

**MINUTES OF A MEETING OF THE  
DuPAGE WATER COMMISSION  
HELD ON THURSDAY, NOVEMBER 21, 2013  
600 E. BUTTERFIELD ROAD  
ELMHURST, ILLINOIS**

The meeting was called to order by Chairman Zay at 7:00 P.M.

Commissioners in attendance: J. Broda, L. Crawford, R. Furstenau, C. Janc, D. Loftus, W. Murphy, J. Pruyn, D. Russo, F. Saverino, M. Scheck, and J. Zay

Commissioners Absent: P. Suess and J.B. Webb

Also in attendance: Treasurer D. Ellsworth, J. Spatz, C. Johnson, C. Peterson, T. McGhee, J. Rodriguez, M. Weed, F. Frelka, J. Schori, R. C. Bostick, E. Kazmierczak, and R. Jones of Gorski & Good, LLP.

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

Commissioner Furstenau moved to approve the Minutes of the October 17, 2013 Regular Meeting of the DuPage Water Commission. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

**TREASURER REPORT**

Treasurer Ellsworth presented the October 2013 Treasurer's Report, consisting of ten pages, noting that pages 1 and 2 contained a brief summary of the report.

Treasurer Ellsworth pointed out the \$68.5MM of cash and investments on page 3, which reflected an increase of about \$250,000 from the previous month. Treasurer Ellsworth also pointed out the schedule of investments on pages 4 through 8 totaling \$65.5MM and the market yield on the total portfolio showed 48 basis points which reflected an increase from the prior month. On page 9, the statement of cash flows showed an increase in cash and investments by about \$3.5MM and operating activities increased cash by approximately \$4.1MM, roughly \$17MM of sales tax was received, and Debt service payments totaled about \$17.8MM. On page 10, the monthly cash/operating report showed that the Commission had met or exceeded all of its reserve requirements and approximately \$53MM of outstanding debt in Table 3, Rows H and I.

Commissioner Murphy moved to accept the October 2013 Treasurer's Report. Seconded by Commissioner Russo and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

**COMMITTEE REPORTS**

**Finance Committee – Reported by Commissioner Pruyn**

Commissioner Pruyn reported that the Finance Committee reviewed and recommended for approval all items listed on the Finance Committee Agenda.

With respect to the Interest Period under the Northern Trust Certificate of Debt, Commissioner Pruyn stated that the Finance Committee recommended electing another one month interest period as the interest rate had remained the same.

Commissioner Pruyn reported that the Committee reviewed the PFM Asset Management Quarterly Investment Review noting that the Commission's current portfolio position year-to-date earnings was approximately 51 basis points net yield with total calendar year-to-date earnings of about \$178,000; adding that the Commission was in full compliance with all investment policies for the quarter.

Commissioner Pruyn noted that the Finance Committee discussed the quarterly legal review noting that legal expenses have decreased considerable.

Commissioner Pruyn moved to adopt Resolution No. R-30-13: A Resolution Authorizing and Directing the Use of General Account Balances for the Payment of Debt Service on the Northern Trust Certificate of Debt - up to \$7MM. Seconded by Commissioner Russo and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, L. Crawford, R. Furstenau, C. Janc, D. Loftus, W. Murphy, J. Pruyn, D. Russo, F. Saverino, M. Scheck, and J. Zay

Nays: None

Absent: P. Suess and J.B. Webb

Commissioner Pruyn moved to suspend the purchasing procedures of the Commission's By-Laws and to purchase Workers Compensation and Employer's Liability insurance coverage, for a total premium of \$81,000.00, as proposed by Illinois Public Risk Fund and outlined by The Nugent Consulting Group. Seconded by Commissioner Janc and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, L. Crawford, R. Furstenau, C. Janc, D. Loftus, W. Murphy, J. Pruyn, D. Russo, F. Saverino, M. Scheck, and J. Zay

Nays: None

Absent: P. Suess and J.B. Webb

## Minutes of the 11/21/13 Meeting

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

Commissioner Crawford reported that the Administration Committee reviewed and recommended for approval all items listed on the Administration Committee Agenda.

Commissioner Crawford moved to adopt Resolution No. R-29-13: A Resolution Releasing Certain Executive Session Meeting Minutes at the November 21, 2013 DuPage Water Commission Meeting. Seconded by Commissioner Furstenau and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, L. Crawford, R. Furstenau, C. Janc, D. Loftus, W. Murphy, J. Pruyn, D. Russo, F. Saverino, M. Scheck, and J. Zay

Nays: None

Absent: P. Suess and J.B. Webb

Commissioner Crawford referred to the Intergovernmental Agreement Shared Ethics Ordinance between the Commission and the County of DuPage informing members that the Commission's current Ordinance was not written to automatically incorporate any subsequent changes and/or amendments. Therefore, the Administration Committee would be reviewing language which would incorporate such automatic changes and report back to the Board with a recommendation for consideration.

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

Commissioner Loftus reported that the Engineering & Construction Committee had reviewed and recommended for approval all action items listed on the Engineering & Construction Agenda.

After Commissioner Loftus gave a brief summary of items 2 and 3, he requested that item 4, Resolution No. R-32-13, be removed from the group Omnibus Vote Agenda for separate consideration as he would be recusing himself from any discussion or vote related to the item.

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 Furstenau and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, L. Crawford, R. Furstenau, C. Janc, D. Loftus, W. Murphy, J. Pruyn, D. Russo, F. Saverino, M. Scheck, and J. Zay

Nays: None

Absent: P. Suess and J.B. Webb

## Minutes of the 11/21/13 Meeting

- Item 2: Resolution No. R-28-13: A Resolution Approving and Ratifying Certain Work Authorization Order(s) Under Quick Response Electrical Contract QRE-6/12 at the November 21, 2013 DuPage Water Commission Meeting (McWilliams Electric Co., Inc. in an amount not-to-exceed \$11,000.00)
- Item 3: Resolution No. R-31-13: A Resolution Approving and Authorizing the Execution of a New Electrical Supply Agreement—(Integrys Energy Services Inc. for a total electrical cost not-to-exceed 4.22 cents per kWh

Commissioner Scheck moved to adopt Resolution No. R-32-13: A Resolution Approving and Ratifying Certain Task Orders Under a Master Contract with AECOM Technical Services Inc. at the November 21, 2013 DuPage Water Commission Meeting (\$29,800.00-estimated). Seconded by Commissioner Russo and unanimously approved by a Roll Call Vote.

Ayes: J. Broda, L. Crawford, R. Furstenau, C. Janc, W. Murphy, J. Pruyn, D. Russo, F. Saverino, M. Scheck, and J. Zay

Nays: None

Recused: D. Loftus

Absent: P. Suess and J.B. Webb

Commissioner Furstenau pointed out and General Manager Spatz confirmed that the new electrical agreement with Integrys Energy Services Inc. would save the Commission a minimum of \$166,000.00 per year.

### **ACCOUNTS PAYABLE**

Commissioner Murphy moved to approve the Accounts Payable in the amount of \$14,815,616.68 subject to submission of all contractually required documentation, for invoices that have been received and for invoices that have not yet been received but have been estimated. Seconded by Commissioner Furstenau and unanimously approved by a Roll Call Vote:

Ayes: J. Broda, L. Crawford, R. Furstenau, C. Janc, D. Loftus, W. Murphy, J. Pruyn, D. Russo, F. Saverino, M. Scheck, and J. Zay

Nays: None

Absent: P. Suess and J.B. Webb

### **CHAIRMAN'S REPORT**

Chairman Zay welcomed the Commissioner's to visit the Commission's website as it had been updated to include the Board member's districts, their dpwc email addresses, and term expirations.

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**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

After Chairman Zay wished everyone a Happy Thanksgiving, Commissioner Murphy moved to adjourn the meeting at 7:16 P.M. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

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