

**MINUTES OF A MEETING OF THE
DuPAGE WATER COMMISSION
HELD ON THURSDAY, APRIL 19, 2018
600 E. BUTTERFIELD ROAD
ELMHURST, ILLINOIS**

The meeting was called to order by Chairman Zay at 6:36 P.M.

Commissioners in attendance: J. Broda, J. Fennell, R. Gans (by teleconference), J. Healy, D. Loftus, D. Novotny, R. Obarski, J. Pruyn, F. Saverino, M. Scheck, P. Suess, and J. Zay

Commissioners Absent: D. Russo

Also in attendance: Treasurer W. Fates, J. Spatz, C. Johnson, C. Peterson T. McGhee, F. Frelka, J. Schori, J. Rodriguez, M. Weed, E. Kazmierczak, and B. Armstrong of Schirott, Luetkehans & Garner, LLC

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Commissioner Pruyn moved to approve the Minutes of the March 15, 2018 Regular Meeting and the Minutes of the March 15, 2018 Executive Session Meeting of the DuPage Water Commission. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

CHARTER CUSTOMER HEARING

Commissioner Saverino moved to open the Charter Customer Hearing regarding the Management Budget Ordinance for the Fiscal Year Commencing May 1, 2018 and Ending April 30, 2019. Seconded by Commissioner Loftus and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

There being no comments, Commissioner Healy moved to close the Charter Customer Hearing regarding the Management Budget Ordinance for the Fiscal Year Commencing May 1, 2018 and Ending April 30, 2019. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

PUBIC HEARING

Commissioner Healy moved to open the Public Hearing regarding the Annual Budget and Appropriation Ordinance for the Fiscal Year Commencing May 1, 2018 and Ending April 30, 2019. Seconded by Commissioner Fennell and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

There being no comment, Commissioner Healy moved to close the Public Hearing regarding the Annual Budget and Appropriation Ordinance for the Fiscal Year Commencing May 1, 2018 and Ending April 30, 2019. Seconded by Commissioner Pruyn and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

TREASURER'S REPORT

Treasurer Fates presented the March 2018 Treasurer's Report consisting of 12 pages, noting that pages 1 and 2 contained a brief summary of the report.

Treasurer Fates pointed out the \$174.0 million of cash and investments on page 4, which reflected an increase of about \$1.8 million from the previous month. Treasurer Fates also pointed out the schedule of investments on pages 5 through 10 totaling \$152.8 million and the market yield on the total portfolio showed 1.53% 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 \$12.1 million and operating activities increased cash by approximately \$14.1 million, and roughly \$356,000 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 2018 Treasurer's Report. Seconded by Commissioner Obarski 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 Pruyn and unanimously approved by a Roll Call Vote.

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

Nays: None

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Absent: D. Russo

Item 2: Ordinance No. O-2-18: An Ordinance Approving and Adopting an Annual Management Budget for the Fiscal Year Commencing May 1, 2018 and Ending April 30, 2019

Item 3: Ordinance No. O-3-18: An Ordinance Establishing Fixed Costs to be Payable by Each Contract Customer for the Fiscal Year Commencing May 1, 2018 and Ending April 30, 2019 – (\$0.00)

Item 4: Ordinance No. O-4-18: An Ordinance Approving and Adopting the Annual Budget and Appropriation Ordinance for the Fiscal Year Commencing May 1, 2018 and Ending April 30, 2019

Item 5: Request for Board Action: Authorizing the Transfer of Funds from the General Account to the Long-Term Water Capital Reserve Account (\$2.1M)

Commissioner Suess concluded his report by 1) thanking General Manager Spatz and staff for their work on the budget noting the Commission's positive financial position and 2) informing Board members that staff had scheduled presentation meetings with two credit rating agencies, Standard & Poor's and Moody's Investors Service, in an effort to reestablish the Commission's rating.

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. He then asked General Manager Spatz to report on the discussion regarding an employee retirement notice incentive plan that would offer special benefits to employees that gave advance notice of their retirement. General Manager Spatz noted that the Commission has many senior level employees that could retire at any time and by implementing an incentive plan, it would give the Commission ample time to fill those positions. After General Manager Spatz shared what other municipalities offer, such as, funding a portion of the retiree's healthcare benefits, buying out their sick time, a monetary benefit, or a combination of, he noted that staff would prepare options for discussion at the next meeting.

With no further comment, Commissioner Healy moved to adopted Ordinance No. O-5-18: An Ordinance Approving and Authorizing the Execution of an Intergovernmental Agreement between the DuPage Water Commission and the County of DuPage Concerning Improvements Relating to the Resurfacing of Greenbrook Boulevard. Seconded by Commissioner Obarski and unanimously approved by a Roll Call Vote.

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

Nays: None

Absent: D. Russo

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, he welcomed any questions. Hearing none, Commissioner Loftus moved to adopt item numbers 2 and 3 under the Engineering & Construction Report section of the Agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Fennell and unanimously approved by a Roll Call Vote.

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

Nays: None

Absent: D. Russo

Item 2: Resolution No. R-8-18: A Resolution Approving and Authorizing the Execution of a Master Agreement with Dixon Engineering, Inc. and Robinson Engineering, Ltd. for Professional Engineering Services (No Cost)

Item 3: Resolution No. R-11-18: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Electrical Contract QRE-8/17 at the April 19, 2018 DuPage Water Commission Meeting (McWilliams Electric Co., Inc., at an estimated cost of \$13,310.00)

ACCOUNTS PAYABLE

Commissioner Suess moved to approve the Accounts Payable in the amount of \$8,123,295.77 subject to submission of all contractually required documentation, for invoices that have been received and to approve the Accounts Payable in the amount of \$1,579,030.00 subject to submission of all contractually required documentation, for invoices that have not yet been received but have been estimated. Seconded by Commissioner Healy and unanimously approved by a Roll Call Vote.

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

Nays: None

Absent: D. Russo

CHAIRMAN'S REPORT

Chairman Zay began his report by providing a brief status update of the Bartlett project expressing how impressed he was with the progress, to date.

With regards to the Commission supplying water to the Village of Oswego and the City of Yorkville, Chairman Zay noted that the Village of Montgomery has also shown an interest and that the towns have received approval for an additional study relating to routes and

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costs. In addition, Chairman Zay noted that the City of Joliet is also looking into water supply options stating that he would continue to keep the Board updated.

Next, Chairman Zay informed the Board that a Commission employee had been in a serious accident with one of the Commission vehicles noting that the employee was not injured, but had been put on administrative leave pending an investigation. Details as to the outcome of the investigation will be forthcoming.

Chairman Zay concluded his report by asking for questions regarding the General Manager's contract. Hearing none, Commissioner Healy moved to extend the term of the appointment of the General Manager and to amend the employment agreement with the General Manager in accordance with the Commission's By-Laws and to increase the General Manager's compensation in accordance with the discussions from the March 15, 2018 Executive Session. Seconded by Commissioner Broda and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, J. Fennell, R. Gans, J. Healy, D. Loftus, D. Novotny, R. Obarski, J. Pruyne, F. Saverino, M. Scheck, P. Sues and J. Zay

Nays: None

Absent: D. Russo

OMNIBUS VOTE REQUIRING MAJORITY VOTE

None

OMNIBUS VOTE REQUIRING SUPER-MAJORITY OR SPECIAL MAJORITY VOTE

None

OLD BUSINESS

None

NEW BUSINESS

None

EXECUTIVE SESSION

None

Commissioner Broda moved to adjourn the meeting at 7:00 P.M. Seconded by Commissioner Pruyne and unanimously approved by a Voice Vote.

All voted aye. Motion carried.