

**MINUTES OF A MEETING OF THE  
ADMINISTRATION COMMITTEE  
OF THE DUPAGE WATER COMMISSION  
HELD ON AUGUST 13, 2009**

The meeting was called to order at 7:00 P.M. at the Commission's office located at 600 East Butterfield Road, Elmhurst, Illinois.

Committee members in attendance: E. Chaplin, T. Elliott, and W. Murphy

Committee members absent: J. Zay and L. Rathje (*ex officio*)

Also in attendance: R. Martin and M. Crowley

Commissioner Elliott moved to approve the Minutes of the July 9, 2009, Administration Committee meeting. Seconded by Commissioner Chaplin and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

General Manager Martin advised that as requested by the Committee at the July meeting, representatives of Illinois American Water ("IAW") were in attendance concerning IAW's request for a supplemental and/or emergency water supply from the Commission.

Commissioner Elliott asked where IAW currently obtains water to serve its Bolingbrook service area and why a supplemental and/or emergency water supply was needed. The IAW representatives advised the Committee that Bedford Park currently supplies IAW with water and that the supplemental supply was needed to serve potential additional customers in the area.

Commissioner Murphy inquired whether the proposed service area would include or exclude Bolingbrook. The IAW representatives responded that IAW would distribute the water in such a way that the Commission's prohibition on customer wholesaling would not be violated.

Commissioner Elliott asked whether the Commission's Waterworks System had sufficient capacity to satisfy the Commission's estimated 95mgd demand in addition to the estimated demand of the City of Aurora (15mgd) who was also requesting service and IAW (10mgd). General Manager Martin replied that the recommended hydraulic analysis would assist in determining whether the Waterworks System has sufficient capacity to serve these potential extraterritorial customers without jeopardizing the Commission's ability to serve existing and future customer utilities within the Commission's service area. General Manager Martin added that he believed there would be sufficient capacity during an average day but whether there would be excess capacity during peak demand was uncertain.

Commissioner Chaplin expressed her support for providing the requested extraterritorial service provided the Commission's Waterworks System had sufficient excess capacity. Commissioner Murphy requested the anticipated timeline for completion of staff's analysis of the numerous issues that needed to be evaluated before the Commission

## Minutes 08/13/09 Administration Committee Meeting

could make a determination about whether to provide such service. General Manager Martin advised that the hydraulic analysis would be completed first because there would be no reason to evaluate the legal, financial, and other issues related to providing extraterritorial service if there was insufficient system capacity. General Manager Martin added that the hydraulic analysis would take anywhere from two to three months to complete.

After General Manager Martin reminded the Committee that the Commission had recently received a request for service from the Village of Maywood, it was the consensus of the Committee that staff should proceed with the evaluation of the issues related to providing water service to Illinois American Water for the Bolingbrook Service Area and the Village of Maywood.

The Administration Committee then discussed a recent *Chicago Tribune* article concerning the use of e-mail among members of the Board of Trustees of the Village of Buffalo Grove. Although Staff Attorney Crowley disagreed with some of the sentiments expressed in the article, she did caution that whether e-mail communications violate the Open Meetings Act depends upon how contemporaneous the communications are and their interactiveness (the extent of discussion, deliberation, or decision-making). Staff Attorney Crowley also reminded Commissioners to avoid replying to anyone other than the original sender if e-mail is used to distribute information.

Commissioner Chaplin moved to adjourn the meeting at 7:20 P.M. Seconded by Commissioner Elliott and unanimously approved by a Voice Vote.

All voted aye. Motion carried.