

**MINUTES OF A MEETING OF THE  
ADMINISTRATION COMMITTEE  
OF THE DUPAGE WATER COMMISSION  
HELD ON THURSDAY, AUGUST 16, 2018  
600 EAST BUTTERFIELD ROAD  
ELMHURST, ILLINOIS 60126**

Commissioner Broda called the meeting to order at 6:15 P.M.

Committee members in attendance: J. Broda, J. Healy, D. Novotny, R. Obarski and J. Zay

Committee members absent: none

Also in attendance: B. Armstrong of Schirott, Luetkehans & Garner, LLC, F. Frelka, T. McGhee, C. Peterson (arrived at 6:25 P.M.), J. Rodriguez, and J. Spatz

Commissioner Broda moved to approve the Minutes of the July 26, 2018 Rescheduled Administration Committee meeting. Seconded by Commissioner Obarski and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Regarding Resolution No. R-26-18: A Resolution Amending the Employee Handbook to add a section on Early Notification of Retirement Incentive Program, it was the consensus of the Committee members present to recommend this resolution to the full board.

Regarding Ordinance No. O-9-18: An Ordinance Approving and Authorizing the Execution of an Amended and Restated Intergovernmental Agreement between the DuPage Water Commission and the Village of Bartlett Concerning the Loan for Connection Facilities to Implement Water Service to the Village of Bartlett, Commissioner Obarski asked if the Commission owns these transmission mains until the project is completed. Mr. Armstrong answered that the Commission does own these mains until the contract is completed so if there were any unforeseen circumstances, the Village of Bartlett would have to pay the Commission for any additional costs. General Manager Spatz went on to explain that this amendment will aid in the project being completed within the projected timeline.

Commissioner Broda asked if there are construction delays and the project is not completed within the timeline outlined in the contract, would the agreement be terminated. General Manager Spatz stated that the contractor is ahead of schedule and if Bartlett is not taking water by the end of 2019, the Village will start paying the Commission against what was borrowed as well as interest.

After more discussion on easement agreements and possible water pressure adjustments, it was the consensus of the Committee members present to recommend this ordinance to the full board.

Hearing no questions regarding Ordinance No. O-10-18: An Ordinance Approving and Authorizing the Execution of a Second Amendment to the Water Purchase and Sale Contract between the DuPage Water Commission and the Village of Bartlett Unit System, it was the consensus of the Committee members present to recommend this ordinance to the full board.

General Manager Spatz informed the Committee members that there was a salary comparison conducted of the Commission's operators against similar positions with our customers and it will be discussed at the next Commission meeting.

With no further discussion, Commissioner Broda adjourned the meeting at 6:27 P.M. Seconded by Commissioner Obarski and approved by a Voice Vote.

All voted aye. Motion carried.