

**MINUTES OF A MEETING OF THE  
DuPAGE WATER COMMISSION  
HELD ON THURSDAY, DECEMBER 17, 2015  
600 E. BUTTERFIELD ROAD  
ELMHURST, ILLINOIS**

The meeting was called to order by Chairman Zay at 6:35 P.M.

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

Commissioners Absent: R. Furstenau, D. Russo, and M. Scheck

Also in attendance: Treasurer W. Fates, 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 November 19, 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**

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

Treasurer Fates pointed out the \$120.8 million of cash and investments on page 4, which reflected an increase of about \$1.4 million from the previous month. Treasurer Fates also pointed out the schedule of investments on pages 5 through 10 totaling \$115.4 million and the market yield on the total portfolio showed 86 basis points which had slightly increased from the prior month. On page 11, the statement of cash flows showed an increase in cash and investments by about \$21.3 million and operating activities increased cash by approximately \$9.9 million, roughly \$21.5 million of sales tax was received, and principal and interest debt payments on bonds totaled about \$6.6 million. On page 12, the monthly cash/operating report showed that the Commission had met or exceeded all of its reserve requirements and approximately \$5.4 million of outstanding debt in Table 3, Row J.

Commissioner Gans moved to accept the November 2015 Treasurer's Report. Seconded by Commissioner Pruyn 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 no actions items for consideration, but that the Committee had discussed the following:

With regards to the subsequent customers capital cost recovery charge payment, the City of Oakbrook Terrace and Village of Winfield have paid their outstanding principal balances for their missed fixed cost and local facilities charges, Illinois American Water have signed the agreements and are planning to pay down the costs in December of 2016, and Argonne National Laboratories are still deciding on how they would like to proceed.

Commissioner Suess referred back to the November 17<sup>th</sup> Board meeting in which the Commissioner's had requested a breakdown of the cost savings associated with fully funding the Commission's IMRF Pension Plan. Commissioner Suess noted that the additional contribution paid would generate about \$97,000.00 additional interest per year which would go towards the Plan. With the Commission fully funded, it would reduce future contributions by about \$85,000.00 per year.

**Administration Committee – Reported by Commissioner Crawford**

Commissioner Crawford reported that the Administration Committee had reviewed and recommended for approval all action items listed on the Administration Committee Agenda. After providing a brief summary of all items, Commissioner Crawford moved to adopt item numbers 2 and 3 under the Administration Report section of the Agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Broda.

Commissioner Suess referred to the terms of the John J. Millner contract and requested that a termination provision be added to the contract to terminate at will. General Manager Spatz stated that a termination provision would be added before finalizing the contract.

After Commissioner Crawford noted that Mr. Millner would be providing a quarterly report reflecting all work being done, the motion was and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, L. Crawford, J. Fennell, R. Gans D. Loftus, D. Novotny, J. Pruy, F. Saverino, P. Suess, and J. Zay

Nays: None

Absent: R. Furstenau, D. Russo, and M. Scheck

## Minutes of the 12/17/15 Commission Meeting

- Item 2: Resolution No. R-37-15: A Resolution Releasing Certain Executive Session Meeting Minutes at the December 17, 2015, DuPage Water Commission Meeting
- Item 3: Request For Board Action – To authorize the General Manager to enter into a Consulting Agreement with John J. Millner and Associates, Inc., subject to negotiation of acceptable terms, in an amount not to exceed \$24,000.00.

Commissioner Crawford concluded her report by noting that the Employee Handbook would be presented for Board consideration at the next meeting.

### **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 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, L. Crawford, J. Fennell, R. Gans D. Loftus, D. Novotny, J. Pruy, F. Saverino, P. Suess, and J. Zay

Nays: None

Absent: R. Furstenau, D. Russo, and M. Scheck

- Item 2: Resolution No. R-38-15: A Resolution Awarding Quick Response Electrical Contract QRE-7/15 (McWilliams Electric Co. Inc. and Windy City Electric Company for the percentages set forth in its Contract Proposal)
- Item 3: Resolution No. R-39-15: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Contract QR-10/13 (Rossi Contractors Inc. – Estimated at \$4,000.00)
- Item 4: Request For Board Action - To suspend the purchasing procedures of the Commission's By-Laws and authorize the General Manager to approve Requisition No. 29723 in the amount of \$37,600.00 to Black Box Network Services
- Item 5: Request For Board Action - Requisition No. 29686: To Suspend the Purchasing Procedures of the Commission's By-Laws and Authorize the Purchase of Cast Iron Manhole Frames and Lids From Neenah Foundry Company (Neenah Foundry Company – \$43,000.00)

Minutes of the 12/17/15 Commission Meeting

**ACCOUNTS PAYABLE**

Commissioner Suess moved to approve the Accounts Payable in the amount of \$7,515,672.32 subject to submission of all contractually required documentation, for invoices that have been received and the revised Accounts Payable in the amount of \$1,142,325.00 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. Gans D. Loftus, D. Novotny, J. Pruyn, F. Saverino, P. Suess, and J. Zay

Nays: None

Absent: R. Furstenau, D. Russo, and M. Scheck

**CHAIRMAN'S REPORT**

Chairman Zay wished everyone a Happy and Healthy Holiday and thanked the Commissioners and staff for their continued hard work in keeping the Commission a self-sustaining water utility.

**OMNIBUS VOTE REQUIRING MAJORITY VOTE**

None

**OMNIBUS VOTE REQUIRING SUPER-MAJORITY OR SPECIAL MAJORITY VOTE**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

General Manager Spatz referred to the Commission's Annual Holiday Gift Giving Program and thanked everyone for their participation noting that with all the generous donations the Commission was able to help out three families this year.

Commissioner Suess acknowledged General Manager Spatz and staff for their hard work throughout the year.

Commissioner Broda moved to adjourn the meeting at 6:50 P.M. Seconded by Commissioner Pruyn and unanimously approved by a Voice Vote.

All voted aye. Motion carried.