

**MINUTES OF A SCHEDULED MEETING OF THE
DuPAGE WATER COMMISSION
HELD ON THURSDAY, JANUARY 18, 2018
600 E. BUTTERFIELD ROAD
ELMHURST, ILLINOIS**

The meeting was called to order by Chairman Zay at 6:39 P.M.

Commissioners in attendance: J. Broda, J. Fennell, R. Gans, J. Healy, D. Loftus, D. Novotny, R. Obarski, J. Pruy, D. Russo, F. Saverino, M. Scheck, P. Suess, and J. Zay

Commissioners Absent: None

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

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Commissioner Obarski moved to approve the Minutes of the December 14, 2017 Rescheduled Regular Meeting of the DuPage Water Commission. Seconded by Commissioner Pruy and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

TREASURER'S REPORT

Treasurer Fates presented the December 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 \$171.6 million of cash and investments on page 4, which reflected an increase of about \$1.4 million from the previous month. Treasurer Fates also pointed out the schedule of investments on pages 5 through 10 totaling \$152.4 million and the market yield on the total portfolio showed 1.44% 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 \$9.7 million and operating activities increased cash by approximately \$11.0 million, and roughly \$293,000 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 Healy moved to accept the December 2017 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 Suess

Commissioner Suess reported that the Finance Committee reviewed all items list on the Finance Committee Agenda with no action items for consideration.

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. With no further discussion, Commissioner Healy moved adopt Ordinance No. O-1-18: An Ordinance Approving and Authorizing the Execution of an Intergovernmental Agreement between the DuPage Water Commission and the Village of Roselle concerning the Installation of a Water Main in the Village of Roselle, as revised. 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, D. Russo, F. Saverino, M. Scheck, P. Suess and J. Zay

Nays: None

Absent: None

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 Commissioner Loftus provided a brief summary of all items noting that approval of both Requisitions would require suspending the Commission's purchasing procedures, he then welcomed any questions. Hearing none, Commissioner Loftus moved to adopt item numbers 2 through 6 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, D. Russo, F. Saverino, M. Scheck, P. Suess and J. Zay

Nays: None

Absent: None

Item 2: Resolution No. R-1-18: A Resolution Approving and Ratifying Certain Contract Change Orders at the January 18, 2018, DuPage Water Commission Meeting (Rehabilitation of Coating Systems and Fall Protection Systems for Tank Site No. 3 Contract SS-8/17 Era-Valdivia – Decrease of Contract Price by \$7,600.00)

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- Item 3: Resolution No. R-2-18: A Resolution Awarding a Contract for the Construction of the West Transmission Main (Contract TW-3/17 Benchmark Construction in the amount of \$13,242,601.00)
- Item 4: Resolution No. R-3-18: A Resolution Approving and Ratifying Certain Task Orders Under a Master Contract with AECOM at the January 18, 2018 DuPage Water Commission Meeting (Construction Services Related to Contract TW-3/17 West Transmission Main – at an estimated cost of \$348,990.00)
- Item 5: Request for Board Action: To authorize the General Manager to approve Requisition No. 49434 in the amount of \$28,592.94 (Insight Public Sector)
- Item 6: Request for Board Action: To suspend the purchasing procedures of the Commission's By-Laws and authorize the General Manager to approve Requisition No. 49453 in the amount of \$33,388.87 (ITsavvy, LLC.)

ACCOUNTS PAYABLE

Commissioner Healy moved to approve the Accounts Payable in the amount of \$8,291,169.04 subject to submission of all contractually required documentation, for invoices that have been received and to approve the revised Accounts Payable in the amount of \$985,990.00 subject to submission of all contractually required documentation, for invoices that have not yet been received but have been estimated. Seconded by Commissioner Russo 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, D. Russo, F. Saverino, M. Scheck, P. Suess and J. Zay

Nays: None

Absent: None

CHAIRMAN'S REPORT

Chairman Zay reported that a meeting had been scheduled, next Tuesday, with the Village of Oswego, the City of Yorkville, representatives from AECOM, General Manager Spatz, Water Operations Manager McGhee and himself to discuss the possibility of the Commission supplying water to the two communities. The meeting would include a presentation on the positives of joining the Commission, financial transparency and address any questions/concerns.

Next, Chairman Zay informed that staff would be reaching out to the Rating Agencies to begin work on reestablishing the Commission's bond rating.

Regarding the Village of Bartlett's water main project, Chairman Zay thanked staff for finishing the Agreement so quickly noting that the agreement had been signed and discussions regarding a possible groundbreaking event were in the works. Invitations for the event would be extended to representatives from the Villages of Bartlett, Roselle,

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Hanover Park, DuPage County, and all Commissioners and that a notification would go out once a date had been selected.

For the February Board Meeting, Chairman Zay noted that a Committee of the Whole meeting would be scheduled for 6:00pm to begin discussions on the Tentative Draft Management Budget for Fiscal Year 2018-2019 and that all Committee start times would be rescheduled to begin at 5:30pm.

OMNIBUS VOTE REQUIRING MAJORITY VOTE

None

OMNIBUS VOTE REQUIRING SUPER-MAJORITY OR SPECIAL MAJORITY VOTE

None

OLD BUSINESS

Commissioner Broda inquired as to when the new audio system would be installed and General Manager Spatz replied that due to the cost exceeding \$20,000 that it would take about three months as staff is preparing specifications to bid the system.

NEW BUSINESS

None

EXECUTIVE SESSION

None

Commissioner Healy moved to adjourn the meeting at 6:51 P.M. Seconded by Commissioner Russo and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Board/Minutes/Commission/2018/Rcm180118.docx