

**MINUTES OF A MEETING OF THE
DuPAGE WATER COMMISSION
HELD ON THURSDAY, DECEMBER 18, 2014
600 E. BUTTERFIELD ROAD
ELMHURST, ILLINOIS**

The meeting was called to order by Chairman Zay at 7:00 P.M.

Commissioners in attendance: J. Broda, L. Crawford, R. Furstenau, C. Janc, D. Loftus, W. Murphy, J. Pruyne, D. Russo, F. Saverino, M. Scheck, P. Suess, and J. Zay

Commissioners Absent: J. B. Webb

Also in attendance: J. Spatz, C. Johnson, C. Peterson, T. McGhee, J. Rodriguez, R. C. Bostick, M. Weed, J. Schori, and R. Jones of Gorski & Good, LLP

PRESENTATION OF PLAQUES

Chairman Zay presented Commissioner Janc with a Plaque thanking him for his hard work and dedication, especially his role in re-establishing the Commission's financial foundation. Commissioner Janc thanked Chairman Zay for the opportunity to serve as a Board member and shared how important it was to him to be part of all that the Commission had successfully accomplished.

Next, Chairman Zay presented Commissioner Murphy with a Plaque honoring him for his ten years of dedicated service; expressing his appreciation for Commissioner Murphy's long-standing commitment and leadership which contributed much to the Commission's success. Commissioner Murphy began by expressing his appreciation to Chairman Zay for his strong leadership as Chairman and to the Commissioners, General Manager Spatz, and staff members for their hard work in restoring the integrity and reputation of the Commission.

Although Commissioner Webb was unable to attend the meeting, Chairman Zay noted that his Plaque would be mailed to him.

On behalf of the Board members, Commissioner Suess invited Commissioner's Murphy, Webb, and Janc to be their dinner guest, at a place to be determined, in recognition of their service.

Commissioner's Saverino and Furstenau both thanked Commissioner Murphy for his dedication and shared how much he would be missed by all.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Commissioner Broda moved to approve the Minutes of the November 20, 2014 Regular Meeting and the Minutes of the November 20, 2014 Executive Session Meeting of the DuPage Water Commission. Seconded by Commissioner Furstenau and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

TREASURER REPORT

Treasurer Ellsworth presented the November 2014 Treasurer's Report, consisting of eleven pages, noting that pages 1, 2 and 3 contained a brief summary of the report.

Treasurer Ellsworth pointed out the \$85.4 million of cash and investments on page 4, which reflected an increase of about \$3.6 million from the previous month. Treasurer Ellsworth also pointed out the schedule of investments on pages 5 through 9 totaling \$78.5 million and the market yield on the total portfolio showed 61 basis points which had slightly decreased from the prior month. On page 10, the statement of cash flows showed an increase in cash and investments by about \$15.4 million and operating activities increased cash by approximately \$9.7 million, roughly \$20.9 million of sales tax was received, and principal and interest debt payments on bonds totaled about \$15.4 million. On page 11, the monthly cash/operating report showed that the Commission had met or exceeded all of its reserve requirements and approximately \$17.8 million of outstanding debt in Table 3, Row H.

Commissioner Murphy moved to accept the November 2014 Treasurer's Report. Seconded by Commissioner Loftus and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

COMMITTEE REPORTS

Finance Committee – Reported by Commissioner Suess

Commissioner Suess reported that the Finance Committee had reviewed and recommended for approval all action items listed on the Finance Agenda. After Commissioner Suess provided a brief summary of the items, he welcomed any questions. Hearing none, Commissioner Suess moved to Authorization for the General Manager to engage in a two (2) year agreement with Sikich LLC for audit services at the DuPage Water Commission for a not-to-exceed amount of 32,000 per year. Seconded by Commissioner Russo and unanimously approved by a Roll Call Vote:

Ayes: J. Broda, L. Crawford, R. Furstenau, C. Janc, D. Loftus, W. Murphy, J. Pruyne, D. Russo, F. Saverino, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: J. B. Webb

Minutes of the 12/18/14 Commission Meeting

Commissioner Suess moved to adopt item numbers 3 through 5 under the Finance Report section of the Agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Russo and unanimously approved by a Roll Call Vote:

Ayes: J. Broda, L. Crawford, R. Furstenau, C. Janc, D. Loftus, W. Murphy, J. Pruyn, D. Russo, F. Saverino, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: J. B. Webb

Item 3: Resolution No. R-33-14: A Resolution Amending the Reserve Fund Policy of the DuPage Water Commission

Item 4: Resolution No. R-34-14: A Resolution Amending the Investment Policy of the DuPage Water Commission

Item 5: Request For Board Action – Authorizing the Transfer of Funds from the General Account and Sales Tax Account to the Capital Reserve Account (\$12 million from the General Account and \$5 million from the Sales Tax Account)

Commissioner Suess concluded his report by thanking Commissioner Janc for his service on the Finance Committee over the last four years and wished him well.

Administration Committee – Reported by Commissioner Crawford

Commissioner Crawford reported that the Administration Committee had reviewed and recommended for approval all action items listed on the Administration Agenda. After Commissioner Crawford provided a brief summary of the items, she welcomed any questions. Hearing none, Commissioner Crawford moved to authorize the General Manager to enter into a Consulting Agreement with John J. Millner and Associates, Inc., subject to negotiation of acceptable terms, in an amount not to exceed \$24,000.00. Seconded by Commissioner Murphy.

Commissioner Suess requested that Mr. Millner attend one of the Board meetings to give Commissioners a chance to meet him, as well as, hear his perspective on Springfield and any potential issues that may impact the Commission. After Chairman Zay noted that he would reach out to Mr. Millner for his availability, the motion was unanimously approved by a Roll Call Vote:

Ayes: J. Broda, L. Crawford, R. Furstenau, C. Janc, D. Loftus, W. Murphy, J. Pruyn, D. Russo, F. Saverino, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: J. B. Webb

Minutes of the 12/18/14 Commission Meeting

Commissioner Crawford concluded her report by extending her appreciation to Commissioner Murphy for his leadership and hard work on the Administration Committee.

Engineering & Construction Committee – Reported by Commissioner Loftus

Commissioner Loftus reported that the Engineering & Construction Committee had reviewed and recommended for approval all action items listed on the Engineering & Construction Agenda. After Commissioner Loftus provided a brief summary of the items, he welcomed any questions. Hearing none, Commissioner Loftus moved to adopt item numbers 2 through 6 under the Engineering & Construction Report section of the Agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Scheck and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, L. Crawford, R. Furstenau, C. Janc, D. Loftus, W. Murphy, J. Pruyn, D. Russo, F. Saverino, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: J. B. Webb

Item 2: Request For Board Action: To Approve Requisition No. 17389 to Infor Global Solutions Inc. in the amount of \$37,549.04

Item 3: Request For Board Action: To Authorize the General Manager to execute a two (2) year Work Wear Supply unit price contract with Red Wing Shoes for employee uniforms at the DuPage Water Commission for the estimated two year amount of \$27,027.45

Item 4: Resolution No. R-31-14: A Resolution Approving the Contract Extension of QRE-6/12 for one year with Divane Bros. Electric Co. and McWilliams Electric Co., Inc. at the December 18, 2014, DuPage Water Commission Meeting

Item 5: Resolution No. R-32-14: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Electrical Contract QRE-6/12 at the December 18, 2014, DuPage Water Commission Meeting (McWilliams Electric Co. Inc. in an estimated amount not-to-exceed \$13,340.00)

Item 6: Resolution No. R-35-14: A Resolution Approving and Ratifying Certain Task Orders Under a Master Contract with Strand Associates, Inc. (Estimated at \$14,250.00).

On behalf of the Engineering and Construction Committee, Commissioner Loftus extended his appreciation to both Commissioner's Murphy and Janc and wished them well.

Minutes of the 12/18/14 Commission Meeting

ACCOUNTS PAYABLE

Commissioner Janc moved to approve the Accounts Payable in the amount of \$6,701,125.17 subject to submission of all contractually required documentation, for invoices that have been received and the Accounts Payable in the amount of \$772,550.00 subject to submission of all contractually required documentation, for invoices that have not yet been received but have been estimated. Seconded by Commissioner Murphy and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, L. Crawford, R. Furstenau, C. Janc, D. Loftus, W. Murphy, J. Pruyn, D. Russo, F. Saverino, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: J. B. Webb

CHAIRMAN'S REPORT

Chairman Zay began his report by reminding Commissioners of the annual DuPage County Ethics Training course noting that they would be receiving an email with instructions on how to complete their annual training requirement.

With respect to the Committee Appointments, Chairman Zay stated that staff would be reaching out to members asking for their input as to whether or not they would like to serve on a different Committee or remain serving on their current Committee.

After Chairman Zay thanked everyone for another successful year, he wished everyone a Happy and Healthy Holiday Season.

OMNIBUS VOTE REQUIRING MAJORITY VOTE

None

OMNIBUS VOTE REQUIRING SUPER-MAJORITY OR SPECIAL MAJORITY VOTE

None

OLD BUSINESS

None

NEW BUSINESS

General Manager Spatz shared that the Commission employees, with the help of Metropolitan Family Services in Wheaton, had adopted five families this holiday season with staff donations totaling about \$2,000.00.

Minutes of the 12/18/14 Commission Meeting

EXECUTIVE SESSION

None

Before the meeting was adjourned, Commissioner Murphy shared a deep appreciation to General Manager Spatz for an excellent job in reestablishing the reputation of the DuPage Water Commission.

Commissioner Murphy moved to adjourn the meeting at 7:25 P.M. Seconded by Commissioner Janc and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

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