

**MINUTES OF A RESCHEDULED MEETING OF THE
DuPAGE WATER COMMISSION
HELD ON THURSDAY, DECEMBER 13, 2018
600 E. BUTTERFIELD ROAD
ELMHURST, ILLINOIS**

The meeting was called to order by Chairman Zay at 6:30 P.M.

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

Commissioners Absent: J. Broda, J. Healy, and D. Loftus

Also in attendance: Treasurer W. Fates, J. Spatz, C. Johnson, C. Peterson, A. Stark, D. Cuvalo, T. McGhee, J. Rodriguez, F. Frelka, J. Schori, M. Weed, C. Bostick, E. Kazmierczak, B. Armstrong of Schirott, Luetkehans & Garner, LLC.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Commissioner Pruyn moved to approve the Minutes of the November 15, 2018 Meeting of the DuPage Water Commission. Seconded by Commissioner Russo and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

TREASURER'S REPORT

Treasurer Fates presented the November 2018 Treasurer's Report consisting of 12 pages, noting that pages 1 and 2 contained a brief summary of the report.

Treasurer Fates pointed out the \$172.4 million of cash and investments on page 4, which reflected a decrease of about \$0.6 million from the previous month. Treasurer Fates also pointed out the schedule of investments on pages 5 through 10 totaling \$152.3 million and the market yield on the total portfolio showed 1.92% which reflected an increase from the prior month. On page 11, the statement of cash flows showed a decrease in cash and investments by about \$2.2 million and operating activities generated \$6.9 million, and roughly \$113,000 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 Russo moved to accept the November 2018 Treasurer's Report. Seconded by Commissioner Saverino 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 had reviewed and approved all finance reports with no actions items for Board consideration. Commissioner Suess then referred to page 1 of the Financial Report specifically highlighting the Commission's year-to-date revenues which were about 104% of the current budget and expenses were about 99% of the current budget noting the favorable margin of about \$5M to \$6M where the Commission's revenues exceeded its expenses.

Administration Committee – Reported by Commissioner Obarski

Commissioner Obarski reported that the Administration Committee reviewed and recommended for approval all action items listed on the Administration Committee Agenda and welcomed any questions. Hearing none, Commissioner Obarski moved to adopt Resolution No. R-37-18: A Resolution Authorizing and Ratifying the Disposal of Certain Personal Property Owned by the DuPage Water Commission. Seconded by Commissioner Saverino and unanimously approved by a Roll Call Vote.

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

Nays: None

Absent: J. Broda, J. Healy, and D. Loftus

Engineering & Construction Committee – Reported by Commissioner Fennell

Commissioner Fennell reported that the Engineering & Construction Committee reviewed and recommended for approval all action items listed on the Engineering & Construction Committee Agenda and welcomed any questions. Hearing none, Commissioner Fennell moved to adopt item numbers 2 through 9 under the Engineering & Construction Report section of the Agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Scheck and unanimously approved by a Roll Call Vote.

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

Nays: None

Absent: J. Broda, J. Healy, and D. Loftus

Item 2: Resolution No. R-38-18: A Resolution Suspending the Purchasing Procedures and Authorize the Execution of a Consulting Agreement with IT Savvy, LLC, for Consulting Services at the December 13, 2018 DuPage Water Commission Meeting (IT Savvy in the amount of \$76,560.00)

Item 3: Resolution No. R-39-18: A Resolution Approving and Ratifying Certain Task Orders under a Master Contract with AECOM Technical Services, Inc., at the December 13, 2018 DuPage Water Commission Meeting (AECOM Technical Services, Inc., in an amount not-to-exceed \$7,700.00)

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- Item 4: Resolution No. R-40-18: A Resolution Approving and Ratifying Certain Contract Change Orders at the December 13, 2018 DuPage Water Commission Meeting (Injection and Waterproofing Systems, Inc. for an increase contract amount of \$3,772.00 and final price of \$153,272.00)
- Item 5: Resolution No. R-41-18: A Resolution Directing Advertisement for Bids on a Contract for 36-inch butterfly valves with manual Mechanical Operators and Hand Wheels at the December 13, 2018 DuPage Water Commission Meeting (no cost)
- Item 6: Resolution No. R-42-18: A Resolution Approving and Authorizing the Execution of a Master Agreement with Stantec Consulting Services, Inc., for Professional Engineering Services. (no cost)
- Item 7: Resolution No. R-43-18: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Contract QR-11/17 at the December 13, 2018 DuPage Water Commission Meeting (John Neri construction Co., Inc. at an estimated cost of \$192,375.00)
- Item 8: Resolution No. R-44-18: A Resolution Suspending the Purchasing Procedures and Authorizing the Execution of a Consulting Agreement with IT Savvy LLC for IT Cyber Security Services at the December 13, 2018 DuPage Water Commission Meeting (IT Savvy, LLC in the amount of \$221,605.62)
- Item 9: Request for Board Action: Suspend the Purchasing Procedures and Authorize the General Manager to Purchase the Services to Upgrade the Variable Frequency Drives at the Commission's TS1 Pumping Station from a Sole Sources Authorized Manufacturer Distributor, Englewood Electric Service Co., for a cost not-to-exceed \$125,000.00 at the December 13, 2018 DuPage Water Commission Meeting (Englewood Electric Service Co., for a cost not-to-exceed \$125,000.00)

ACCOUNTS PAYABLE

Commissioner Russo moved to approve the Accounts Payable in the amount of \$7,583,143.31 subject to submission of all contractually required documentation, for invoices that have been received and to approve the Accounts Payable in the amount of \$2,977,325.00 subject to submission of all contractually required documentation, for invoices that have not yet been received but have been estimated. Seconded by Commissioner Gans and unanimously approved by a Roll Call Vote.

Ayes: J. Fennell, R. Gans, D. Novotny, R. Obarski, J. Pruyne, D. Russo, F. Saverino, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: J. Broda, J. Healy, and D. Loftus

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CHAIRMAN'S REPORT

Chairman Zay began by informing Board members that both Commissioner's Loftus and Scheck would not be seeking another term therefore the Engineering Committee would be changing. With that said, Chairman Zay suggested that the Board think about switching the Committee start times to have the Engineering Committee start at the earlier time. Once the new members are in place, he stated he would circle back to the discussion.

Chairman Zay then asked General Manager Spatz to report on last month's employee salary adjustments. General Manager Spatz began with how appreciative the employees had been and how the new salary adjustments were more in line with other industries. General Manager Spatz stated that he had heard from a couple employees that they had been actively seeking other opportunities but had since stopped due to the increase. Plus, one employee that had planned on retiring at the end of the year had decided to stay for one more year. Chairman Zay added that he felt the morale had greatly improved and thanked the Board for their support.

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

Commissioner's Suess and Saverino thanked General Manager Spatz and staff for another successful year noting their continued hard work was appreciated. After Chairman Zay wished everyone a Happy Holiday, Commissioner Gans moved to adjourn the meeting at 6:43 P.M. Seconded by Commissioner Russo and unanimously approved by a Voice Vote.

All voted aye. Motion carried.