

Minutes of the regular meeting of the Board of Trustees of the Fox River Water Reclamation District held on Monday, June 21, 2021 at the Administration Building at 1957 North LaFox, South Elgin, Illinois. Present in the office were Trustees Benjamin Bernal, Gary Hyman, Steve Rauschenberger and Marty McCormack.

Others present included Executive Director Bob Trueblood, Technical Services Director Beth Vogt, Assistant Clerk Kim Narvaiz, Attorney Doug Schefflow and Attorney Michael Airdo.

President Bernal called the meeting to order at 9:16 A.M.

APPROVAL OF MAY 24, 2021 BOARD OF TRUSTEES MINUTES

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to approve the minutes of the May 24, 2021 Board of Trustees as written. There were no comments; President Bernal called for a vote. Ayes, Trustees Bernal, Hyman, Rauschenberger, McCormack. Nays, none

PUBLIC COMMENT

None

APPROVAL OF CASH DISBURSEMENTS

Executive Director Trueblood read aloud the cash disbursement totals per fund. Disbursements for the Sewer Revenue \$1,245,667.30, Capital Improvement Fund \$2,077,726.22, Depreciation & Replacement Fund \$5,877.07, and Corporate Fund \$117,458.76.

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to approve the Cash Disbursements as presented. Trustee Rauschenberger asked what the check for the USGS is for. Executive Director Trueblood responded that the District makes this payment on behalf of the Fox River Study Group for the river monitoring at the Stratton dam research that is being conducted and the expense is reimbursed to the District 100%. Trustee Bernal asked if the Oracle invoice is a monthly payment. Executive Director responded no, this is a quarterly bill.

There were no further comments; President Bernal called for a vote. Ayes, Trustees Bernal, Hyman, Rauschenberger, McCormack. Nays, none

REVIEW OF CONNECTION PERMITS

There were two Commercial, one Public Building permits issued in between meetings. Approximately \$9,000 was collected. Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to approve the Connection Permits as issued. There were no comments; President Bernal called for a vote. Ayes, Trustees Bernal, Hyman, Rauschenberger, McCormack. Nays, none

REVIEW OF CONTRACTS AND PURCHASE ORDERS

Executive Director (ED) Trueblood reported that there were three purchase orders over \$10,000 issued in-between meetings. The first was to Baker Tilly Virchow Krause, LLP for the District's annual audit services in the amount of \$42,889. The second was to Polydyne for a standard order of Polymer off the agreement contract. The third PO was to Perkin Elmer Health Sciences for the Annual ICP/GFAA Service Contract for preventative maintenance. Trustee Rauschenberger asked how often do we test for metals. Technical Services Director Vogt responded the equipment runs nearly every day to process the metal samples. No action was necessary by the board.

FOIA REQUESTS

ED Trueblood indicated that one FOIA request was received between meetings. A Professional Land Surveyor contacted District Staff on behalf of a Resident residing on Lower Wellington to request the Plat of Survey for District owned Property located at 646 Lower Wellington. The request was responded to and no action is needed by the Board.

OLD BUSINESS

None

NEW BUSINESS

MOTION TO APPROVE CHANGE ORDER NO. 3 IHC CONSTRUCTION INDUSTRIES INC., ON THE ADP WRF PHOSPHOROUS REMOVAL – STRUVITE FACILITIES PROJECT

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to approve Change Order No. 3 to IHC Construction Industries Inc., on the ADP WRF Phosphorous Removal – Struvite Facilities Project.

There were no comments; President Bernal called for a vote. Ayes, Trustees Bernal, Hyman, Rauschenberger, McCormack. Nays, none

MOTION TO APPROVE COST PROPOSAL NO. 29 TO JOSEPH J HENDERSON AND SON, INC. ON THE NORTH WRF PHOSPHOROUS REMOVAL PROJECT

Trustee Hyman made a motion, seconded by Trustee McCormack, to approve Cost Proposal No. 29 and issue a Work Change Directive to Joseph J Henderson and Son, Inc. on the North WRF Phosphorous Removal Project.

There were no comments; President Bernal called for a vote. Ayes, Trustees Bernal, Hyman, Rauschenberger, McCormack. Nays, none

MOTION TO APPROVE WORK CHANGE DIRECTIVE NO. 27 TO JOSEPH J HENDERSON AND SON, INC. ON THE NORTH WRF PHOSPHOROUS REMOVAL PROJECT

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to approve the approve Work Change Directive No. 27 to Joseph J Henderson and Son, Inc. on the North WRF Phosphorous Removal Project.

There were no comments; President Bernal called for a vote. Ayes, Trustees Bernal, Hyman, Rauschenberger, McCormack. Nays, none

MOTION TO APPROVE PURCHASE ORDER TO EVOQUA FOR \$25,104 FOR NORTH WRF CHLORINE CONTACT TANK #5 GEAR REDUCER REPAIR

Trustee Hyman made a motion, seconded by Trustee McCormack, to approve issuing a purchase order to Evoqua for \$25,104 for North WRF Chlorine Contact Tank #5 Gear Reducer Repair. Trustee McCormack confirmed that staff was in favor of Option 2. TSD Vogt responded yes, this option is slightly more expensive, but it separates the drives to the current manufacturer supported arrangement and it will be a shorter lead time.

There were no further comments; President Bernal called for a vote. Ayes, Trustees Bernal, Hyman, Rauschenberger, McCormack. Nays, none

MOTION TO APPROVE AMENDED RETAINER AGREEMENT FOR ATTORNEY SERVICES WITH ATTORNEY SCHEFLOW

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to approve the Amended Retainer Agreement for Attorney Services with Attorney Scheflow.

There were no comments; President Bernal called for a vote. Ayes, Trustees Bernal, Hyman, Rauschenberger, McCormack. Nays, none.

MOTION TO APPROVE FY 2022 FRWRD STAFF SALARY ADJUSTMENTS

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to approve the proposed salary increases of 2%.

There were no comments; President Bernal called for a vote. Ayes, Trustees Bernal, Hyman, Rauschenberger, McCormack. Nays, none

**MOTION TO APPROVE FRWRD INVESTMENT POLICY AND PROCEDURE UPDATE
RESOLUTION 511**

Trustee Hyman made a motion, seconded by Trustee McCormack, to approve Resolution 511 - FRWRD Investment Policy and Procedure update. Trustee Bernal asked if there were any significant changes in the policy. Executive Director Trueblood responded that this is just updating officers and correcting a few typos. There are no changes in the banking institutes or procedures.

There were no further comments; President Bernal called for a vote. Ayes, Trustees Bernal, Hyman, Rauschenberger, McCormack. Nays, none

MOTION TO APPROVE KENYAN FARMS SERVICE AGREEMENT

Trustee Hyman made a motion, seconded by Trustee McCormack, to approve the Kenyan Farms Service Agreement subject to final Attorney review and approval and payment of fees. Trustee Bernal asked how many acres the development is looking to annex. Technical Services Director Vogt responded 38.5, which is not contiguous to FRWRD and thus requires a service agreement. Executive Director Trueblood commented that since it is not a contiguous annexation they will be charged a 12% surcharge on user fees to make up for the lost property tax revenue. Trustee Bernal reminded Board members that this is still subject to Attorney final review and approval as well as payment of fees.

There were no further comments; President Bernal called for a vote. Ayes, Trustees Bernal, Hyman, Rauschenberger, McCormack. Nays, none

MOTION TO APPROVE EXECUTIVE DIRECTOR SALARY ADJUSTMENT

Trustee Bernal made a motion, seconded by Trustee Rauschenberger, to table this item until all Trustees are present and can discuss in Executive Session.

There were no comments; President Bernal called for a vote. Ayes, Trustees Bernal, Hyman, Rauschenberger, McCormack. Nays, none

President Bernal called for a 10-minute break at 9:39 A.M. and called the meeting back to order at 9:50 A.M.

TECHNICAL SERVICES REPORT

Technical Services Director reported that the new Project Engineer, Franklin Jakubow, started with FRWRD on June 1st. Franklin is a graduate of Loyola University with a BS in Environmental Engineering. Additionally, Staff has heard back no response from the USEPA to date on the USEPA Notice of Potential Violations due to their Pretreat Audit. Trustee Rauschenberger asked about staff's impression of the USEPA representatives they have been in contact with. TSD Vogt responded that they seem very knowledgeable and seasoned in pretreatment and staff has a good working relationship with them.

STAFF REPORT OF ONGOING STUDY, DESIGN AND CONSTRUCTION PROJECTS

Technical Services Director Vogt provided a written update on all projects. TSD Vogt highlighted the following:

- The CSO pumps at the new Pump Station 31 were activated due to the heavy rainfalls the area has had recently. Staff is waiting to see the data.
- The installation of the new blowers by the contractor is complete and the new blowers are currently being placed into service by the manufacturer. The Service Agreement with Atlas Copco will need to be finalized.

Trustee Bernal asked with the completion of several projects approaching, how many loans does the District currently have. TSD Vogt responded there will be five total. Two of them are already in repayment and the remaining three should all finalize before the end of the year.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Trueblood reported on several items. Highlights include the following:

- Both the Village of West Dundee and MWRDGC paid out their portions of the IEPA Heat Exchanger and Ammonia Loans that FRWRD paid off earlier this year.
- Since the last Board meeting, three employees tested positive and were out sick with Covid-19. One of the employees was exposed to it by a coworker and therefore it was reported to OSHA as a worker's comp claim and the District will be reimbursed for the sick time taken. All three employees have since returned to work.
- ED Trueblood continued that HR Manager Venegas retired as of June 9th, and the new HR Manager David Butts starts today, June 21st.
- Staff continues to work with Fifth Third Bank to get the funds back from the stolen check that occurred last year.
- ED Trueblood also reminded Board members that the annual employee baseball game at the Kane County Cougars Stadium will take place on August 14th, it is a Saturday night and there will be fireworks after the game.

ATTORNEY'S REPORT

Attorney Schefflow provided copies of his May 31st invoice in the Board packet detailing services rendered for the month. Board Members had no questions or comments.

ADJOURN

As there was no additional business, Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to adjourn the June 21st, 2021 meeting at 10:22 A.M. President Bernal called for a vote. Ayes, Trustees Bernal, Hyman, Rauschenberger, McCormack. Nays, none

The next meeting is scheduled for 9:00 A.M. Monday, July 19th, 2021.

Respectfully Submitted

Kim Narvaiz, Assistant Clerk

APPROVED:

Benjamin Bernal, President

Gary Hyman, Clerk-Treasurer