

**MINUTES OF A MEETING OF THE
DuPAGE WATER COMMISSION
HELD ON THURSDAY, NOVEMBER 19, 2020
600 E. BUTTERFIELD ROAD
ELMHURST, ILLINOIS**

DUE TO THE CORONAVIRUS THE MEETING WAS HELD VIA WEBEX.

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

Commissioners in attendance in person: J. Zay

Commissioners in attendance via Webex: D. Bouckaert, J. Broda, J. Fennell, R. Gans, D. Novotny, R. Obarski, J. Pruyn, K. Rush, F. Saverino, and P. Suess

Commissioners Absent: J. Healy and D. Russo

Also in attendance in person: J. Spatz and C. Johnson

Also in attendance via Webex: Treasurer W. Fates, A. Stark, D. Panaszek, D. Cuvalo, J. Bonnema, and P. Luetkehans of Luetkehans, Brady, Garner & Armstrong LLC.

PUBLIC COMMENT

Commission employee Alan Stark, present at Elmhurst City Hall, 290 N. York Street, Elmhurst, IL. 60126, confirmed that no one from the public had signed up for public comment but did state that James Grabowski, City Manager with the City of Elmhurst was present.

APPROVAL OF MINUTES

Commissioner Novotny moved to approve the Minutes of the October 15, 2020 Regular Meeting and the Minutes of the October 15, 2020 Executive Session of the DuPage Water Commission. Seconded by Commissioner Pruyn and unanimously approved by a Roll Call Vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, R. Gans, D. Novotny, R. Obarski, J. Pruyn, K. Rush, F. Saverino, P. Suess, and J. Zay

Nays: None

Absent: J. Healy and D. Russo

TREASURER'S REPORTS

Treasurer Fates presented the October 2020 Treasurer's Report consisting of 13 pages, noting that pages 1 and 2 contained a brief summary of the report.

Treasurer Fates pointed out the \$185.9 million of cash and investments on page 4, which reflected a decrease of about \$2.6 million from the previous month. Treasurer Fates also pointed out the schedule of investments on pages 5 through 11 totaling \$158.6 million and the market yield on the total portfolio showed 1.47% which had decreased from the

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prior month. On page 12, the statement of cash flows showed an increase in cash and investments by about \$2.2 million and operating activities generated \$1.8 million. On page 13, the monthly cash/operating report showed that the Commission has met all recommended reserve balances.

Commissioner Saverino moved to accept the October 2020 Treasurer's Report. Seconded by Commissioner Bouckaert and unanimously approved by a Roll Call Vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, R. Gans, D. Novotny, R. Obarski, J. Pruyn, K. Rush, F. Saverino, P. Suess and J. Zay

Nays: None

Absent: J. Healy and D. Russo

COMMITTEE REPORTS

Finance Committee – Meeting Cancelled

Administration Committee – Meeting Cancelled

Commissioner Obarski moved to adopt item numbers 2 through 5 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, J. Fennell, R. Gans, D. Novotny, R. Obarski, J. Pruyn, K. Rush, F. Saverino, P. Suess and J. Zay

Nays: None

Absent: J. Healy and D. Russo

Item 2: Resolution No. R-51-20: A Resolution Suspending the Purchasing Procedures and Authorizing the Execution of a Consulting Agreement with IT Savvy LLC for IT Network Managed Services at the November 19, 2020 DuPage Water Commission Meeting (IT Savvy in the amount of \$57,358.80)

Item 3: Resolution No. R-52-20: A Resolution Approving Employee Insurance Benefits for Plan Year Beginning January 1, 2021 and ending December 31, 2021

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. 71611 in the amount of \$58,645.83 to Infor Global Solution Inc.

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- Item 5: Request for Board Action: To Suspend the Purchasing Procedures of the Commission's By-Laws and Authorize the General Manager to Approve Requisition No. 71695 in the amount of \$33,192.77 to ITsavvy, LLC.

Engineering & Construction Committee – Meeting Cancelled

Commissioner Fennell moved to adopt item numbers 2 through 8 under the Engineering & Construction Report section of the Agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Obarski and unanimously approved by a Roll Call Vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, R. Gans, D. Novotny, R. Obarski, J. Pruyn, K. Rush, F. Saverino, P. Suess and J. Zay

Nays: None

Absent: J. Healy and D. Russo

- Item 2: Resolution No. R-46-20: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Contract QR-11/17 at the November 19, 2020, DuPage Water Commission Meeting (Rossi Contractors, Inc., in the amount of \$115,000.00)

- Item 3: Resolution No. R-47-20: A Resolution Directing Advertisement for Bids on a Contract for the Construction of the Bypass Transmission Main (Contract BTM- 1/20) at the November 19, 2020, DuPage Water Commission Meeting (No Cost)

- Item 4: Resolution No. R-48-20: A Resolution Approving and Ratifying Task Order No. 14 under a Master Contract with AECOM Technical Services, Inc. at the November 19, 2020 DuPage Water Commission Meeting (estimated cost of \$60,000.00)

- Item 5: Resolution No. R-49-20: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Electrical Contract QRE-8/17 at the November 19, 2020 DuPage Water Commission Meeting. (McWilliams Electric Company, Inc. at an estimated cost of \$6,180.00)

- Item 6: Resolution No. R-50-20: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Contract QR-11/17 at the November 19, 2020, DuPage Water Commission Meeting (John Neri Construction Co. Inc., in an estimated amount of \$6,800.00)

- Item 7: Resolution No. R-53-20: A Resolution Awarding a Contract for 36-Month Landscape Maintenance Services Contract at the DuPage Pumping Station (Beary Landscape Management in the amount of \$72,825.00)

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- Item 8: Resolution No. R-55-20: A Resolution Approving and Ratifying Certain Change Orders for a Contract for the Tank Site Improvements (Contract SS-9/19) at the November 19, 2020, DuPage Water Commission Meeting (Rossi Contractors, Inc. in the amount of \$18,935.25)

ACCOUNTS PAYABLE

Commissioner Gans moved to approve the Accounts Payable in the amount of \$9,039,278.57 subject to submission of all contractually required documentation, for invoices that have been received and to approve the Accounts Payable in the amount of \$1,590,725.00 subject to submission of all contractually required documentation, for invoices that have not yet been received but have been estimated. Seconded by Commissioner Rush and unanimously approved by a Roll Call Vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, R. Gans, D. Novotny, R. Obarski, J. Pruyn, K. Rush, F. Saverino, P. Suess and J. Zay

Nays: None

Absent: J. Healy and D. Russo

CHAIRMAN'S REPORT

Chairman Zay reported that General Manager Spatz had been in contact with the City of Chicago's mayor's office to select a date for he and General Manager Spatz to meet with Mayor Lightfoot to begin renegotiating an extension of the Commission's water supply contract.

Chairman Zay further reported that General Manager Spatz continues to work with staff during this challenging time to ensure employees continue to follow all necessary safety protocols.

OMNIBUS VOTE REQUIRING MAJORITY VOTE

None

OMNIBUS VOTE REQUIRING SUPER-MAJORITY OR SPECIAL MAJORITY VOTE

None

OLD BUSINESS

With regards to COVID-19 testing, General Manager Spatz noted that several employees had trouble scheduling an appointment in a timely fashion. With that said, General Manager Spatz informed that the Commission had set up Covid-19 testing with Elmhurst Occupational. This testing was for employees only and would be billed directly to the Commission. It may take a couple days to get an appointment with results generally taking 2-3 days. The Commission also set up optional priority Covid-19 testing with Innovative Express Care which would be made available to employees, board members and the people they live with. In order to do this, the Commission would need to provide a list of individuals prior to setting up an appointment. The Commission would be allowed same day testing, up to five people per day, and could administer both the rapid test and

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the PCR test. The cost for the priority testing would be billed to the individual's health insurance, unless the Commission needs to make other arrangements. The cost for the Commission to allow for priority testing would be a flat rate per month. An email would follow containing the information.

General Manager Spatz then referred to the Village of Bartlett stating that he had been notified by the Village that they may be paying off their construction loan early and would keep everyone informed on any updates.

Next, General Manager Spatz informed that the Commission had qualified under the Will County Cares Act to receive a \$15,000.00 allotment for Covid-19 related expenses.

Commissioner Obarski referred back to the COVID-19 Emergency Relief Refund discussion from last month noting that the discussion had been put on hold due to a meeting scheduled with the City of Chicago and asked for a status update. Chairman Zay informed that he and General Manager Spatz had a video conference with the Mayor's office back in October to discuss renegotiating, in advance, the Water Supply Contract. However, Chairman Zay noted that the Mayor's office had reached out a second time to schedule another meeting but was unsure of the topic and felt that the Covid-19 Relief Refund discussion should remain on hold until they have a better understanding of why the Mayor's office was reaching out again.

With regards to renegotiating the terms of another 40-year Water Supply Contract with the City of Chicago and also the Commission's customers, Commissioner Obarski questioned and General Manager Spatz clarified that the purpose for renegotiating a new 40-year Water Supply Contract with both parties, in advance of the February 2024 expiration date, was to allow for any new potential customer to sign on to the new long-term agreement instead of the existing agreement which expires in a couple years.

NEW BUSINESS

None

EXECUTIVE SESSION

None

CLERK/EXECUTIVE ASSISTANT AGREEMENT

Commissioner Saverino moved to extend the term of the Clerk/Executive Assistant and enter into an Employment Agreement with the DuPage Water Commission per the discussion in Executive Session at the October 15, 2020 Board Meeting. Seconded by Commissioner Obarski and unanimously approved by a Roll Call Vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, R. Gans, D. Novotny, R. Obarski, J. Pruyne, K. Rush, F. Saverino, P. Suess and J. Zay

Nays: None

Absent: J. Healy and D. Russo

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Before the meeting was adjourned, General Manager Spatz introduced the new Pipeline Supervisor Dariusz Panaszek noting his 35 years of water main experience. After everyone welcomed Pipeline Supervisor Panaszek, Chairman Zay wished everyone a safe and Happy Thanksgiving.

Commissioner Gans moved to adjourn the meeting at 7:00 P.M. Seconded by Commissioner Saverino and unanimously approved by a Voice Vote.

All voted aye. Motion carried.