

**MINUTES OF A MEETING OF THE  
DU PAGE WATER COMMISSION  
HELD ON THURSDAY, AUGUST 14, 2003  
600 E. BUTTERFIELD ROAD  
ELMHURST, ILLINOIS**

The meeting was called to order by Chairman Vondra at 7:42 P.M.

Commissioners in attendance: R. Benson, E. Chaplin, L. Hartwig, J. Janicik, B. Krajewski, W. Mueller, A. Poole, R. Thorn, R. Tolentino, G. Wilcox, D. Zeilenga and M. Vondra

Also in attendance: J. Holzwart, R. Martin, E. Nawrocki, R. Skiba, D. Eckmann, (AB&H), W. Green (AB&H) and M. Crowley (H&K).

PUBLIC COMMENTS - No comments

Commissioner Wilcox moved to approve the Minutes of the July 17, 2003 meeting of the DuPage Water Commission. Seconded by Commissioner Tolentino and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Commissioner Wilcox moved to approve the Minutes of the July 17, 2003 Executive Session meeting of the DuPage Water Commission. Seconded by Commissioner Chaplin and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

The Treasurer's Report for the month of July 2003 showed receipts of \$6,342,939.62, disbursements of \$5,625,017.04 and a cash and investment balance of \$198,023,087.13.

Commissioner Wilcox moved to accept the July 2003 Treasurer's Report. Seconded by Commissioner Thorn and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

COMMITTEE REPORTS

Administration Committee – Report by Commissioner Thorn

Commissioner Thorn reported the Administration Committee discussed personnel matters, which will be discussed further in Executive Session.

## Minutes of the 8/14/03 Meeting

Commissioner Wilcox 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 Hartwig and unanimously approved by a Roll Call Vote:

Ayes: R. Benson, E. Chaplin, L. Hartwig, J. Janicik, B. Krajewski, W. Mueller, A. Poole, R. Thorn, R. Tolentino, G. Wilcox, D. Zeilenga and M. Vondra

Nays: None

The Commission went into Executive Session at 7:47 P.M.

Commissioner Wilcox moved to come out of Executive Session at 8:30 P.M. Seconded by Commissioner Benson and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Chairman Vondra noted that Bernadette Slowinski has tendered her resignation and is requesting that her last day be December 11, 2003 per the conditions of Resolution No. R-29-03. The Board accepted the December 11, 2003 requested retirement date, and the Chairman thanked Ms. Slowinski for her 17 years of loyal service to the Commission.

### Engineering Committee – Report by Commissioner Wilcox

The Engineering Committee reviewed progress payments in the amount of \$351,717.29 and recommended approval as part of the Accounts Payable, subject to submission of all contractually required documentation.

The Engineering Committee reviewed the reduction in retention in the amount in the amount of \$362,337.95 for Contract TW-2 as part of the Accounts Payable, subject to submission of all contractually required documentation.

The Committee discussed various options regarding mapping the Commission's pipelines on a geographical information system (GIS) using a global positioning system (GPS) and directed staff to prepare a Request for Proposals for engineering services in connection with the project.

### Finance Committee – Report by Commissioner Poole

The Finance Committee reviewed the Treasurer's Report, the July financial statements and the revised Accounts Payable.

Staff reported that the Commission's liability insurance is now with American Alternative Insurance Corporation (AAIC) per the direction of the Commission and that the Commission's insurance broker, Arthur J. Gallagher Risk Management Services, Inc., is seeking an additional \$15 million of coverage.

## Minutes of the 8/14/03 Meeting

Staff reported that the audit report was received on August 13, 2003 in draft form and that the final draft will be available at the September 11, 2003 Commission meeting.

It was also reported that Ordinance O-9-03, which is on the Commission's Omnibus Vote Agenda, authorizes the sale of the Series 2003 Bonds if the following conditions are satisfied in making the sale: The Commission receives (1) \$6,000,000 or more of gross debt service savings; (2) \$3,000,000 or more of present value debt service savings and (3) present value debt service savings equal to three percent or more of the principal amount of Series 1993 Bonds to be refunded.

### OMNIBUS VOTE AGENDA

Commissioner Hartwig requested that Resolution R-30-03 be removed from the Omnibus Vote Agenda.

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

#### Omnibus Vote

Ayes: R. Benson, E. Chaplin, L. Hartwig, J. Janicik, B. Krajewski, W. Mueller, A. Poole, R. Thorn, R. Tolentino, G. Wilcox, D. Zeilenga and M. Vondra

Nays: None

Item 1. Ordinance O-9-03: An Ordinance Authorizing the Issuance and Sale of Water Revenue Refunding Bonds, Series 2003, of the DuPage Water Commission – "Omnibus Vote"

Item 2. Resolution R-32-03: A Resolution Releasing Certain Executive Session Meeting Minutes at the August 14, 2003 DuPage Water Commission Meeting – "Omnibus Vote"

### OLD BUSINESS

### NEW BUSINESS

Commissioner Benson moved to suspend the purchasing procedures of the Commission's By-Laws and approve Purchase Order No. 7638 in the amount of \$73,610.00 to U.S. Automation. Seconded by Commissioner Wilcox and unanimously approved by a Roll Call Vote:

Ayes: R. Benson, E. Chaplin, L. Hartwig, J. Janicik, B. Krajewski, W. Mueller, A. Poole, R. Thorn, R. Tolentino, G. Wilcox, D. Zeilenga and M. Vondra

Nays: None

ACCOUNTS PAYABLE

Commissioner Janicik moved to approve the Accounts Payable in the revised amount of \$19,698,036.50 subject to submission of all contractually required documentation. Seconded by Commissioner Tolentino and unanimously approved by a Roll Call Vote:

Ayes: R. Benson, E. Chaplin, L. Hartwig, J. Janicik, B. Krajewski, W. Mueller, A. Poole, R. Thorn, R. Tolentino, G. Wilcox, D. Zeilenga and M. Vondra

Nays: None

PUBLIC COMMENTS

Commissioner Wilcox moved to take a ten-minute recess. Seconded by Commissioner Mueller and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

The meeting was reconvened at 9:04 P.M.

Commissioner Wilcox 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 Mueller and unanimously approved by a Roll Call Vote:

Ayes: R. Benson, E. Chaplin, L. Hartwig, J. Janicik, B. Krajewski, W. Mueller, A. Poole, R. Thorn, R. Tolentino, G. Wilcox, D. Zeilenga and M. Vondra

Nays: None

The Commission went into Executive Session at 9:05 P.M.

Commissioner Wilcox moved to come out of Executive Session at 10:30 P.M. Seconded by Commissioner Thorn and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

## Minutes of the 8/14/03 Meeting

Commissioner Janicik moved to authorize the drafting of a retirement agreement with the General Manager, a key element of which would provide for an initial payment of \$107,536.00 plus \$5,000.00 per year during a 10-year period following retirement in return for up to 410 hours per year of general and specialized consulting services during the first two years following retirement and up to 50 hours per year of general consulting services thereafter, with hours worked in excess of 410 per year during the first two years being compensated at the rate of \$135.00 per hour in year one and \$145.00 per hour in year two. Seconded by Commissioner Hartwig and unanimously approved by a Roll Call Vote:

Ayes: R. Benson, E. Chaplin, L. Hartwig, J. Janicik, B. Krajewski, W. Mueller, A. Poole, R. Thorn, R. Tolentino, G. Wilcox, D. Zeilenga and M. Vondra

Nays: None

Commissioner Hartwig moved to pick-up the employee share of the cost of converting into IMRF creditable service up to two years of prior service in the armed forces of the United States for all Commission employees. Seconded by Commissioner Wilcox and unanimously approved by a Roll Call Vote:

Ayes: R. Benson, E. Chaplin, L. Hartwig, J. Janicik, B. Krajewski, W. Mueller, A. Poole, R. Thorn, R. Tolentino, G. Wilcox, D. Zeilenga and M. Vondra

Nays: None

Commissioner Wilcox moved to adjourn the meeting at 10:35 P.M. Seconded by Commissioner Chaplin and unanimously approved by a Voice Vote.

All voted aye. Motion carried.