

Minutes of the regular meeting of the Board of Trustees of the Fox River Water Reclamation District held on Wednesday, February 16, 2022 at the Administration Building at 1957 North LaFox, South Elgin, Illinois. Present in the office were President Benjamin Bernal, Vice President Bruce Corn, Trustee Hyman, Trustee Steve Rauschenberger, and Trustee Martin McCormack.

Staff present included Executive Director Bob Trueblood, Technical Services Director Beth Vogt, Assistant Clerk Kim Narvaiz and Attorney Mark Kimzey.

President Bernal called the meeting to order at 5:41 P.M.

APPROVAL OF THE JANUARY 12, 2022 BOARD OF TRUSTEES MINUTES

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve the minutes of the January 12, 2022 Board of Trustees as written.

There was no discussion; President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

APPROVAL OF THE JANUARY 12, 2022 EXECUTIVE SESSION BOARD OF TRUSTEES MINUTES

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to table the Executive Session minutes of the January 12, 2022 Board of Trustees.

There was no discussion; President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

PUBLIC COMMENT

None

APPROVAL OF CASH DISBURSEMENTS

Executive Director Trueblood read aloud the cash disbursement totals per fund. Disbursements are: Sewer Revenue Fund \$1,316,846.74, Capital Improvement Fund \$129,934.50, Depreciation & Replacement Fund \$59,486.32 and Corporate Fund \$925,114.34.

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to approve the Cash Disbursements as presented. There was no discussion; President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

TRAVEL REIMBURSEMENT

Executive Director Trueblood submitted travel reimbursement for the NACWA annual conference in the amount of \$569.94. Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve the travel reimbursement request. A Roll Call Vote was taken: Trustees Corn: Aye, Rauschenberger: Aye, Bernal: Aye, McCormack: Aye, Hyman: Aye.

TRAVEL REIMBURSEMENT

Trustee Rauschenberger submitted travel reimbursement for the NACWA annual conference in the amount of \$1,734.45. Trustee McCormack made a motion, seconded by Trustee Hyman, to approve the travel reimbursement request. A Roll Call Vote was taken: Trustees Corn: Aye, Rauschenberger: Aye, Bernal: Aye, McCormack: Aye, Hyman: Aye.

TRAVEL REIMBURSEMENT

Trustee McCormack submitted travel reimbursement for the NACWA annual conference in the amount of \$1,184.34. Trustee Rauschenberger made a motion, seconded by Trustee Bernal, to approve the travel reimbursement request. A Roll Call Vote was taken: Trustees Corn: Aye, Rauschenberger: Aye, Bernal: Aye, McCormack: Aye, Hyman: Aye.

REVIEW OF CONNECTION PERMITS

There were seven Commercial and sixteen Single Family permits issued in between meetings. Approximately \$1,350 was collected in connection fees and the others were all prepaid service fees. Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve the Connection Permits as issued.

There was no discussion; President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

REVIEW OF CONTRACTS AND PURCHASE ORDERS

Executive Director Trueblood reported that there were three purchase orders over \$10,000 issued between Board meetings. They are as follows:

- Metrohm USA, Inc. in the amount of \$10,590 for the annual Ion Chromatograph Service Contract.
- JWC Environmental Inc. in the amount of \$13,041 for a Muffin Monster grinder with Controller Assembly.
- IHC Construction Companies LLC in the amount of \$17,202 for the ADP WRF Watermain Repair at 303 Elgin Ave.

FOIA REQUESTS

Executive Director Trueblood reported that there was one FOIA between meetings regarding a sale of property located in South Elgin and was requesting a final bill. ED Trueblood continued that staff responded to the request appropriately and also explained that staff received these calls daily. This is not technically a FOIA item, but since it went through that request process, it was treated as one.

OLD BUSINESS

None

RECESS

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to recess the meeting and enter into Executive Session at 5:48 P.M. President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

RECONVENE

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to reconvene the Board of Trustees meeting at 6:08 P.M. President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

NEW BUSINESS

MOTION TO APPROVE RESOLUTION 513 INTENT TO SELL 901 RAYMOND STREET

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve Resolution 513 - Intent to sell 901 Raymond Street in Elgin.

There was no discussion; President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

MOTION TO APPROVE LIST AGREEMENT WITH VILLAGOMEZ BROTHERS FOR 901 RAYMOND STREET

Trustee McCormack made a motion, seconded by Trustee Hyman, to authorize Executive Director Trueblood to execute a Listing Agreement with Real Estate Broker Agent Mr. Rafael Villagomez of Remax United to prepare and list the property 901 Raymond Street in Elgin.

There was no discussion; President Bernal called for a Roll Call vote. Trustees Corn: Aye, Bernal: Aye, Rauschenberger: Aye, McCormack: Aye, Hyman: Aye. Executive Director Trueblood informed the public that was present that the information regarding the sale of the property will be published in the paper on February 20th.

MOTION TO APPROVE RESOLUTION 514 TO CANCEL NOTICE OF AWARD AND REJECT ALL BIDS FOR THE SLUDGE TRANSFER FORCEMAIN RIVER CROSSING PROJECT

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve Resolution 514 and rebid the project in summer 2022 depending on material market conditions at that point. Trustee Rauschenberger asked if the District could have enforced the bid or keep the bid bond. Executive Director Trueblood responded yes, however, the length of time it took to get the permits from the IEPA and the volatile materials market put the contractor in a difficult situation. .

There was no further discussion; President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

MOTION TO APPROVE SIX MONTH POLYMER CONTRACT WITH SNF POLYDYNE

Trustee Corn made a motion, seconded by Trustee Hyman, to authorize Executive Director Trueblood to sign a six-month contract with SNF Polydyne for the purchase of Clarifloc CE-2006 at \$1.39/lb.

There was no discussion; President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

MOTION TO APPROVE WASTE HAULING AND DISPOSAL CONTRACT WITH WASTE MANAGEMENT

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to authorize Executive Director Trueblood to enter a 1-year agreement with Waste Management of Illinois for waste hauling and disposal. Trustee Rauschenberger asked if Groot had an explanation for coming in so high on their bid. Technical Services Director Vogt responded that they may not have expected such a competitive bid from Waste Management and they have been the District's hauler for quite some time.

There was no further discussion; President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

MOTION TO APPROVE REISSUANCE OF PRETREATMENT DISCHARGE PERMITS FOR REGULATED USERS IN COMPLIANCE WITH THE NATIONAL PRETREATMENT PROGRAM REQUIREMENTS

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to approve reissuing the Individual Discharge Permits for the Industrial Users as prepared by staff.

There was no discussion; President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

MOTION TO APPROVE PURCHASE OF REPLACEMENT DIFFUSERS FOR WEST WRF FROM EVOQUA WATER TECHNOLOGIES FOR \$19,900

Trustee Hyman made a motion, seconded by Trustee Corn, to authorize Executive Director Trueblood to approve the sole source purchase order for the West WRF Replacement Diffusers with Evoqua Water Technologies for \$19,900. Technical Services Director Vogt commented that there were no quotes from other manufacturers as no other diffusers will fit into the existing holders.

There were no questions; President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

President Bernal called for a 10-minute break at 6:19 P.M. and called the meeting back to order at 6:30 P.M.

MOTION TO AWARD PRAIRIE PATH SEWER CLEANING AND TELEVISIONING PROJECT TO VISU-SEWER OF ILLINOIS, LLC FOR \$88,400

Trustee Corn made a motion, seconded by Trustee Hyman, to award the Prairie Path Sewer Cleaning and Televisioning Project to Visu-Sewer of Illinois, LLC for \$88,400 and authorize the Executive Director to execute the associated agreement with Visu-Sewer of Illinois, LLC. Trustee Corn asked how often the cleaning and televising needs to be done. Executive Director Trueblood commented usually every 5-10 years, but it all depends on the sewer. Skyline sewer lines were done more frequently. Trustee Corn asked if this is something staff could be doing ourselves. Technical Services Director Vogt commented that this sewer is a 24-30-inch diameter pipe, which requires equipment the District does not have. The contractor cleans and then televises the pipe providing staff with the video which identifies any issues for correction within the system. GPS locations of manholes and pipe inverts are also provided. Cleaning the sewers every five years is required as part of the District's IEPA mandated CMOM Plan

There was no discussion; President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

MOTION TO APPROVE NORTH WRF SCREENING DESIGN AGREEMENT WITH TROTTER ASSOCIATES, INC.

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to authorize Executive Director Trueblood to sign the North WRF Influent Screening Design Agreement with Trotter Associates, Inc.

There was no discussion; President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

MOTION TO APPROVE CHANGE ORDER NO. 3 TO IHC CONSTRUCTION COMPANIES LLC ON THE ADP WRF CLARIFIER DRIVE REHABILITATION PROJECT

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to approve Change Order No. 3 to IHC Construction Companies LLC. on the ADP WRF Clarifier Drive Rehabilitation Project.

There was no discussion; President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

DISCUSSION ONLY – BUDGET FISCAL YEAR 2023

Technical Services Director provided Board members with a draft of the Fiscal Year 2023 Tentative Budget. TSD Vogt discussed that there is an overall 5.7% decrease in the total budget from the current fiscal year. While there is a significant decrease in capital improvements as the large phosphorus projects are wrapping up, all those new assets are now being added to begin depreciation, so a significant increase in the amount to transfer to the Depreciation and Replacement fund will begin next year. Trustee Bernal asked how the insurance costs for this year relates to the last few increases. Executive Director Trueblood responded that staff was able to discuss and work with the Insurance agent this year to keep the increase to a minimum as some employees move off the Blue Cross Blue Shield Policy. Staff has planned for a 4% increase in insurance cost, but that renewal isn't until June. Trustee Rauschenberger asked if account code 74190 is the budgeted item for the Village or South Elgin and the City of Elgin processing of sewer treatment payments. Executive Director Trueblood responded yes.

Executive Director Trueblood commented that if Board members have additional comments or questions regarding the budget to contact himself or Technical Service Director Vogt before the next Board meeting. Staff will have approval of the Fiscal Year 2023 Tentative Budget as an action item for the next Board meeting on March 16th . Once that is approved, it will be available for public review for 30 days and then the Board will be requested to approve the final budget in April.

TECHNICAL SERVICES REPORT

Technical Services Director Vogt gave an update on the Infrastructure Bill regarding loan forgiveness and the criteria for qualification.

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:

- Staff has advertised for bids to install the replacement diffusers at the West WRF.
- Strand is working on the design of the improvements for the ADP and North HVAC Improvements. Strand is currently working on compiling design concepts for each building and gathering facility record information from staff.
- Staff is working with manufacturers to develop bid documents for the rehabilitation of the Belt Filter Presses at the dewatering building at the ADP WRF. This work will include the replacement of several major components and the rehabilitation of existing equipment to extend the operational life of the current equipment.

EXECUTIVE DIRECTOR'S REPORT

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

- FRWRD continues to have a mask mandate in place to help stop the spread of Covid-19, but is planning to ease the mandate as of February 28th.
- The December 2021 Financial Statements were presented for review.
- ED Trueblood thanked all those involved in the ADP WRF Potable Water Main break that took place while he and TSD Vogt were in Scottsdale Arizona for the NACWA Winter Conference.

RECESS

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to recess the meeting and enter into Executive Session at 7:15 P.M. President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

RECONVENE

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to reconvene the Board of Trustees meeting at 7:44 P.M. President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

ADJOURN

As there was no additional business, Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to adjourn the February 16, 2022 meeting at 7:44 P.M. The next meeting is scheduled for 5:30 P.M. Wednesday, March 16, 2022. President Bernal called for a vote; Ayes, Trustees Bernal, Corn, Hyman, Rauschenberger, McCormack.

Respectfully Submitted

Kim Narvaiz, Assistant Clerk

APPROVED:

Benjamin Bernal, President

Gary Hyman, Clerk-Treasurer