

Minutes of the regular meeting of the Board of Trustees of the Fox River Water Reclamation District held on Wednesday, February 21, 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 Steven Rauschenberger, and Trustee Marvin Kramer.

Staff present included Executive Director Eric Johnson, Assistant Clerk Amy Ortiz, Operations Director Ed Brown, Lab Manager Sam Youssef, Acting Technical Services Director Tim Gualandri, Chief of HR and Administration Dr. Promod Vohra, Maintenance Superintendent Shannon Corn and Attorney Mark Kinzey.

President Bernal called the Board of Trustee's meeting to order at 5:31 P.M.

APPROVAL OF THE JANUARY 10TH MINUTES

Trustee Penesis made the motion, seconded by Trustee Kramer, to approve the January 10th 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.

PUBLIC COMMENT

None

APPROVAL OF CASH DISBURSEMENTS

Executive Director Johnson read aloud the cash disbursement totals per fund: Disbursements for the Sewer Revenue Fund are \$1,639,089.47, for the Capital Improvement Fund is \$21,242.80, for the Depreciation & Replacement Fund is \$671,980.25 and for the Corporate Fund is 1,013,573.17.

Trustee Rauschenberger, 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

Sixty-three connection permits were issued in between Board meetings that consisted of five commercial, four industrial, six multifamily and forty-eight single family permits. Approximately \$199,481.78 was collected in service fees.

Trustee Penesis made a motion, seconded by Trustee Kramer, 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 five purchase orders that were issued in-between the Board meetings that was over \$10,000. The purchase orders include:

- Teledyne Instruments Inc in the amount of \$10,494.00 for refrigerated sampler and batteries
- JWC Environmental Inc in the amount of \$12,861.74 for Digester grinder
- Wilson Industrial Sales Co in the amount of \$15,750.00 for Bio Carb Bulk Delivery
- Berg-Johnson Associations in the amount of \$10,524.36 for Mag Meter
- Polydyne, Inc in the amount of \$17,940.00 for Polymer

FOIA REQUESTS

There were two FOIA request received in between meetings from Tyler Alleman a request for a list of all current Pre-Treatment Industrial customers and the Pre-treatment site address for commercial purposes. The second was from Ashley Simakas Drake requesting information on water sub meters to credit for irrigation and cooling tower evaporations for commercial users.

NEW BUSINESS

PRESENTATION FROM COLUMBIA CAPITAL MANAGEMENT PRESENTATION

Jeff White & Kevin O’Kelly from Columbia Capital Management presented to the board regarding the benefits of adding the services of an Investment Management Service to District. Jeff White, part owner of the company and previous city manager explained the goal of their organization is to increase efficiency of local governments investments without creating burden for staff. Their process ensures that they are paying attention to maturity schedules to reduce the amount of downtime between investments.

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

Trustee Kramer made a motion, seconded by Trustee McCormack, to approve the Seven Supplement Agreement with the Village of West Dundee. Executive Director Johnson explained that FRWRD has an agreement with West Dundee to share the cost of construction cost with the North and ADP Plant. This agreement is a payment plan to FRWRD for the Bio Phosphorus Removal System. The Village of West Dundee is responsible for 18.9% of the project.

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 EMPLOYEE HEALTH OUT OF POCKET
MEDICAL EXPENSES**

Trustee Pensis made a motion, seconded by Trustee McCormack, to approve the employee health out of pocket medical expenses. There was no discussion; President Bernal called for Trustees to vote: McCormack: Aye, Pensis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye

**MOTION TO APPROVE RESOLUTION 534 A RESOLUTION APPROVING
CHANGE ORDER NO. 2 TO THE ADP AND NORTH WRFS HVAC IMPROVEMENTS
TO INDEPENDENT MECHANICAL, INC. IN THE AMOUNT OF \$18,762.00**

Trustee Kramer made a motion, seconded by Trustee Rauschenberger, to approve Resolution 534 approving Change Order No. 2 to HVAC Improvements Project. Executive Director Johnson explained the change order is due to the discovery of a damaged skylight and changing the location of the air conditioner added \$7,000 more dollars to the project.

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

**MOTION TO APPROVE RESOLUTION 535 A RESOLUTION APPROVING
AMENDMENT NO. 1 TO AGREEMENT BETWEEN FRWRD AND CDM SMITH**

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to approve Resolution 535 approving the amendment No. 1 agreement between FRWRD and CDM Smith. There was no discussion; Present Bernal called for Trustees to vote: McCormack: Aye, Pensis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye

**MOTION TO APPROVE ORDINANCE 959 AMENDING ORDINANCE 957
ANNEXING THE BURTON GIFFORD, LLC PROPERTY TO PROVIDE OWNERSHIP
CORRECTION**

Trustee Kramer made a motion, seconded by Trustee Rauschenberger, to approve Ordinance 959 amending ownership correction of Ordinance 957. Executive Director Johnson explained that the petitioner attorney filed the wrong ownership paperwork. Johnson explained moving forward he is working on a Ordinance that would require the petition to be responsible for fees that are acquired due to their errors. Currently there is no ordinance that requires this and the District is responsible for the cost to refile the paperwork.

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

**BAR-MOTION TO APPROVE PURCHASE ORDER TO JWC
ENVIRONMENTAL FOR \$25,404, FOR STATION 36 INFLUENT GRINDER
REPLACEMENT PARTS**

Trustee Penesis made a motion, seconded by Trustee McCormack, to approve the purchase order to JWC Environmental for Influent Grinder replacement parts. There was no discussion; Present Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye

**MOTION TO APPROVE WASTE HAULING AND DISPOSAL CONTRACT
WITH GROOT WASTE SERVICES**

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve the contract with Groot Waste Services. Trustee Rauschenberger inquired why our current waste services did not provide a quote. Maintenance Superintendent Shannon Corn replied that although he did reach out to them, they chose not to respond. He explained that they underbid their contract and did not want to move forward.

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

EXECUTIVE DIRECTOR JOHNSON'S REPORT

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

- Executive Director Report
- Operations Director Report from Edward Brown
- Permitting Report from Michal Dacka, Permitting Coordinator
- Engineer Report of Ongoing Study, Design, and Construction Projects from Tim Gualandri, Acting Technical Services Director

Executive Director Johnson provided the board with a brief overview of his written report that included the Cyber Security the USEPA is hosting a Zoom call regarding Water and Wastewater Sector Security Brief on February 27th.

ADJOURN

As there was no additional business, Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to adjourn the February 21, 2024, meeting at 6:42 P.M. The next regular meeting is scheduled for 5:30 P.M. Wednesday, March 20th, 2024. President Bernal called for a Roll Call Vote. Assistant Clerk Ortiz called Roll: Trustees: McCormack: Aye, Penesis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye.

February 21st, 2024

Respectfully Submitted,

Amy Ortiz, Assistant Clerk

APPROVED:

Benjamin Bernal, President

Elizabeth Penesis, Clerk/Treasurer