MINUTES OF A MEETING OF THE
ADMINISTRATION COMMITTEE
OF THE DuPAGE WATER COMMISSION
HELD ON THURSDAY, APRIL 20, 2017
600 EAST BUTTERFIELD ROAD
ELMHURST, ILLINOIS 60126

Commissioner Healy called the meeting to order at 6:17 P.M.

Committee members in attendance: J. Broda, J. Healy, D. Novotny, R. Obarski and J. Zay (arrived at 6:25 P.M.)

Committee members absent: none

Also in attendance: F. Frelka, P. Luetkehans representing Gorski & Good, J. Rodriguez and J. Spatz

Commissioner Broda moved to approve the Minutes of the February 16, 2017, Administration Committee meeting. Seconded by Commissioner Novotny and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

With regards to R-12-17, Commissioner Broda inquired as how the language was formed for section D number 2 on personal automobiles since occasionally employees will be traveling from their residence if the off-site location is closer to their residence than the Commission. Mr. Luetkehans stated that this section is based on the Internal Revenue Service's regulations.

Discussion ensued regarding setting a separate maximum allowable reimbursement for each category of expense in which per diem and General Services Administration's rates would be utilized in the policy and how the Local Government Travel Expense Control Act (Public Act 99-0604) is defined.

Chairman Zay arrived at 6:25 P.M.

After the discussion, it was the consensus of the Committee Members to approve R-12-17, as amended and review the policy further for any additional changes. Commissioner Novotny moved to recommend approval Resolution R-12-17: A Resolution Approving Travel Requests and Expense Reimbursement Policy, as amended. Seconded by Commissioner Obarski and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

With no further discussion, Commissioner Healy adjourned the meeting at 6:30 P.M. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

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