

Minutes of the regular meeting of the Board of Trustees of the Fox River Water Reclamation District held on Wednesday, March 20, 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, and Trustee Marvin Kramer. Trustee Steve Rauschenberger attended the meeting online through the platform Zoom. Trustee Rauschenberger's connection was lost and left the meeting at 6:10 PM.

Staff present included Executive Director Eric Johnson, Assistant Clerk Amy Ortiz, Acting Technical Services Director Tim Gualandri, Chief of HR and Administration Dr. Promod Vohra, and Attorney Michael Airdo.

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

### **REMOTE ATTENDANCE**

President Bernal read aloud a statement allowing Trustee Rauschenberger to participate in the Board of Trustees meeting via online platform Zoom. There were no objections from any board members. Attorney Airdo informed President Bernal that all votes must be taken by roll call.

### **APPROVAL OF THE FEBRUARY 21, 2024 MINUTES**

Trustee Penesis made the motion, seconded by Trustee Kramer, to approve the February 21, 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.

### **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 \$1,433,402.68, for the Capital Improvement Fund is \$70,000.00, for the Depreciation & Replacement Fund is \$759,006.86.

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**

Twenty-six connection permits were issued in between Board meetings that consisted of three commercial, one industrial, ten multifamily, and twelve single family permits. Approximately \$500.00 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 three purchase orders that were issued in-between the Board meetings that were over \$10,000. The purchase orders include:

- Air Service Company in the amount of \$16,054.41 for Blower & Compressor Services
- JWC Environmental Inc in the amount of \$25,404.00 for Station 36 Grinder
- Polydyne, Inc in the amount of \$17,940.00 for Polymer

### **FOIA REQUESTS**

There was one FOIA request that was received in between meetings from Karen Garcia. Karen is from Smart Procure and placed a commercial request for all current employee/staff contact information. No Board information is required, this is for informational purposes only.

### **NEW BUSINESS**

#### **BAKER TILLY PRESENTATION OF DRAFT AUDIT FY23**

Joe Lightcapp from Baker Tilly presented to the Board with information from the draft Audit for the financial year 2023. Trustee Penesis made a motion, seconded by Trustee McCormack, to accept the FY 2023 Audit report as presented.

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 ORDINANCE NO. 960 AN ORDINANCE TO APPROVE FY 2024/2025 TENTATIVE APPROPRIATION BUDGET**

Trustee Kramer made a motion, seconded by Trustee McCormack, to approve Ordinance No. 960 the Tentative Appropriation Budget for Financial Year 2024/2025. Executive Director Johnson noted that the budget would be advertised for the formal hearing on March 22<sup>nd</sup> with the official hearing for the budget to be held on April 24<sup>th</sup>.

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 CIVIL PENALTY ISSUED TO JOHN B. SANFILIPPO & SON  
FOR FOG LIMIT VIOLATION**

Trustee McCormack made a motion, seconded by Trustee Kramer, to approve the civil penalty issued to John B. Sanfilippo & Son for a FOG limit violation. President Bernal requested staff to provide insight regarding the violation. Executive Director Johnson explained that FRWRD collected a sample from the facility on December 12<sup>th</sup> and the sample contained 284 mg/L of Fats, Oils, and Grease. Since this is a violation of federal standards since their one-day maximum limit for FOG is 200 mg/L. President Bernal inquired how often does this occurrence take place. Johnson provided that this is John B. Sanfilippo second violation with their first violation occurring in 2021.

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 RESOLUTION NO. 536-A RESOLUTION OF  
ISSUANCE OF FINES TO JOHN B. SANFILIPPO & SON**

Trustee McCormack made a motion, seconded by Trustee Kramer, to approve Resolution 536 the issuance of fines to John B. Sanfilippo & Son.

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

**MOTION TO APPROVE IEPA PERMIT APPLICATION FOR ALAN  
HORTICULTURE, LLC. REGARDING A DEVELOPMENT WITHIN THE BLUE  
HERON BUSINESS PARK IN BARTLETT**

Trustee Penesis made a motion, seconded by Trustee McCormack, to approve IEPA permit application for Alan Horticulture, LLC. Executive Johnson explained that Alan Horticulture, LLC is a landscaping design company that is looking to develop a new warehouse facility. Their flow is connected through MWRD and will be transported to the ADP WRF.

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 AGREEMENT WITH ONE WATER INC.  
REGARDING PROPOSAL FOR ALGAEWHEEL**

Trustee Penesis made a motion, seconded by Trustee Kramer, to approve the agreement with One Water Inc., regarding the proposal for the Algae wheel. Acting Technical Services Tim Gualandri provided an overview of the project. Describing how the Algae wheel is designed to reduce nutrient loads to the head of ADP WRF in the form of recycled steam stored in filtrate tanks. The side treatment process uses low energy relying on Co2 and the Sun. This program will also, allow the district to take advantage of a carbon credited project. With the Algae wheel reducing carbon emissions the District can accrue carbon credits for its usage.

Executive Director Johnson explained the District would be using One Water Technology and HR Green can provide an overview of the data to make sure that the implementation is successful. President Bernal remarked that this very unique and innovating. Trustee Kramer inquired what is the timeline of the installation based on the weather. Gualandri explained that the start of the project would be in June and would test through summer, six months for the study, with ten months in total.

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 AGREEMENT WITH HR GREEN ENGINEER SERVICES FOR ALGAEWHEEL PROJECT MANAGEMENT**

Trustee McCormack, seconded by Trustee Penesis, to approve the agreement with HR Green Engineer services for Algae Wheel project management.

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

**RESOLUTION NO. 537-A RESOLUTION APPROVING CHANGE ORDER AMENDING THE HR GREEN STAFF AUGMENTATION CONTRACT TO INCLUDE A TIME EXTENSION**

Trustee McCormack made a motion, seconded by Trustee Penesis, to approve the change order amending the HR Green Staff Augmentation contract to include a time extension. President Bernal inquired if this was for the additional time to assist with the new Technical Services Director. Executive Director Johnson explained that additional time would be beneficial for the transition period and since there was conservated management of the HR Green contract there are still significant funds to provide the additional support.

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 AWARD OF WEST WRF MIXED LIQUOR RECYCLE PUMP REPLACEMENT PROJECT TO HAYES COMMERCIAL, LLC IN THE AMOUNT OF \$46,010**

Trustee McCormack made a motion, seconded by Trustee McCormack, to approve the award of the West WRF mixed liquor recycle pump replacement project to Hayes Commercial, LLC.

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

**BAR-RESOLUTION NO. 538-A RESOLUTION APPROVING CHANGE ORDER NO. 3 TO MANUSOS GENERAL CONTRACTING FOR THE NORTH WRF INFLUENT BAR SCREEN PROJECT IN THE AMOUNT OF \$8,212.25**

Trustee McCormack made a motion, seconded by Trustee Penesis, to approve the Change Order No. 3 to Manusos General Contracting for the North WRF Influent Bar Screen Project.

There was no discussion; Present Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Kramer: Aye, Bernal: Aye. Rauschenberger was not present for this vote.

**BAR-MOTION TO APPROVE AGREEMENT FOR APPOINTMENT OF AGENT AGREEMENT WITH PATRIOT ENERGY FOR FIXED NATURAL GAS PURCHASING STRATEGY**

Trustee McCormack made a motion, seconded by Trustee Penesis, to approve the appointment of agent agreement with Patriot Energy for a fixed natural gas purchasing strategy.

There was no discussion; Present Bernal called for Trustees to vote: McCormack: Aye, Penesis: Aye, Kramer: Aye, Bernal: Aye. Rauschenberger was not present for this vote.

**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

Director Johnson provided the Board with a brief overview of his written report that included: The new Technical Services Director Cameron Colby first day is scheduled for April 1<sup>st</sup>. Johnson provided an update on staff accomplishments: Our Lab Manager Sam Youssef has been elected President of the Northern Illinois Water Analyst Association (NIWAA) and our Director of Operations Ed Brown has been awarded Wastewater Operator of the Year.

James Howard from Governmental Accounting provided the Board with an overview of The Fox River Water Reclamation's District January's Interim Financial Report.

March 20<sup>th</sup>, 2024

**ADJOURN**

As there was no additional business, Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to adjourn the March 20, 2024, meeting at 6:28 P.M. The next regular meeting is scheduled for 5:30 P.M. Wednesday, April 24th, 2024. President Bernal called for a Roll Call Vote. Assistant Clerk Ortiz called Roll: Trustees: McCormack: Aye, Penesis: Aye, Kramer: Aye, Bernal: Aye. Rauschenberger was not present for this vote.

Respectfully Submitted,

Amy Ortiz, Assistant Clerk

APPROVED:

Benjamin Bernal, President

Elizabeth Penesis, Clerk/Treasurer