

Minutes of the regular meeting of the Board of Trustees of the Fox River Water Reclamation District held on Wednesday, April 24, 2024, at the Administration Building at 1957 North LaFox, South Elgin, Illinois. Present were President Benjamin Bernal, Vice President Martin McCormack, Clerk/Treasurer Elizabeth Penesis, Trustee Steve Rauschenberger, and Trustee Marvin Kramer.

Staff present included Executive Director Eric Johnson, Assistant Clerk Amy Ortiz, Technical Services Director Cameron Colby, Staff Augmentation Specialist Tim Gualandri, Chief of HR and Administration Dr. Promod Vohra, Operations Director Ed Brown, Laboratory Manager Sam Youssef, and Attorney Mark Kimzey.

President Bernal called the Board of Trustee's meeting to order at 5:30 P.M.

**PUBLIC COMMENT**

None

**PUBLIC HEARING FOR THE FY 2025 BUDGET AND  
APPROPRIATIONS ORDINANCE 961**

President Bernal opened the public hearing for the Budget Ordinance 961 at 5:31 PM. Hearing that there was no one present that desired to be heard, he requested to close the meeting. Trustee Kramer made a motion, seconded by Trustee Penesis, to close the public hearing on the FY 2025 Budget at 5:32 P.M.

There was no further discussion; President Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye.

**EXECUTIVE SESSION**

Trustee Kramer made a motion, seconded by Trustee Penesis to adjourn to Executive Session in pursuit of Section 2(c)(1) of the Open Meetings Act the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District; AND Section 2(c)(5) of the Open Meetings Act in order to consider the purchase or lease of real property for the use of the District, including meetings held for the purpose of discussing whether a particular parcel should be acquired; AND Section 2(c)(6) of the Open Meetings Act in order to consider the setting of a price for sale or lease of property owned by the District.

There was no discussion; President Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye. The Board adjourned to Executive Session at 5:35 PM. The Board resumed from Executive Session at 6:30 PM.

**APPROVAL OF THE MARCH 20, 2024 MINUTES**

Trustee Rauschenberger made the motion, seconded by Trustee McCormack, to approve the March 20, 2024, Board of Trustees minutes as written.

There was no discussion; President Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye.

**APPROVAL OF CASH DISBURSEMENTS**

Executive Director Johnson read aloud the cash disbursement totals per fund: disbursements for the Sewer Revenue Fund are \$1,545,046.66, and \$308,218.56 for the Depreciation & Replacement Fund.

Trustee Kramer, seconded by Trustee McCormack, to approve the cash disbursements as presented. There was no further discussion; President Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye.

**REVIEW OF CONNECTION PERMITS**

Forty-three connection permits were issued in between Board meetings that consisted of three commercial, three industrial, twenty multi-family, and seventeen single-family permits. Approximately \$5,50.00 was collected in service fees.

Trustee Penesis made a motion, seconded by Trustee McCormack, to approve the connection permits as issued. There was no discussion. President Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye.

**REVIEW OF CONTRACTS AND PURCHASE ORDERS**

Executive Director Johnson provided a report on the two purchase orders that were issued in-between the Board meetings that were over \$10,000. The purchase orders include:

- Polydyne, Inc in the amount of \$17,940.00 for Polymer
- Trotter and Associates Inc in the amount of \$12,800.00 for ADP WRF Screening Study

**FOIA REQUESTS**

There were no Freedom of Information Act (FOIA) requests in-between Board meetings.

**NEW BUSINESS**

**MOTION TO APPROVE FY 2025 BUDGET AND  
APPROPRIATION ORDINANCE 961**

Trustee Penesis made a motion, seconded by Trustee McCormack, to approve the FY 2025 Budget and Appropriation Ordinance 961.

There was no discussion; President Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye.

**FINAL RECOMMENDATION SOLAR PRESENTATION SHAWN AJAZI  
PROGRESSIVE BUSINESS SOLUTIONS**

Shawn Ajazi from Progressive Business Solutions presented the Board with their final recommendations for implementing solar panels within the district. After the presentation Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve the recommendations from Progressive Business Solutions to implement solar technology. Executive Director Johnson explained that he will move forward with the planning and bring the formalized documents for the best option back to the Board after staff review.

There was no further discussion; President Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye.

**MOTION TO APPROVE FY 2025 BOARD OF TRUSTEES MEETING SCHEDULE**

Trustee Rauschenberger made a motion, seconded by Trustee McCormack to approve the FY 2025 Board of Trustee meeting schedule. Trustee Penesis requested that the June 5<sup>th</sup> meeting be moved to June 12<sup>th</sup>. President Bernal responded that that request can be accommodated.

There was no further discussion; President Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye

**MOTION TO APPROVE FY 2025 SALARY ADJUSTMENTS  
AND PAY RANGES**

Trustee McCormack made a motion, seconded by Trustee Penesis, to approve the FY 2025 salary adjustments, and pay ranges. Executive Director Johnson explained that adjustment would provide a higher salary to help the district maintain competitive compensation. There is currently a shortage of Class 1 Operators. A pay increase would help encourage staff to obtain that certification.

There was no further discussion; President Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye

**MOTION TO APPROVE THE EIGHTH SUPPLEMENT AGREEMENT  
BETWEEN THE FOX RIVER WATER RECLAMATION DISTRICT  
AND THE VILLAGE OF WEST DUNDEE**

Trustee McCormack made a motion, seconded by Trustee Kramer, to approve the eighth supplement agreement between FRWRD and the Village of West Dundee. President Bernal requested Executive Johnson to provide details regarding the agreement. Johnson explained that the Village of West Dundee and FRWRD have an Intergovernmental Agreement. As of this agreement, they are responsible for paying a portion of capital improvement projects to the portions that are used to treat their wastewater. This project was for the force main that FRWRD used funding from the state revolving loan to fund this project. This project had a large change order, and additional funds were requested. This agreement allows the Village to start making payments towards this project with the first payment due before April 30<sup>th</sup>.

There was no further discussion; Present Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye

**MOTION TO APPROVE 1-YEAR INFORMATION TECHNOLOGY SUPPORT  
SERVICES AGREEMENT WITH ENHANCED NETWORKS**

Trustee McCormack made a motion, seconded by Trustee Kramer, to approve the 1-year IT Support Services Agreement with Enhanced Networks.

There was no further discussion; Present Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye

**MOTION TO APPROVE IEPA PERMIT APPLICATION FOR FIDUCIARY REAL  
ESTATE DEVELOPMENT, INC FOR THE NEW SEASONS OF  
ELGIN RESIDENTIAL SUBDIVISION**

Trustee McCormack, seconded by Trustee Rauschenberger to approve the IEPA Permit application for Fiduciary Real Estate Development, Inc. for the new season of Elgin Residential Subdivision.

There was no discussion; Present Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye

**MOTION TO APPROVE A PURCHASE ORDER AUTHORIZING THE PURCHASE OF AN ESI AUTO-DILUTER FOR THE PERKINELMER NEXION 2200**

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to approve the purchase of an ESI Auto-Diluter for the PerkinElmer Nexion 2200. Trustee Rauschenberger requested more information. Lab Manager Sam Youssef explained that currently the lab is having Chemist working as a Diluter. This purchase would allow the lab to free up to 15 hours of the chemist's time while increasing accuracy and decreasing the risk of contamination.

There was no further discussion; Present Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye

**BAR-MOTION TO APPROVE PROFESSIONAL SERVICES AGREEMENT WITH HR GREEN FOR NEW RAS/WAS PUMP STATION EVALUATION**

Trustee McCormack made a motion, seconded by Trustee Penesis, to approve the professional services agreement with HR Green for the new RAS/WAS pump station evaluation. Technical Services Director Cameron Colby provided an overview explaining that due to ADP WRF strict phosphorous limits on the facility the biggest level is from returned activate sludge flow. With the difficulty from the RAS/WAS staff are recommending a study from HR Green regarding the potential upgrades or repairs of the RAS/WAS pump station.

There was no further discussion; Present Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye

**RESOLUTION APPROVING CHANGE ORDER NO. 3 TO THE ADP AND NORTH WRFS HVAC IMPROVEMENTS TO INDEPENDENT MECHANICAL INDUSTRIES, INC. TO INCLUDE A TIME EXTENSION**

Trustee Kramer made a motion, seconded by Trustee McCormack to approve the change order No. 3 to the ADP and North WRF's HVAC improvements to Independent Mechanical Industries, Inc., to include a time extension.

There was no discussion; Present Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Kramer: Aye, Rauschenberger: Aye, Bernal: Aye.

**AWARD OF 2-YEARS LAWN AND LANDSCAPE MAINTENANCE SERVICE CONTRACT TO CLAUSS BROTHERS, INC**

Trustee Rauschenberger made a motion, seconded by Trustee Penesis to award the 2-years lawn and landscaping maintenance service contract to Clauss Brother, Inc. Executive Director Johnson explained that this contract does include all the plants, administrative buildings, and lift stations.

There was no further discussion; Present Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Kramer: Aye, Rauschenberger: Aye, Bernal: Aye.

**MOTION TO AWARD THE 1-YEAR SODIUM BISULFITE  
CONTRACT TO UNIVAR SOLUTIONS**

Trustee McCormack made a motion, seconded by Trustee Kramer, to approve the 1-year Sodium Bisulfite Contract to Univar Solutions.

There was no discussion; Present Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Kramer: Aye, Rauschenberger: Aye, Bernal: Aye.

**MOTION TO AWARD THE 1-YEAR SODIUM HYPOCHLORITE CONTRACT TO  
ROWELL CHEMICAL CORPORATION**

Trustee McCormack made a motion, seconded by Trustee Penesis, to approve a 1-year Sodium Hypochlorite contract to Rowell Chemical Corporation. Operations Director Ed Brown noted that there was a decrease in cost on this contract compared to the previous year.

There was no further discussion; Present Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Kramer: Aye, Rauschenberger: Aye, Bernal: Aye.

**EXECUTIVE DIRECTOR JOHNSON'S REPORT**

Executive Director Eric Johnson presented the board with the following written reports:

- Executive Director Report
- Operations Report
- Technical Service Report
- Permitting Report from
- Capital Improvements Report (Previously Ongoing Study, Design)

Executive Director Johnson provided that the submission of the Economic Interest Statements are due on May 1<sup>st</sup>. FRWRD met with IDOT regarding the expansion of Route 20 and still have not come to a resolution regarding a requested easement. Eric also announced that our Director of Operations Ed Brown received the Operator of the Year Award. The district also held Earth Day with six Legislators in attendance. Legislators were provided with a quick tour of admin building, lab, and ADP to discuss green initiatives and to build relationship with the district.

April 24<sup>th</sup>, 2024

**ADJOURN**

As there was no additional business, Trustee McCormack made a motion, seconded by Trustee Kramer, to adjourn the April 24, 2024, meeting at 7:17 P.M. The next regular meeting is scheduled for 5:30 P.M. Wednesday, May 15th, 2024. President Bernal called for a Roll Call Vote. Assistant Clerk Ortiz called Roll: Trustees: McCormack: Aye, Penesis: Aye, Kramer: Aye, Bernal: Aye. Rauschenberger: Aye.

Respectfully Submitted,

Amy Ortiz, Assistant Clerk

APPROVED:

Benjamin Bernal, President

Elizabeth Penesis, Clerk/Treasurer