

**MINUTES OF A MEETING OF THE
DuPAGE WATER COMMISSION
HELD ON THURSDAY, MARCH 21, 2019
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, J. Fennell, R. Gans, J. Healy, D. Novotny, R. Obarski, J. Pruyn, D. Russo and J. Zay

Commissioners Absent: F. Saverino and P. Suess

Also in attendance: Treasurer W. Fates, J. Spatz, C. Johnson, C. Peterson, A. Stark, D. Cuvalo, J. Rodriguez, T. McGhee, M. Weed, F. Frelka, C. Bostick, E. Kazmierczak, J. Schori, and P. Luekehans of Schirott, Luetkehans & Garner, LLC.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Commissioner Healy moved to approve the Minutes of the February 21, 2019 Special Committee of the Whole and the February 21, 2019 Regular Meeting of the DuPage Water Commission. Seconded by Commissioner Russo and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

TREASURER'S REPORT

Treasurer Fates presented the February 2019 Treasurer's Report consisting of 12 pages, noting that pages 1 and 2 contained a brief summary of the report.

Treasurer Fates pointed out the \$171.7 million of cash and investments on page 4, which reflected an increase of about \$0.5 million from the previous month. Treasurer Fates also pointed out the schedule of investments on pages 5 through 10 totaling \$153.0 million and the market yield on the total portfolio showed 2.1% which was unchanged from the prior month. On page 11, the statement of cash flows showed a decrease in cash and investments by about \$2.9 million and operating activities generated \$9.0 million, and roughly \$113,000 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 Russo moved to accept the February 2019 Treasurer's Report. Seconded by Commissioner Fennell 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 had reviewed and recommended for approval all action items listed on the Finance Committee Agenda and welcomed any questions. Hearing none, Commissioner Pruyn moved to adopt Ordinance No. O-1-19: An Ordinance Transferring Appropriations within Certain Funds for the Fiscal Year Commencing May 1, 2018 and ending April 30, 2019. Seconded by Commissioner Russo and unanimously approved by a Roll Call Vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, R. Gans, J. Healy, D. Novotny, R. Obarski, J. Pruyn, D. Russo and J. Zay

Nays: None

Absent: F. Saverino and P. Suess

Administration Committee – Reported by Commissioner Healy

Commissioner Healy reported that the Administration Committee had reviewed and recommended for approval all action items listed on the Administration Committee Agenda and welcomed any questions. Hearing none, Commissioner Healy moved to adopt Resolution No. R-4-19: A Resolution Approving Change Order No. 1 to Consulting and Network Management Service Agreement with IT Savvy, LLC at the March 21, 2019 DuPage Water Commission Meeting. Seconded by Commissioner Obarski and unanimously approved by a Roll Call Vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, R. Gans, J. Healy, D. Novotny, R. Obarski, J. Pruyn, D. Russo and J. Zay

Nays: None

Absent: F. Saverino and P. Suess

Engineering & Construction Committee – Reported by Commissioner Fennell

Commissioner Fennell reported that the Engineering & Construction Committee reviewed and recommended for approval all action items listed on the Engineering & Construction Committee Agenda and welcomed any questions. Hearing none, Commissioner Fennell moved to adopt item numbers 2 through 6 under the Engineering & Construction 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.

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Ayes: D. Bouckaert, J. Broda, J. Fennell, R. Gans, J. Healy, D. Novotny, R. Obarski, J. Pruy, D. Russo and J. Zay

Nays: None

Absent: F. Saverino and P. Suess

Item 2: Resolution No. R-9-19: A Resolution Approving and Authorizing the General Manager to Purchase an Intelligent Key Security System Through a U.S. Government Purchasing Cooperative: GSA Contract GS-07F-0611X at the March 21, 2019 DuPage Water Commission Meeting (Oak Security Group, LLC - \$75,315.66)

Item 3: Resolution No. R-10-19: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Electrical Contract QRE-8/17 at the March 21, 2019, DuPage Water Commission Meeting (Volt Electric, Inc. at a cost of \$20,666.28)

Item 4: Resolution No. R-11-19: A Resolution Approving and Authorizing the Execution of the DuPage Emergency Dispatch Interoperable Radio System Access Talk Group Agreement between the DuPage Water Commission and DuPage County at the March 21, 2019, DuPage Water Commission Meeting (No Cost)

Item 5: Resolution No. R-12-19: A Resolution Approving and Ratifying Certain Task Orders under a Master Contract with Strand Associates at the March 21, 2019, DuPage Water Commission Meeting (Strand Associates in an amount not-to-exceed \$8,000.00)

Item 6: Resolution No. R-13-19: A Resolution Approving a First Amendment to Task Order No. 5 under a Master Contract with AECOM Technical Services, Inc. for a cost not-to-exceed \$4,600.00

ACCOUNTS PAYABLE

Commissioner Russo moved to approve the Accounts Payable in the amount of \$7,586,466.34 subject to submission of all contractually required documentation, for invoices that have been received and to approve the Accounts Payable in the amount of \$2,638,225.00 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.

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Ayes: D. Bouckaert, J. Broda, J. Fennell, R. Gans, J. Healy, D. Novotny, R. Obarski, J. Pruyn, D. Russo and J. Zay

Nays: None

Absent: F. Saverino and P. Suess

CHAIRMAN'S REPORT

Chairman Zay began by informing Board members that he had sent an email to the Finance Director at the City of Elmhurst clarifying some of the Commission's financial policies and then provided an update on the Ellingsworth family noting the possibility of litigation.

OMNIBUS VOTE REQUIRING MAJORITY VOTE

None

OMNIBUS VOTE REQUIRING SUPER-MAJORITY OR SPECIAL MAJORITY VOTE

None

OLD BUSINESS

Discussion of FY2019-2020 Annual Tentative Draft Budget

With regards to employee cost of living increases, General Manager Spatz noted that he spoke to both Chairman Zay and Local 399 Union Representative and due to the recent employee salary adjustments, the recommendation would be to hold off and circle back to the discussion in a couple of months. Commissioner Obarski questioned whether the salary increases were already included in the FY2019-2020 budget and General Manager Spatz replied yes there is a placeholder of 3% already built in and also confirmed that the Commission did receive an official notice from the City of Chicago of a water rate increase of 3 cents per 1000-gallons.

Next Chairman Zay informed that he and staff (separately) had met with the Commission's consultant, John Millner in Springfield regarding the City's lead issues. He further informed that staff had met with Senator Steans to provide their expertise to better inform her of the problems. General Manager Spatz added that he was reassured that the Commission would be included in future emails concerning the topic which in turn would allow staff to attend any upcoming meetings.

With regards to the possibility of the Commission supplying water to the City of Joliet, Chairman Zay noted that he and staff met with the City and felt the meeting went well and would keep the Board updated. With regards to the Villages of Oswego and Montgomery and the City of Yorkville, Chairman Zay noted a decision should be coming soon.

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NEW BUSINESS

None

EXECUTIVE SESSION

None

Commissioner Healy moved to adjourn the meeting at 6:45 P.M. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

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