

**MINUTES OF A MEETING OF THE
DuPAGE WATER COMMISSION
HELD ON THURSDAY, MARCH 16, 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, J. Fennell, J. Healy, D. Loftus, D. Novotny, R. Obarski, J. Pruy, D. Russo, F. Saverino, M. Scheck, P. Suess, and J. Zay

Commissioners Absent: R. Gans

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

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Commissioner Healy moved to approve the Minutes of the February 16, 2017 Regular Meeting and the Minutes of the February 16, 2017 Special Committee of the Whole Meeting of the DuPage Water Commission. Seconded by Commissioner Broda and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

TREASURER'S REPORT

Treasurer Fates presented the February 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 \$158.9 million of cash and investments on page 4, which reflected an increase of about \$1.5 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 1.18% 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 \$22.6 million and operating activities increased cash by approximately \$25.8 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 Healy moved to accept the February 2017 Treasurer's Report. Seconded by Commissioner Suess 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 all items list on the Finance Committee Agenda with no action items for consideration. Commissioner Suess noted that the Finance Committee would be reviewing the Commission’s specific reserve requirements and offer recommendations at the April Board meeting.

Administration Committee

No Meeting

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 5 under the Engineering & Construction Report section of the Agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Fennell.

Commissioner Suess referred to Resolution No. R-7-17 and questioned the significant price differential between the lowest bidder compared to the rest of the bidders. Commissioner Loftus noted that he had the same concern, but was informed that all consultants had received the same bid proposal and that the significant difference in cost was due to the way each consultant bid the project; some proposals were more in depth while other proposals reflected the same as any other construction project. General Manager Spatz added that staff had met with AECOM to verify the work and all costs.

With no further discussion, the motion was unanimously approved by a Roll Call Vote.

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

Nays: None

Absent: R. Gans

Item 2: Resolution No. R-7-17: A Resolution Approving and Ratifying Certain Task Orders Under a Master Contract with AECOM at the March 16, 2017 DuPage Water Commission Meeting (Task Order No. 4 – Design of Transmission Main to serve the Village of Bartlett - \$325,000.00

Item 3: Resolution No. R-8-17: A Resolution Directing Advertisements for Quick Response Contract QR-11/17 (No Cost)

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Item 4: Resolution No. R-9-17: A Resolution Approving and Authorizing the Execution of a Master Agreement with HBK Engineering LLC. for Professional Engineering Services (No Cost)

Item 5: Request For Board Action – To Authorize Approval of Requisition No. 45349 to Friendly Ford for the purchase of one Ford F-150 Supercab Pick Up Truck in the amount of \$26,050.00.

ACCOUNTS PAYABLE

Commissioner Loftus moved to approve the Accounts Payable in the amount of \$7,106,116.68 subject to submission of all contractually required documentation, for invoices that have been received and the revised Accounts Payable in the amount of \$1,046,125.00 subject to submission of all contractually required documentation, for invoices that have not yet been received but have been estimated. Seconded by Commissioner Scheck and unanimously approved by a Roll Call Vote.

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

Nays: None

Absent: R. Gans

CHAIRMAN'S REPORT

Chairman Zay reported that the Village of Bartlett's supply line project was underway and added that he, General Manager Spatz and staff would be meeting with both the Village of Hanover Park and the Village of Roselle to discuss the details of the project.

Chairman Zay also reported that he and General Manager Spatz had met with the Village of Oswego regarding the possibility of supplying water to their community and felt that the meeting went well.

OMNIBUS VOTE REQUIRING MAJORITY VOTE

None

OMNIBUS VOTE REQUIRING SUPER-MAJORITY OR SPECIAL MAJORITY VOTE

None

OLD BUSINESS

General Manager Spatz reminded Board members to complete the online annual Ethics Training.

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NEW BUSINESS

None

EXECUTIVE SESSION

Commissioner Russo moved to go into Executive Session to discuss matters related to personnel pursuant to 5 ILCS 120/2(c)(1) and (2). Seconded by Commissioner Healy and unanimously approved by a Roll Call Vote:

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

Nays: None

Absent: R. Gans

The Board went into Executive Session at 6:45 P.M.

Commissioner Broda moved to come out of Executive Session at 7:05 P.M. Seconded by Commissioner Healy and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Commissioner Broda moved to adjourn the meeting at 7:06 P.M. Seconded by Commissioner Saverino and unanimously approved by a Voice Vote.

All voted aye. Motion carried.