

**Minutes of a Meeting
of the**

BOARD OF COMMISSIONERS

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

September 19, 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, J. Pruyn, K. Romano, D. Russo, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Commissioners absent: D. Novotny, K. Rush

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

III. Public Comments

No public comment was offered.

IV. Plaque Presentation

Chairman Zay presented Commissioner James Healy with a plaque, honoring him for his years of service to the residents of DuPage County, both on the County Board and the DuPage Water Commissioner Board, and wishing him well in his future endeavors.

V. Approval of Minutes

Commissioner Healy moved to approve the Minutes of the August 15, 2024 Regular Meeting of the DuPage Water Commission. Seconded by Commissioner Russo. Approved by a voice vote. All Aye, motion carried.

VI. Treasurer's Report

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

August 2024:

Treasurer Fates noted \$144.3 million of cash and investments on page 4, a decrease of \$0.3M from the previous month. Treasurer Fates also pointed out the schedule of investments on pages 5 through 11 totaling \$141.1 million and the market yield on the total portfolio showed 3.80% which is up slightly from the prior month. On page 12, the statement of cash flows showed a decrease in cash and investments by approximately \$87.8 million and operating activities decreased by

approximately \$3.9 million. Also noted on page 13, the monthly cash/operating report showed that the Commission has not met all recommended reserve balances.

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

VII. Committee Reports

A. Finance Committee

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

Item 2: Resolution No. R-50-24: A Resolution Amending the Reserve Fund Policy of the DuPage Water Commission.

Commissioner Suess moved to approve Resolution R-50-24, seconded by Commissioner Russo, unanimously approved by a Roll Call Vote.

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

Nay: None

Absent: D. Novotny, K. Rush

B. Administration Committee

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

Item 2: Recommendation to Receive and perform First Reading of Ordinance O-7-24: An Ordinance Approving Amendments to the DuPage Water Commission Bylaws regarding preference for Illinois Bidders.

Item 3: Resolution R-49-24: Authorization for the General Manager to approve the renewal of the additional 1-year option agreement with Sikich LLP for human resource consulting and services at the DuPage Water Commission, at a cost of \$250.00 per hour as needed.

Item 4: Resolution No. R-51-24: A Resolution Authorizing and Ratifying the disposal of certain personal property owned by the DuPage Water Commission.

Item 5: Request for Board Action: To approve the 2025 Schedule of Board Meetings.

Commissioner Healy made a motion to combine and approve Items 2 through 5. Seconded by Commissioner Van Vooren, unanimously approved by a Roll Call Vote.

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

Nay: None

Absent: D. Novotny, K. Rush

C. Engineering & Construction Committee

- Item 1: Commissioner Fennell gave a brief report of the Engineering & Construction Committee.
- Item 2: Resolution No. R-34-24: A Resolution to Approve & Ratify Certain Work Authorization Orders Under Quick Response Contract QR-12/21, WAO No. 25 Benchmark Construction Co., Inc. – Estimated Expense of \$100,824.00.
- Item 3: Resolution No. R-42-24: A Resolution Suspending Purchasing Procedures and Authorizing the General Manager to Purchase Replacement Switchgear Control Batteries, Labor Services, and Critical Spare Parts for the Generator Control System, at a Cost Not to Exceed \$140,000, from a sole Source Provider, Altorfer Industries.
- Item 4: Resolution No. R-48-24: A Resolution to Approve & Ratify Certain Work Authorization Orders Under Quick Response Contract QR-12/21, WAO No. 28 Benchmark Construction Co., Inc. – \$41,637.25.
- Item 5: Resolution No. R-52-24: A Resolution Approving and Ratifying Certain Change Orders for a Contract for the construction of the DPPS Emergency Generation System Modifications, Contract PSD-10/22, at an additional cost of \$45,577.22.
- Item 6: Resolution No. R-53-24: A Resolution Awarding a Contract for the Construction of Sacrificial Anode Groundbeds on TW-2 Pipeline, Contract TW-05/24, Rossi Contractors, Inc. - \$523,012.00.
- Item 7: Request for Board Action: Ratification of Purchase Order 41831 for Beary Landscaping to maintain the grounds of the Northbrook property, at a not to exceed cost of \$50,000.00

Commissioner Fennell moved to adopt item numbers 2 through 7 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, J. Healy, J. Pruyne, K. Romano, D. Russo, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: D. Novotny, K. Rush

VIII. Accounts Payable

A. August 2024

Item 1: To approve the Accounts Payable in the amount of \$13,154,435.29 (August 2024), subject to submission of all contractually required documentation, for invoices that have been received (Roll Call).

Item 2: To approve the Accounts Payable in the amount of \$4,252,375.00 (August 2024), subject to submission of all contractually required documentation, for invoices that have not yet been received but have been estimated (Roll Call).

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

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

Nay: None

Absent: D. Novotny, K. Rush

IX. Chairman's Report

Chairman Zay informed the Commissioners that a meeting was held with the City of Chicago and negotiations are continuing. The Green Acres land study being done by Burke Engineering is complete' staff will review and propose a meeting with the Village of Northbrook. Commissioner Van Vooren asked if the site maintenance is being performed in compliance with Village codes. General Manager May replied that maintenance on the Green Acres property is ongoing and is fully compliant with additional pending work to be performed this winter after the ground freezes. A letter was sent out to all adjacent neighbors to keep them apprised as to the status.

Chairman Zay again thanked outgoing Commissioner Healy for his service and went on to mention County appointed Commissioners Bouckaert and Rush terms will end on January 1, 2025, as well as Municipally appointed Commissioners Saverino and Suess. He asked if those Commissioners would notify him of their intentions to return.

General Manager May indicated the WaterLink agreements will be brought forward at the October meeting. He went on the thank the staff and legal team for their work on these agreements.

X. Old Business

No Old Business was offered.

XI. New Business

No New Business was offered.

XII. Executive Session

Executive Session was not necessary.

XIII. Adjournment

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

Meeting adjourned at 6:47PM.