

**Minutes of a Meeting
of the**

BOARD OF COMMISSIONERS

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

June 20, 2024

I. The meeting was called to order by Chairman Zay at 6:32 PM

II. Roll Call

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

Commissioners absent: D. Russo

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

III. Public Comments

No public comment was offered.

IV. Approval of Minutes

Commissioner Healy moved to approve the Minutes of the April 18, 2024 Regular Meeting of the DuPage Water Commission, Executive Session Meeting Minutes from April 18, 2024 and Special Meeting Minutes from May 6, 2024 seconded by Commissioner Pruyn. Approved by a voice vote. All Aye, motion carried.

V. Treasurer's Report

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

April 2024:

Treasurer Fates noted \$237.5 million of cash and investments on page 4, an increase of \$1.6M from the previous month. Treasurer Fates also pointed out the schedule of investments on pages 5 through 11 totaling \$222.5 million and the market yield on the total portfolio showed 3.98% 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 \$9.8 million and operating activities increased by approximately \$6.3 million. Also noted on page 13, the monthly cash/operating report showed that the Commission has met all recommended reserve balances.

May 2024:

Treasurer Fates noted \$155.2 million of cash and investments on page 4, a decrease of \$82.2M from the previous month. Treasurer Fates also pointed out the schedule of investments on pages 5 through 11 totaling \$140.8 million and the market yield on the total portfolio showed 3.42% which is down slightly from the prior month. On page 12, the statement of cash flows showed a decrease in cash and investments by approximately \$82.2 million and operating activities decreased by approximately \$2.2 million. Also noted on page 13, the monthly cash/operating report showed that the Commission has not met all recommended reserve balances.

Commissioner Pruyn moved to accept the April and May 2024 Treasurer's Reports, seconded by Commissioner Romano, unanimously approved by a voice vote. All aye, motion carried.

VI. Committee Reports

A. Finance Committee

Item 1: Commissioner Suess gave a brief report of the Finance Committee. A Reserve Policy update will be forthcoming.

B. Administration Committee

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

Item 2: Resolution No. R-36-24: A Resolution Reviewing/Releasing Executive Session Meeting Minutes.

Item 3: Request for Board Action: Approval of Professional Development Travel and Expenses. One (1) employee to attend the AMPP CP-1 Corrosion Protection Tester Certification in Houston, TX at an estimated cost of \$5,000, as listed in the approved FY-24/25 Management Budget.

Item 3: Request for Board Action: To authorize the General Manager to purchase one (1) 2024 Ford F450 from Sutton Ford Commercial Truck Center under contract of the Suburban Purchasing Cooperative and outfitted with ancillary equipment in total amount of \$90,578.

Commissioner Healy 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, J. Healy, D. Novotny, J. Pruyn, K. Romano, K. Rush, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: D. Russo

C. Engineering & Construction Committee

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

Item 2: Resolution No. R-37-24: A Resolution Approving and Ratifying Certain Work Authorization Order # 026 Under Quick Response Contract QR-12/21 to Benchmark Construction Co., Inc. – Leak on the Feeder Water Main to MS 1A in Addison, at an estimated cost of \$79,803.59.

Item 3: Resolution No. R-38-24: A Resolution Approving and Ratifying Certain Work Authorization Order #027 under Quick Response Contract QR-12/21 to Rossi Contractors, Inc., at an estimated cost of \$149,350.00.

Item 4: Resolution No. R-39-24: A Resolution Approving Task Order Nos. 03 and 04 under a Master Contract with Burns & McDonnell Engineering Co., Inc., at a combined cost of \$38,780.

Commissioner Fennell moved to adopt item numbers 2 and 4 under the Engineering & Construction Committee Report section of the agenda in a single group pursuant to the Omnibus Vote Procedures seconded by Commissioner Healy, unanimously approved by a Roll Call Vote.

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, J. Healy, D. Novotny, J. Pruy, K. Romano, K. Rush, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: D. Russo

Item 5: Resolution No. R-40-24: A Resolution Approving Task Orders 2 and 3 for Plan Preliminary Engineering with Christopher Burke Engineering at a combined cost of \$159,630.

Commissioner Fennell moved to adopt item 5 under the Engineering & Construction Committee Report section of the agenda, seconded by Commissioner Cuzzone, unanimously approved by a Roll Call Vote.

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, J. Healy, D. Novotny, J. Pruy, K. Romano, K. Rush, F. Saverino, P. Suess, D. Van Vooren

Nay: None

Absent: D. Russo

Chairman Zay left the room and recused himself from the vote.

VII. Accounts Payable

A. April and May 2024

Item 1: To approve the Accounts Payable in the amount of \$9,945,944.61 (April 2024), disbursements made with the concurrence of the Commission's Chairman and \$10,647,223.00 (May 2024) subject to submission of all contractually required documentation, for invoices that have been received

Chairman Zay asked for a motion approve the accounts payable disbursements, for April and May 2024, Commissioner Healy moved, seconded by Commissioner Fennell and unanimously approved by a roll call vote.

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, J. Healy, D. Novotny, J. Pruyn, K. Romano, K. Rush, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: D. Russo

Item 2: To approve the Accounts Payable in the amount of \$3,201,575.00, amount amended due to a scrivener's error (April 2024), disbursements made with the concurrence of the Commission's Chairman and \$4,507,375.00 (May 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 approve the estimated accounts payable, as amended for April and May 2024, Commissioner Pruyn moved, seconded by Commissioner Cuzzone and unanimously approved by a roll call vote.

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, J. Healy, D. Novotny, J. Pruyn, K. Romano, K. Rush, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: D. Russo

VIII. Chairman's Report

Chairman Zay thanked staff for their hard work the last few weeks. The land purchase process moved more quickly than originally anticipated. A meeting was held with the Village of Northbrook, which included a discussion of their request to designate some of the property for a fire station and other municipal uses. The Commission requested additional information from the Village that has yet to be received. The Commission has received a weed violation from the Village of Northbrook which is being addressed. The City of Chicago has requested a meeting, updates will follow.

General Manager May provided a WaterLink/MOY update, as well as a brief Green Acres update. Federal lobbyists have been engaged with pending federal earmark success.

IX. Old Business

No Old Business was offered.

X. New Business

No New Business was offered.

XI. Executive Session

Chairman Zay asked for a motion to enter into Executive Session 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). Commissioner Healy made the motion, seconded by Commissioner Saverino and unanimously approved by a roll call vote.

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, J. Healy, D. Novotny, J. Pruyn, K. Romano, K. Rush, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: D. Russo

The Commission went into Executive Session at 6:54 PM.

Commissioner Healy moved to come out of Executive Session at 7:48 PM, seconded by Commissioner Romano and unanimously approved by a roll call vote .

Ayes: D. Bouckaert, N. Cuzzone, J. Fennell, J. Healy, D. Novotny, J. Pruyn, K. Romano, K. Rush, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: D. Russo

XII. Adjournment

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

Meeting adjourned at 7:49 PM.