

**Minutes of a Meeting
of the**

ADMINISTRATION COMMITTEE

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

June 19, 2025

AS AMENDED

- I. Commissioner Romano called the meeting to order at 6:15 PM.
Commissioners in attendance: A. Honig, S. Greaney, K. Romano, J. Zay
Commissioners absent: D. Van Vooren
Also in attendance: P. May, D. Mundall
- II. Commissioner Romano asked for a motion to approve the Minutes of the May 15, 2025 Administration Committee Meeting, Commissioner Honig moved, seconded by Chairman Zay, unanimously approved by a voice vote. All aye, motion carried.
- III. Commissioner Romano asked for a motion to approve Resolution No. R-46-25, a Resolution Authorizing the execution of Tax-Exempt Bond Certification for the WaterLink Communities. No cost for this action. Commissioner Honig moved, seconded by Commissioner Greaney, unanimously approved by a voice vote, all aye, motion carried.
- IV. Commissioner Romano asked for a motion to approve Resolution No. R-58-25, a Resolution Authorizing the General Manager to execute a contract with Sikich LLP, for Communications Management, at a cost not-to-exceed \$50,000. Commissioner Romano described the reason for the contract being to bring the DWC website into ADA compliance and update the DWC logo and overall branding. General Manager May added that this is a task-by-task contract. Commissioner Greaney moved, seconded by Commissioner Honig, unanimously approved by a voice vote, all aye, motion carried.
- V. Commissioner Romano asked for a motion to approve Resolution No. R-59-25, to Authorize Approval of Requisition No. 80668 to Concentric Integration for The Upgrade of the Meter Shop Test Bench Computer and Associated Programs at an approximate cost of \$16,800. Commissioner Honig moved, seconded by Commissioner Greaney, unanimously approved by a voice vote, all aye, motion carried.
- VI. Commissioner Romano asked for a motion to approve a Request for Board Action, travel for two (2) Commission Employees for Factory Valve QA/QC Testing for High Lift Pump Cone Valve Rebuilds in York Pennsylvania, at an estimated cost of \$2,000. Commissioner Honig moved, seconded by Commissioner Greaney, unanimously approved by a voice vote, all aye, motion carried.

VII. Old Business
No Old Business was offered.

VIII. New Business
Chairman Zay informed the committee that the July meeting will be cancelled.

IX. Executive Session
No Executive Session was required.

X. Adjournment

Commissioner Honig moved to adjourn the meeting at 6:24 PM, seconded by Chairman Zay, unanimously approved by a voice vote. All aye, motion carried.

Meeting adjourned at 6:24 PM.