayes: D. Bouckaert, J. Broda, R. Gans, P. Gustin, D. Novotny, J. Pruyn, K. Rush, D. Russo, F. Saverino, and J. Zay

Nays: None

Absent: J. Fennell, J. Healy, and P. Sues

Accounts Payable

Commissioner Pruyn moved to approve the Accounts Payable in the amount of \$12,149,765.89 (June 2022), disbursements made with the concurrence of the Commission's Chairman and \$12,570,689.06 (July 2022) subject to submission of all contractually required documentation for invoices that have been received. Seconded by Commissioner Russo and unanimously approved by a roll call vote.

Ayes: D. Bouckaert, J. Broda, R. Gans, P. Gustin, D. Novotny, J. Pruyn, K. Rush, D. Russo, F. Saverino, and J. Zay

Nays: None

Absent: J. Fennell, J. Healy, and P. Sues

Commissioner Gustin moved to approve the Accounts Payable in the amount of \$1,389,775.00 (June 2022), disbursements made with the concurrence of the Commission's Chairman and \$1,513,675.00 (July 2022) subject to submission of all contractually required documentation, for invoices that have not yet been received but have been estimated, seconded by Commissioner Russo and unanimously approved by a roll call vote.

Ayes: D. Bouckaert, J. Broda, R. Gans, P. Gustin, D. Novotny, J. Pruyn, K. Rush, D. Russo, F. Saverino, and J. Zay

Nays: None

Absent: J. Fennell, J. Healy, and P. Sues

Chairman's Report

Chairman Zay began by reminding Commissioners that some terms are expiring. To be considered for reappointment, an application must be completed on the DuPage County website along with a resume submission. The Chairman's term is also set to expire on January 1, 2023. Chairman Zay cautioned that appointments may be stalled until a new DuPage County Board Chairman is elected and seated in December 2022, but that all currently appointed positions remain active until and unless another appointment is made.

Chairman Zay thanked staff for all of their continued hard work during a very busy time at the Commission. The taco truck intern lunch, was a big hit and was appreciated by the staff. Chairman Zay noted that the smiling faces are nice to see and very much appreciated.

General Manager Paul May referenced the recent polyfluoroalkyl substances (PFAS) article in the Chicago Tribune. This article, along with information from the Commission was sent out to City and Village Managers and Public Works directors. Chicago has done testing and is currently not at a detectable level for PFAS.

General Manager May went on to inform the Commissioners that Community meetings of customers, based geographically, are ongoing, Pipeline Supervisor, Dariusz Panaszek, is coordinating.

Community engagement will include Scout troops at the next few Commission meetings. September and October meetings will have Scout troops here to present the flag and lead the Pledge of Allegiance. They will observe the meeting and have an opportunity to engage the Commissioners, all working towards a merit badge. General Manager May noted that if any commissioners have other groups, such as Girl Scouts, middle school environmental clubs, or other interested community groups, please advise and staff will reach out to them for future opportunities.

The Village Managers from Montgomery, Oswego, and Yorkville attended a milestone setting meeting today, with a target set to receive Lake Michigan water by the end of 2027. Concurrently, staff is responding to the City of Chicago's Cost of Service study with a detailed list of questions and clarifications. Also concurrently, DWC is in negotiations for a contract extension with the City of Chicago, as the contract with them expires December 2023. We are recommending adding special legal counsel to assist our corporate counsel, and a recommendation will be brought forward at the next meeting. Chairman Zay inquired when the letter requesting the contract extension needs to be sent. General Manager May gave a brief description of the timeline.

Potential customer, Aqua is progressing through their legal review process and it is expected that a Subsequent Customer Agreement will be ready by the October meeting.

Old Business

No Old Business was offered.

New Business

No New Business was offered.

Executive Session

No executive session was necessary.

Adjournment

Commissioner Broda made a motion to adjourn, seconded by Commissioner Gustin unanimously approved by a voice vote, all aye, motion carried. The meeting was adjourned at 7:01 P.M.