

**Minutes of a Meeting
of the**

BOARD OF COMMISSIONERS

DuPage Water Commission
600 E. Butterfield Road, Elmhurst, Illinois

May 18, 2023

- I. The meeting was called to order by Chairman Zay at 6:34 PM

Troop 35 from Wheaton presented the flag and led the Pledge of Allegiance.

II. Roll Call

Commissioners in attendance: D. Bouckaert, J. Broda, J. Fennell, D. Novotny, J. Pruyn, K. Rush, D. Russo, F. Saverino, P. Suess, D. Van Vooren, J. Zay.

Commissioners absent: J. Healy

Also in attendance: P. May, C. Bostick, C. Peterson, M. Weed, D. Panaszek, D. Cuvalo, D. Mundall, Z. Evans, J. Haney

III. Public Comments

No public comment was offered.

IV. Plaque Presentation

Chairman Zay asked Commissioner Joe Broda to join him. He presented Commissioner Broda a plaque in recognition of his many years of service to the Commission. Commissioner Broda thanked the Board for the opportunity to serve and shared memories from the inception of the Commission. Commissioner Gans was also recognized for his service to the Commission, although he was not in attendance.

V. Water Ambassador Presentation

The Commission was presented with the Water Ambassador Certificate by representatives from the Illinois Section American Water Works Association, Mr. Ralph Gross, Mr. Jonathan Meyer and Ms. Tracy Leach.

VI. Approval of Minutes

Commissioner Russo moved to approve the minutes of the April 20, 2023 Regular Meeting of the DuPage Water Commission, seconded by Commissioner Broda, unanimously approved by a voice vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, D. Novotny, J. Pruyn, K. Rush, D. Russo, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy

VII. Treasurer's Report

Treasurer Fates presented the April 2023 Treasurer's Reports consisting of 13 pages with pages 1 and 2 containing a brief summary of the report.

April 2023

Treasurer Fates noted \$227.7 million of cash and investments on page 4, relatively unchanged from the previous month. Treasurer Fates also pointed out the schedule of investments on pages 5 through 11 totaling \$195.4 million and the market yield on the total portfolio showed 2.55% which is up slightly from the prior month. On page 12, the statement of cash flows showed an increase in cash and investments by about \$10.9 million and operating activities increased by approximately \$14.9 million. Also noted on page 13, the monthly cash/operating report showed that the Commission has met all recommended reserve balances.

Commissioner Pruyn moved to accept the April 2023 Treasurer's Report, seconded by Commissioner Broda, unanimously approved by a voice vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, D. Novotny, J. Pruyn, K. Rush, D. Russo, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy

VIII. Committee Reports

A. Finance Committee

Commissioner Suess gave an update on the Finance Committee meeting.

Item 2: Request for Board Action: Purchase Cyber Insurance (total premium of approximately \$60,000.00 as proposed by Arthur J Gallagher Risk Management)

Item 3: Request for Board Action: Authorizing the Transfer of Funds from the General Account to the Operating Reserve and Long-Term Water Capital Reserve Account

Commissioner Van Vooren questioned how long the Commission had carried cyber security insurance. Financial Administrator Peterson confirmed that this was the second year of coverage, expiring November 2024. Commissioner Van Vooren went on to ask if the premiums had increased from last year. Financial Administrator Peterson indicated the premiums had increased from the previous year but were a budgeted item and the term of the contract is longer to coincide with other insurance coverage terms and allow for beneficial bundling of coverage in the future. Commissioner Suess confirmed the level of coverage remains the same.

Commissioner Suess referenced the PFM report given to the Commissioners, noting yields and economic factors. Commissioner Van Vooren indicated that he would like staff to consider alternate and/or additional benchmarks. Financial Administrator Peterson will consult with PFM and report back.

Commissioner Seuss made a motion to adopt item numbers 2 and 3 under the Finance Committee section of the Agenda pursuant to the Omnibus Vote Procedures, seconded by Commissioner Russo, unanimously approved by a Roll Call vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, D. Novotny, J. Pruyne, K. Rush, D. Russo, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy

B. Administration Committee

Commissioner Broda gave a brief update on the Administration Committee meeting.

Item 1: Resolution No. R-21-23: A Resolution adopting Personnel Policies for Compensatory Time, Parental Leave, and Tuition Reimbursement, as amended in committee removing the Compensatory Time Policy from the resolution.

Item 2: Resolution R-22-23: A Resolution Authorizing a short-term extension of the IUOE 399 Collective Bargaining Agreement.

Commissioner Broda made a motion adopt item numbers 1 and 2 under the Administration Committee section of the Agenda pursuant to the Omnibus Vote Procedures, seconded by Commissioner Rush, unanimously approved by a Roll Call vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, D. Novotny, J. Pruyne, K. Rush, D. Russo, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy

C. Engineering & Construction Committee

Commissioner Fennell gave a brief update on the Engineering Committee meeting. Commissioner Fennell went on to report that he took part in the interviews of three shortlisted engineering firms for the design services on the WaterLink communities and was pleased that the Commission received several excellent proposals. General Manager May indicated that this was a big step in the project with the next activity being approval of the Intergovernmental Agreement with the communities, which is tentatively scheduled for the June meeting.

Item 1: Resolution No. R-19-23: A Resolution to Authorize the Purchase and Installation of Two (2) Custom Fabric Storage Structures, at a not-to-exceed cost of \$70,000.00.

Item 2: Resolution No. R-20-23: A Resolution Approving and Ratifying Certain Task Orders under a Master Contract with Donohue and Associates for Design Services for ROV10A and MS19B Improvements, Task Order NO. 01, at an estimated cost of \$75,000.00.

Commissioner Fennell moved to approve Items 1-2 under the Engineering & Construction Committee Report section of the agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Pruyn, unanimously approved by a roll call vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, D. Novotny, J. Pruyn, K. Rush, D. Russo, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy

IX. Accounts Payable

A. April 2023

Item 1: To approve the Accounts Payable in the amount of \$9,073,005.63 (April 2023), subject to submission of all contractually required documentation, for invoices that have been received.

Item 2: To approve the Accounts Payable in the amount of \$3,504,875.00 (April 2023), subject to submission of all contractually required documentation, for invoices that have not yet been received but have been estimated.

Chairman Zay asked for a motion to combine and approve the accounts payable disbursements and the estimated accounts payable for March 2023, Commissioner Russo moved, seconded by Commissioner Broda and unanimously approved by a roll call vote.

Ayes: D. Bouckaert, J. Broda, J. Fennell, D. Novotny, J. Pruyn, K. Rush, D. Russo, F. Saverino, P. Suess, D. Van Vooren, J. Zay

Nay: None

Absent: J. Healy

X. Chairman's Report

Chairman Zay thanked Troop 35 for joining us. He went on to offer his well wishes to Commissioner Broda on his next chapter and invited everyone to stay for cake after the meeting.

General Manager evaluations were due to Danna by May 8, 2023. He asked all Commissioners who have not yet completed them to do so at their earliest convenience.

Contract negotiations with the City of Chicago are ongoing, albeit, slowly. General Manager May expanded on that by noting that the Commission is moving forward concurrently with both avenues, City of Chicago contract negotiations and the Source Water Project.

XI. Old Business

- A. Source Water Project Update - General Manager May Indicated that the Commission continues to pursue advancement of the source water project, and noted that the next steps are to engage potential partners including other regional water wholesalers and municipalities, and to assemble a financial strategy for the project. With the Board's concurrence, Mr. May will solicit a proposal for the financial advisory services to be considered at the next meeting. Chairman Zay asked for a show of hands to continue with advancement of the project an solicitation of a proposal for financial services. The Board unanimously concurred to proceed with the next steps. Commissioner Suess requested that a second proposal also be solicited; General Manager May noted that he will proceed accordingly.
- B. WaterLink (Montgomery, Oswego, Yorkville) Update – General Manager May verified that the communities have approved Intergovernmental Agreements funding escrow.

XII. New Business

No new business was offered.

XIII. Executive Session

There was no Executive Session.

XIV. Adjournment

Commissioner Broda made a motion to adjourn, seconded by Commissioner Russo, unanimously approved by a voice vote. All aye, motion carried.

Meeting adjourned at 7:09 PM.