

**MINUTES OF A MEETING OF THE  
DuPAGE WATER COMMISSION  
HELD ON THURSDAY, APRIL 20, 2017  
600 E. BUTTERFIELD ROAD  
ELMHURST, ILLINOIS**

The meeting was called to order by Chairman Zay at 6:30 P.M.

Commissioners in attendance: J. Broda, R. Gans, J. Healy, D. Loftus, D. Novotny, R. Obarski, J. Pruy, M. Scheck, P. Suess, and J. Zay

Commissioners Absent: J. Fennell, D. Russo, and F. Saverino

Also in attendance: Treasurer W. Fates, J. Spatz, C. Johnson, J. Rodriguez, C. Peterson, F. Frelka, J. Schori, M. Weed, R.C. Bostick, E. Kazmierczak, and P. Luetkehans representing Gorski & Good

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

Commissioner Broda moved to approve the Minutes of the March 16, 2017 Regular Meeting and the Minutes of the March 16, 2017 Executive Session Meeting of the DuPage Water Commission. Seconded by Commissioner Healy and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

**CHARTER CUSTOMER HEARING**

Commissioner Loftus moved to open the Charter Customer Hearing regarding the Management Budget Ordinance for the Fiscal Year Commencing May 1, 2017 and Ending April 30, 2018. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

There being no comments, Commissioner Broda moved to close the Charter Customer Hearing regarding the Management Budget Ordinance for the Fiscal Year Commencing May 1, 2017 and Ending April 30, 2018. Seconded by Commissioner Loftus and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

**PUBLIC HEARING**

Commissioner Healy moved to open the Public Hearing regarding the Annual Budget and Appropriation Ordinance for the Fiscal Year Commencing May 1, 2017 and Ending April 30, 2018. Seconded by Commissioner Gans and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

There being no comments, Commissioner Healy moved to close the Public Hearing regarding the Annual Budget and Appropriation Ordinance for the Fiscal Year Commencing May 1, 2017 and Ending April 30, 2018. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

**TREASURER'S REPORT**

Treasurer Fates presented the March 2017 Treasurer's Report consisting of 12 pages, noting that pages 1, 2 and 3 contained a brief summary of the report.

Treasurer Fates pointed out the \$162.0 million of cash and investments on page 4, which reflected an increase of about \$3.1 million from the previous month. Treasurer Fates also pointed out the schedule of investments on pages 5 through 10 totaling \$144.1 million and the market yield on the total portfolio showed 1.21% basis points which reflected an increase from the prior month. On page 11, the statement of cash flows showed an increase in cash and investments by about \$25.7 million and operating activities increased cash by approximately \$28.8 million, and roughly \$12.5 million of sales tax was received. On page 12, the monthly cash/operating report showed that the Commission had met or exceeded all of its reserve requirements.

Commissioner Suess moved to accept the March 2017 Treasurer's Report. Seconded by Commissioner Broda 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 reviewed and recommended for approval all action items listed on the Finance Committee Agenda. After providing a brief summary, Commissioner Suess moved to adopt item numbers 2 through 5 under the Finance Report section of the Agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Healy and unanimously approved by a Roll Call Vote.

## Minutes of the 4/20/17 Commission Meeting

Ayes: J. Broda, R. Gans, J. Healy, D. Loftus, D. Novotny, R. Obarski, J. Pruyn, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: J. Fennell, D. Russo, and F. Saverino

Item 2: Ordinance No. O-4-17: An Ordinance Approving and Adopting an Annual Management Budget for the Fiscal Year Commencing May 1, 2017 and Ending April 30, 2018

Item 3: Ordinance No. O-5-17: An Ordinance Establishing Fixed Costs to be Payable by Each Contract Customer for the Fiscal Year Commencing May 1, 2017 and Ending April 30, 2018 – (\$0.00)

Item 4: Ordinance No. O-6-17: An Ordinance Approving and Adopting the Annual Budget and Appropriation Ordinance for the Fiscal Year Commencing May 1, 2017 and Ending April 30, 2018

Item 5: Request For Board Action: To approve the Renewal of Financial Services Contract between the DuPage Water Commission and Baker Tilly Virchow Krause, LLP for one year (in an amount up to \$66,000.00 for a one year period).

### **Administration Committee – Reported by Commissioner Healy**

Commissioner Healy reported that the Administration Committee reviewed and recommended for approval all action items listed on the Administration Committee Agenda. After providing a brief summary, Commissioner Healy moved to adopt Resolution No. R-12-17: A Resolution Approving Travel Requests and Expense Reimbursement Policy, as amended. Seconded by Commissioner Gans and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, R. Gans, J. Healy, D. Loftus, D. Novotny, R. Obarski, J. Pruyn, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: J. Fennell, D. Russo, and F. Saverino

### **Engineering & Construction Committee – Reported by Commissioner Loftus**

Commissioner Loftus reported that the Engineering & Construction Committee reviewed and recommended for approval all action items listed on the Engineering & Construction Committee Agenda. After providing a brief summary, Commissioner Loftus moved to adopt item numbers 2 through 4 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.

## Minutes of the 4/20/17 Commission Meeting

Ayes: J. Broda, R. Gans, J. Healy, D. Loftus, D. Novotny, R. Obarski, J. Pruyn, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: J. Fennell, D. Russo, and F. Saverino

Item 2: Resolution No. R-10-17: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Electrical Contract QRE-7/15 at the April 20, 2017, DuPage Water Commission Meeting (Windy City Electric Company – Estimated Cost of \$2,500.00)

Item 3: Resolution No. R-11-17: A Resolution Approving and Ratifying Certain Task Orders Under a Master Contract with AECOM Technical Services, Inc., at the April 20, 2017, DuPage Water Commission Meeting (Task Order No. 5 – Electrical Safety Studies - \$67,900.00)

Item 4: Request For Board Action – To Authorize the General Manager to execute a two (2) year Work Wear Supply unit price contract with Villa Park Electrical Supply Co., Inc. for employee uniforms at the DuPage Water Commission for the estimated two-year amount of \$27,156.95.

### ACCOUNTS PAYABLE

Commissioner Healy moved to approve the Accounts Payable in the amount of \$7,608,669.06 subject to submission of all contractually required documentation, for invoices that have been received and the Accounts Payable in the amount of \$792,330.00 subject to submission of all contractually required documentation, for invoices that have not yet been received but have been estimated. Seconded by Commissioner Broda and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, R. Gans, J. Healy, D. Loftus, D. Novotny, R. Obarski, J. Pruyn, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: J. Fennell, D. Russo, and F. Saverino

### CHAIRMAN'S REPORT

Chairman Zay began his report by reminding Board members to file their Statement of Economic Interest before May 1<sup>st</sup>. He then gave a brief status update on the Village of Bartlett's supply line project noting that construction had been scheduled to begin March of 2018.

### OMNIBUS VOTE REQUIRING MAJORITY VOTE

None

**OMNIBUS VOTE REQUIRING SUPER-MAJORITY OR SPECIAL MAJORITY VOTE**

None

**OLD BUSINESS**

General Manager Spatz informed Board members that the Commission had received a Certificate of Unit Clarification from the State of Illinois Labor Relations Board stating that union employees represented by Local 150 have been reclassified into Local 399 and that contract negotiations should begin within the next couple of months.

**NEW BUSINESS**

General Manager Spatz shared that Commission employee Michael Schweizer would be retiring at the end of April with 27 years of service and that a luncheon would be held to celebrate and wish him well.

Commissioner Loftus also shared that the Commission had received a Water Saver Award from the 2017 Illinois Section Water Works Association WaterCon Conference last month. General Manager Spatz congratulated both Terry McGhee and Jenessa Rodriguez noting that they were both recognized for their work on water conservation.

**EXECUTIVE SESSION**

None

Commissioner Gans moved to adjourn the meeting at 6:50 P.M. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.