

Minutes of the regular meeting of the Board of Trustees of the Fox River Water Reclamation District held on Wednesday, February 8, 2023 at the Administration Building at 1957 North LaFox, South Elgin, Illinois. Present were President Benjamin Bernal, Vice President Martin McCormack, Clerk/Treasurer Gary Hyman, Trustee Steve Rauschenberger, and Trustee Beth Penesis.

Staff present included Executive Director Eric Johnson, Senior Project Engineer James Kerrigan, Assistant Clerk Kim Narvaiz and Attorney Michael Airdo.

President Bernal called the meeting to order at 5:40 P.M.

APPROVAL OF BOTH THE JANUARY 18, 2023 BOARD OF TRUSTEES MINUTES AND DECEMBER 14, 2022 EXECUTIVE SESSION MINUTES OF THE BOARD OF TRUSTEES

Trustee Hyman made the motion, seconded by Trustee Penesis, to approve the minutes of the January 18, 2023 Board of Trustees meeting minutes and the December 14, 2022 Board of Trustees Executive Session Minutes as written. There was no discussion; President Bernal called for a vote; Ayes, Trustees Bernal, McCormack, Hyman, Rauschenberger, Penesis. Nays, none.

PUBLIC COMMENT

Pam Blair, resident of South Elgin, commented that she understands the Board members are appointed by the State Senators she was wondering when do the terms renew. President Bernal responded that Trustees are appointed for a 3-year term and its rotating so not everyone renews the same year. Trustee Rauschenberger commented that the term begins with the Districts Fiscal year of May 1. President Bernal commented that they could provide her with a copy of each Board members current term if she would like. Ms. Blair indicated she would like a copy of that. There were no other comments from the public.

APPROVAL OF CASH DISBURSEMENTS

Executive Director Johnson read aloud the cash disbursement totals per fund. Disbursements are Sewer Revenue Fund \$1,376,727.11, Capital Improvement Fund \$42,813.32, and Depreciation & Replacement Fund \$202,246.13 and Corporate Fund \$1,012,037.95.

Trustee McCormack made a motion, seconded by Trustee Hyman, to approve the cash disbursements as presented. There was no further discussion; President Bernal called for a Roll Call vote. Assistant Clerk Narvaiz called Roll: Trustees McCormack: Aye, Hyman: Aye, Rauschenberger: Aye, Penesis: Aye, Bernal: Aye.

REVIEW OF CONNECTION PERMITS

There were six Commercial, one Industrial, nine Single Family, and twenty-six Multi-Family permits issued in between meetings. Approximately \$12,000 was collected in service fees. Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to approve the Connection Permits as issued.

There was no discussion. President Bernal called for a vote; Ayes, Trustees Bernal, McCormack, Hyman, Rauschenberger, Penesis. Nays, none.

REVIEW OF CONTRACTS AND PURCHASE ORDERS

Executive Director Johnson reported that there were six purchase orders over \$10,000 issued between Board meetings as follows:

- Polydyne, Inc. in the amount of \$18,400 for an order of Polymer.
- Three separate purchase orders all to Morrow Brothers Ford for the purchase of new vehicles. The first in the amount of \$39,815 for a 2023 Ford 150, and two more each for \$59,005 for two Ford F250.
- Lakeside Equipment Corp in the amount of \$39,876 for the ADP clarifier skirt repairs.
- LAI LTD in the amount of \$17,847.43 for the ADP Pump 1 rebuild.

No purchase orders require approval at this time.

FOIA REQUESTS

There was one FOIA between meetings from Rush Whitacre looking for the gross income and net income for the full fiscal year previous to the sale of the Skyline water/sewer facility. Staff provided the available information.

OLD BUSINESS

None

NEW BUSINESS

DISCUSSION ONLY – PRESENTATION BY PORTE BROWN ON ACCOUNTING

Pauline Staab from PorteBrown presented the Board and staff with a financial overview through 2022. Topics included a breakdown of user charge billings, operating expenses, investments and capital assets. There was lengthy discussions on depreciation and how the Board wants to move forward with funding depreciation as this as become a significant expense in the budget.

DISCUSSION ONLY – PARENTAL LEAVE POLICY

Executive Director Johnson reported that, based on the Board members request at the last meeting, staff has done some research on what other agencies have in regards to a parental leave policy. Currently, out of 26 agencies asked only 2 of them have a separate policy other than FMLA. If the Board would like to move forward with implementing a policy, they can but we would need to create something new. Trustee Penesis commented that the District could be a leader on this topic and would like to see something created to encourage women to stay in the workforce. Trustee Rauschenberger indicated he would like to see some sort of gap policy in place for the first 30 days before short term disability kicks in. President Bernal would like to see a Trustee work directly with staff on this policy. Trustee Hyman said he would be happy to serve in the roll.

MOTION TO APPROVE ADP WRF LIQUID PHOSPHORUS REMOVAL IMPROVEMENTS PROJECT AMENDMENT NO. 5 WITH BLACK & VEATCH FOR \$0

Trustee Rauschenberger made a motion, seconded by Trustee Hyman, to authorize Executive Director Johnson to sign the ADP WRF Liquid Phosphorus Removal Improvements Project Amendment No. 5 with Black & Veatch.

There was no discussion; President Bernal called for a vote; Ayes, Trustees Bernal, McCormack, Hyman, Rauschenberger, Penesis. Nays, none.

MOTION TO APPROVE RESOLUTION 517 REGARDING AUTHORIZED SIGNATURES FOR CERTAIN ACCOUNTS

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve resolution 517.

There was no discussion; President Bernal called for a vote; Ayes, Trustees Bernal, McCormack, Hyman, Rauschenberger, Penesis. Nays, none.

MOTION TO APPROVE AUDITING AGREEMENT WITH BAKER TILLY US, LLP FOR THE FISCAL YEAR ENDING 2023

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve the auditing agreement with Baker Tilly US LLP for the fiscal year ending in 2023. Trustee Rauschenberger questioned if the District needs to perform a single audit for fiscal year 2023. ED Johnson responded no, since the federal funds received were under the threshold of \$750,000.

There was no further discussion; President Bernal called for a vote; Ayes, Trustees Bernal, McCormack, Hyman, Rauschenberger, Penesis. Nays, none.

MOTION TO APPROVE REISSUANCE OF PRETREATMENT DISCHARGE PERMIT FOR WASTE MANAGEMENT IN COMPLIANCE WITH PRETREATMENT PROGRAM REQUIREMENTS

Trustee Penesis made a motion, seconded by Trustee Hyman, to approve reissuing the Individual Discharge Permit for the User as prepared by staff. Trustee Rauschenberger asked if this was related to leachate. SPE Kerrigan responded yes, to permit them to discharge to us.

There was no further discussion; President Bernal called for a vote; Ayes, Trustees Bernal, McCormack, Hyman, Rauschenberger, Penesis. Nays, none.

MOTION TO APPROVE MEMBERSHIP IN THE MIDWEST BIOSOLIDS ASSOCIATION

Trustee McCormack made a motion, seconded by Trustee Rauschenberger, to approve FRWRD membership in the Midwest Biosolids Association.

There was no discussion; President Bernal called for a vote; Ayes, Trustees Bernal, McCormack, Hyman, Rauschenberger, Penesis. Nays, none.

TECHNICAL SERVICES REPORT

Senior Project Engineer Kerrigan reported on behalf of TSD Vogt that the Spring legislative session has kicked off. Provided is the first report of draft legislation to the IAWA Legislative Subcommittee. President Bernal commented that it would be nice for the IAWA conferences to occur when committees are in session.

STAFF REPORT OF ONGOING STUDY, DESIGN AND CONSTRUCTION PROJECTS

Senior Project Engineer Kerrigan provided a written update on all projects. Highlights include the following:

- Trotter and Associates met with staff to review the project design for the North WRD Influent Screening project, address staff comments, and finalize the project bid documents.
- The contractor for the Belt Filter Press Rehab project has indicated that the equipment is being fabricated and is scheduled to ship to the site in early March. Once the equipment is on site, the work on the first of the Belt Filter Press equipment will take place.
- The major interior pump station piping work for Pump Station 38 will take place in the upcoming weeks and a shutdown plan to minimize operational interruptions of the pump station during the construction work has been developed.
- Lastly, CDM-Smith and staff held a meeting to review the risk assessment and alternatives analysis for the electrical system upgrades. Based on the discussions at the meeting, the consultant is now developing the various alternatives for future upgrades to best meet the electrical needs of the facilities.

EXECUTIVE DIRECTOR JOHNSON'S REPORT

Executive Director Johnson provided a written report to the Board of Trustees including Highlights include the following:

- ED Johnson is exploring solar options to decrease energy usage. So far staff has met with representative from Siemens and reviewed potential locations.
- Due to changes in IRS laws, if the Board moves forward and approves the Employee Health Out of Pocket reimbursement for the calendar year 2022, it will be a taxable benefit. Additionally, the board should explore alternative options to this program.
- Lastly, it was brought to staff's attention that the City of Elgin is considering using a chemical that contains phosphorus in their water in an effort to coat the lead pipes and prevent lead from seeping into the water. This is after the District just completed a \$70+ million phosphorus removal project to meet federal phosphorus regulations. If the City moves forward with this idea, it would cost the District upwards of \$120 million dollars. Trustee Bernal commented that he doesn't like the poor level of communication between the District and the City of Elgin.

BOARD PRESIDENT'S REPORT

President Bernal commented that he had recently spoken with City of Elgin Mayor Kaptain regarding the City of Elgin dam and potential removal of it. There are a lot of surrounding areas along the Fox River that are also considering removing them. There was some discussion on which dams are owned by DNR versus the town it is located in.

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ADJOURN

As there was no additional business, Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to adjourn the February 8, 2023 meeting at 7:02 P.M. The next regular meeting is scheduled for 5:30 P.M. Wednesday, March 8, 2023. President Bernal called for a vote; Ayes, Trustees Bernal, McCormack, Hyman, Rauschenberger, Penesis. Nays, none.

Respectfully Submitted

Kim Narvaiz, Assistant Clerk

APPROVED:

President

Clerk/Treasurer