

**Minutes of a Meeting
of the**

BOARD OF COMMISSIONERS

DuPage Water Commission
600 E. Butterfield Road, Elmhurst, Illinois

April 18, 2024

I. The meeting was called to order by Chairman Zay at 6:30 PM

II. Roll Call

Commissioners in attendance: D. Bouckaert, N. Cuzzone, J. Fennell, D. Novotny, J. Pruyn, D. Russo, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Commissioners absent: J. Healy, K. Romano, K. Rush

Also in attendance: P. May, C. Bostick, C. Peterson, D. Cuvalo, J. Loster, D. Mundall, Phil Luetkehans of Luetkehans, Brady, Garner & Armstrong, LLC

III. Public Comments

No public comment was offered.

IV. Approval of Minutes

Commissioner Saverino moved to approve the Minutes of the March 21, 2024 Regular Meeting of the DuPage Water Commission, seconded by Commissioner Bouckaert. Approved by a voice vote. All Aye, motion carried.

V. Charter Customer Hearing Regarding Management Budget Ordinance for the Fiscal Year Commencing May 1, 2024 and Ending April 30, 2025.

Commissioner Pruyn moved to open the Charter Customer Hearing regarding the Management Budget Ordinance for the Fiscal Year Commencing May 1, 2024 and Ending April 30, 2025, seconded by Commissioner Van Vooren. Unanimously approved by a roll call vote.

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, D. Novotny, J. Pruyn, D. Russo F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy, K. Romano, K. Rush

Commissioner Suess noted for the record the Annual Budget Revenues and Expenses, the projected revenues to be \$143.6M and the expenses to be \$153.1M. With no further comments, Commissioner Van Vooren moved to close the Charter Customer Hearing regarding the

Management Budget Ordinance for the Fiscal Year Commencing May 1, 2024 and Ending April 30, 2025, seconded by Commissioner Saverino. Unanimously approved by a roll call vote.

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, D. Novotny, J. Pruyn, D. Russo F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy, K. Romano, K. Rush

VI. Public Hearing Regarding Annual Budget and Appropriation Ordinance for the Fiscal Year Commencing May 1, 2024 and Ending April 30, 2025

Commissioner Russo moved to open the Public Hearing regarding the Annual Budget and Appropriation Ordinance for the Fiscal Year Commencing May 1, 2024 and Ending April 30, 2025, seconded by Commissioner Saverino, unanimously approved by a roll call vote.

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, D. Novotny, J. Pruyn, D. Russo F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy, K. Romano, K. Rush

With no further comments, Commissioner Pruyn moved to close the Public Hearing regarding the Annual Budget and Appropriation Ordinance for the Fiscal Year Commencing May 1, 2024 and Ending April 30, 2025. Seconded by Commissioner Russo, unanimously approved by a roll call vote.

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, D. Novotny, J. Pruyn, D. Russo F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy, K. Romano, K. Rush

VII. Treasurer's Report

Treasurer William Fates presented the March 2024 Treasurer's Reports consisting of 13 pages each with pages 1 and 2 containing brief summaries of the reports.

January 2024:

Treasurer Fates noted \$235.9 million of cash and investments on page 4, an increase of \$8.7M from the previous month. Treasurer Fates also pointed out the schedule of investments on pages 5 through 11 totaling \$221.7 million and the market yield on the total portfolio showed 3.87% which is up slightly from the prior month. On page 12, the statement of cash flows showed an increase in cash and investments by approximately \$8.1 million and operating activities increased

by approximately \$0.7 million. Also noted on page 13, the monthly cash/operating report showed that the Commission has met all recommended reserve balances.

Commissioner Van Vooren moved to accept the March 2024 Treasurer's Reports, seconded by Commissioner Russo, unanimously approved by a voice vote. All aye, motion carried.

VIII. Committee Reports

A. Finance Committee

Item 1: Commissioner Suess gave a brief report of the Finance Committee.

Item 2: Ordinance No. O-2-24: An Ordinance Approving and Adopting an Annual Management Budget for the Fiscal Year Commencing May 1, 2024 and Ending April 30, 2025

Item 3: Ordinance No. O-3-24: An Ordinance Establishing a Rate for Operation and Maintenance Costs for the Fiscal Year Commencing May 1, 2024 and Ending April 30, 2025

Item 4: Ordinance No. O-4-24: An Ordinance Establishing Fixed Costs to be Payable by Each Contract Customer for the Fiscal Year Commencing May 1, 2024 and Ending April 30, 2025

Item 5: Ordinance No. O-5-24: Annual Budget and Appropriation Ordinance for the Fiscal Year Commencing May 1, 2024 and Ending April 30, 2025

Commissioner Suess made a motion to combine and approve Items 2 through 5, seconded by Commissioner Russo, unanimously approved by a Roll Call Vote.

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, D. Novotny, J. Pruyne, D. Russo F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy, K. Romano, K. Rush

B. Administration Committee

Item 1: Commissioner Cuzzone gave a brief report of the Administration Committee meeting.

Item 2: Request for Board Action: Authorize the General Manager to purchase one (1) 2024 Ford Transit Van from Currie Motors, Frankfort in Fiscal Year 2024-2025, pending budget approval in the amount of \$79,005.

Item 3: Resolution No. R-32-24: A Resolution Suspending the Purchasing Procedures and Authorizing the Execution of a Consulting Agreement with IT Savvy LLC for IT Cyber Security Services.

Commissioner Cuzzone made a motion to combine and approve Items 2 and 3, seconded by Commissioner Van Vooren, unanimously approved by a Roll Call Vote.

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, D. Novotny, J. Pruyne, D. Russo, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy, K. Romano, K. Rush

C. Engineering & Construction Committee

Item 1: Commissioner Fennell gave a brief report of the Engineering & Construction Committee.

Item 2: Resolution No. R-33-24: A Resolution Requesting Suspension of Purchasing Procedures and Authorizing the General Manager to Purchase Security Equipment and Services from a Sole Source provider, Scheider Electric, at a not to exceed cost of \$43,000.00.

Item 3: Resolution No. R-35-24: A Resolution Approving and Ratifying Task Order No. 08 Under a Master Contract with Northern Inspection Services, LLC. At a Not-To-Exceed Cost of \$60,005.

Commissioner Fennell moved to adopt item numbers 2 and 3 under the Engineering & Construction Committee Report section of the agenda in a single group pursuant to the Omnibus Vote Procedures seconded by Commissioner Bouckaert, unanimously approved by a Roll Call Vote.

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, D. Novotny, J. Pruyne, D. Russo, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy, K. Romano, K. Rush

IX. Accounts Payable

A. March 2024

Item 1: To approve the Accounts Payable in the amount of \$9,114,879.42 (March 2024) subject to submission of all contractually required documentation, for invoices that have been received.

Item 2: To approve the Accounts Payable in the amount of \$3,070,475.00 (March 2024) subject to submission of all contractually required documentation, for invoices that have not yet been received but have been estimated.

Chairman Zay asked for a motion to combine and approve the accounts payable disbursements and the estimated accounts payable for March 2024, Commissioner Suess moved, seconded by Commissioner Cuzzone and unanimously approved by a roll call vote.

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, D. Novotny, J. Pruy, D. Russo, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy, K. Romano, K. Rush

X. Chairman's Report

Chairman Zay began by reminding the Commissioners to file their Statement of Economic Interest if they had not yet done so. The County has released the Ethics training and the emails have been sent out.

General Manager Paul May updated the Commissioners on the Source Water Project and the updated report recently shared. The partnership with the NSMJAWA remains viable and worthy of consideration. The current estimates are conservative and could possibly be reduced by value engineering or more favorable interest rates. The Lexington Pumping Station generators are now functioning, and a suitable maintenance contract is in place. Commissioner Suess inquired as to the status of the solar field at the Lexington Pumping Station. General Manager May stated that staff has identified a vendor to evaluate the maintenance and/or repair the panels, along with an overall analysis of the solar panel system, and DWC has requested from Chicago that we be provided access for this evaluation. Commissioner Van Vooren asked for a summary of the history of the solar panel project. A brief overview of the original solar panel project and its progression to date was given by Manager of Water Operations, Chris Bostick.

XI. Old Business

No Old Business was offered.

XII. New Business

No New Business was offered.

XIII. Executive Session

A motion was made by Chairman Zay to enter into Executive Session to discuss matters related to the acquisition of real estate pursuant to 5 ILCS 120/2(c)(5) and to discuss pending, probable, and to discuss the setting of a price for sale or lease of property owned by the DuPage Water Commission 5 ILCS 120/2 (C)(6). Seconded by Commissioner Russo and unanimously approved by a roll call vote.

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, D. Novotny, J. Pruyn, D. Russo, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy, K. Romano, K. Rush

The Commission went into Executive Session at 6:57 PM.

Commissioner Pruyn moved to come out of Executive Session at 7:35 PM, seconded by Commissioner Fennell and unanimously approved by a roll call vote .

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, D. Novotny, J. Pruyn, D. Russo, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy, K. Romano, K. Rush

XIV. Adjournment

Commissioner Van Vooren made a motion to adjourn, seconded by Commissioner Healy, unanimously approved by a voice vote. All aye, motion carried.

Meeting adjourned at 7:17 PM.