

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

The meeting was called to order by Chairman Zay at 7:36 P.M.

Commissioners in attendance: L. Crawford, R. Furstenau, C. Janc, D. Loftus, J. Pruy, D. Russo, F. Saverino, M. Scheck, P. Suess, and J. Zay

Commissioners Absent: W. Murphy and J. B. Webb

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

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

Commissioner Russo moved to approve the Minutes of the January 17, 2013 Regular Meeting and the Minutes of the December 20, 2012 Executive Session. Seconded by Commissioner Saverino and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

**TREASURER REPORT**

Treasurer Ellsworth presented the January 2013 Treasurer's Report, consisting of six pages.

Treasurer Ellsworth pointed out the \$70.5MM of cash and investments on page 1, noting that the balance was up by \$3.4MM from the previous month and that the report now reflects investments at amortized costs as discussed last month. The balance in the Illinois Funds Money Market increased by \$2MM and U.S. Treasury and Agency Investments increased by \$1.3MM. Treasurer Ellsworth also pointed out the schedule of investments on pages 2, 3, and 4 totaling \$67.1MM and the market yield on the total portfolio showed 34 basis points. On page 5, the statement of cash flows showed a decrease in cash and investments by \$6.7MM and operating activities increased cash by about \$558,000. The sales tax receipts showed an increase in cash of \$24.5MM. Debt service payments totaled \$30.6MM with capital assets decreasing cash by \$1.3MM. On page 6, the monthly cash/operating report showed that the Commission had met or exceeded all of its reserve requirements.

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Treasurer Ellsworth concluded his report by noting that next month there would be a significant change in the reporting structure with the new bond issue, the elimination of certain accounts, and the creation of other accounts which had been approved by the Board through the new investment policy, the new funding bond issue, and also the fund balance policy.

Commissioner Janc moved to accept the January 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 Suess**

Commissioner Suess reported that the Finance Committee reviewed all items listed on the Finance Committee Agenda briefly summarizing each item.

Commissioner Suess reported that the Finance Committee reviewed the quarterly investment report from PFM regarding the management of the Commission's reserve assets noting the performance was favorable earning about 40 basis points.

Commissioner Suess reported that the Finance Committee reviewed the February 1<sup>st</sup> completion of the debt refinancing and that the March financial report would be reflecting the reallocation of the reserves. The assets received from the refinance would then be used towards paying off the 2003 revenue bonds on May 1<sup>st</sup>.

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

Commissioner Suess concluded his report noting that once the Commission gets past the reallocation of the reserves, the Committee would then be looking at what additional debt payments could be made to further drawdown the outstanding balances noting a strong possibility that an additional payment of \$8MM could be drawdown over the next several months with respect to the debt certificates.

Commissioner Furstenau requested that a report be prepared which would show what the interest savings would be by drawing down additional debt.

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

Commissioner Crawford reported that the Administration Committee did not have a quorum, but those present discussed the items listed on the agenda.

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With respect to the John J. Millner Contract Agreement, Commissioner Crawford stated that she was in favor of the contract by stressing the importance of having a consultant/lobbyist who would look out for the Commission's best interest. She then shared her concern regarding a current proposal in Springfield which could allow outside organizations to tap into the Commissions transmission lines. Chairman Zay agreed with Commissioner Crawford and added that Mr. Millner brings experience as a State Senator and as a former Police Chief and is well respected by the municipalities and the county.

After much discussion, it was the consensus of the Board to move forward with approval of the agreement.

Commissioner Crawford moved to Authorize the Execution of a Consulting Agreement with John J. Millner and Associates, Inc. in an amount not to exceed \$18,000.00. Seconded by Commissioner Saverino and unanimously approved by a Roll Call Vote.

Ayes: L. Crawford, R. Furstenau, C. Janc, D. Loftus, J. Pruyne, D. Russo, F. Saverino, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: W. Murphy and J. B. Webb

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

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

With no further discussion, Commissioner Loftus moved to adopt item numbers 2 through 4 under the Engineering & Construction Committee 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.

### **Engineering & Construction Omnibus Vote**

Ayes: L. Crawford, R. Furstenau, C. Janc, D. Loftus, J. Pruyne, D. Russo, F. Saverino, M. Scheck, P. Suess, and J. Zay

Nays: None

Absent: W. Murphy and J. B. Webb

Item 2: Resolution No. R-6-13: A Resolution Directing Advertisement for Bids on a Contract for Quick Response Construction Work (Contract QR-10/13) - "Engineering & Construction Omnibus Vote"

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- Item 3: Resolution No. R-7-12: A Resolution Suspending Purchasing Procedures and Approving Requisition 15002 for the Purchase of Information Technology Hardware from Sikich, LLP – in the amount of \$123,230.00)- “Engineering & Construction Omnibus Vote”
- Item 4: Resolution No. R-8-13: A Resolution Approving and Ratifying Certain Work Authorization Order(s) Under Quick Response Contract QRE-6/12 at the February 21, 2013 DuPage Water Commission Meeting – Divane Bros. Electric Co. \$13,000.00 (estimated not-to-exceed) -“Engineering & Construction Omnibus Vote”

Commissioner Loftus concluded his report by noting that the terms and conditions for professional engineering services in securing various professional firms to use for specific projects had been completed and distributed to about 30 firms with a very positive response, noting that the Commission should have a lot more options moving forward with regard to professional services contracts.

### **ACCOUNTS PAYABLE**

Commissioner Janc moved to approve the Accounts Payable in the amount of \$6,968,308.17 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, as revised. Seconded by Commissioner Russo and unanimously approved by a Roll Call Vote:

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

Nays: None

Absent: W. Murphy and J.B. Webb

### **CHAIRMAN'S REPORT**

Chairman Zay reminded the Commissioners about the DuPage County Ethics Training scheduled on Tuesday, February 26, 2013 at 1:45P.M.

Due to a conflict, Chairman Zay noted that he would like to reschedule the March Board Meeting for the 14<sup>th</sup> and asked Board members to check their availability as an email would be sent out to see if the meeting could be changed.

### **OMNIBUS VOTE REQUIRING MAJORITY VOTE**

None

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**OMNIBUS VOTE REQUIRING SUPER-MAJORITY OR SPECIAL MAJORITY VOTE**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

Before the meeting was adjourned, Operations Manager McGhee shared that the Commission had received a special engineering award for energy on the Commission's generator project and recognized Mike Weed and Chris Bostick for all their efforts on the project.

**EXECUTIVE SESSION**

None

Commissioner Russo moved to adjourn the meeting at 7:58 P.M. Seconded by Commissioner Janc and unanimously approved by a Voice Vote.

All voted aye. Motion carried.