

Minutes of the regular meeting of the Board of Trustees of the Fox River Water Reclamation District held on Wednesday, June 14, 2023, at the Administration Building at 1957 North LaFox, South Elgin, Illinois. Present were President Benjamin Bernal, Vice President Martin McCormack, Trustee Steve Rauschenberger, and Trustee Beth Penesis.

Staff present included Executive Director Eric Johnson, Technical Services Director Beth Vogt, Assistant Clerk Amy Ortiz, and Attorney Mark Kimzey.

President Bernal called the meeting to order at 5:34 P.M.

EXECUTIVE SESSION

Motion made by Trustee Penesis, seconded by Trustee Rauschenberger, to adjourn to Executive Session pursuant to Section 2(c)(1) of the Open Meetings Act, 5 ILCS 120/1 et seq., to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Fox River Water Reclamation District. President Bernal called for a vote; Ayes, Trustees Bernal, McCormack, Rauschenberger, Penesis. Nays, none. Motion carried. President Bernal adjourned the Executive Session meeting at 5:35 PM

RECONVENE

President Bernal announced the Executive Session had concluded and called the Board of Trustees back to order at 8:17 P.M. Present during the Executive Session were President Bernal, Vice President McCormack, Trustee Rauschenberger, and Trustee Penesis. Also present were Attorney Airdo, Attorney Jansen, Executive Director Johnson, and Assistant Clerk Ortiz.

Due to the length of the Executive Session Trustee Rauschenberger had to leave for a prior commitment.

APPROVAL OF THE MAY 17, 2023, BOARD OF TRUSTEES MINUTES

Trustee Penesis made the motion, seconded by Trustee McCormack to approve the minutes of the May 17, 2023, Board of Trustees minutes as written.

President Bernal made a request to change the word sustain to abstain in the minutes. Assistant Clerk acknowledged the request, and the changes will be made.

There was no further discussion; President Bernal called for Trustees to vote:
McCormack: Aye, Penesis: 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 \$1,313,429.84 for the Capital Improvement Fund is \$94,340.24 and for the Depreciation & Replacement Fund is \$184,557.54

Trustee Penesis made a motion, seconded by Trustee McCormick, to approve the Cash Disbursements as presented.

President Bernal inquired about the bill was from a company called Buceye. Technical Services Director Vogt explained that Buceye provided service to all the District's generators. President Bernal inquired if the District should consider using just one approved mechanic shop in the District in a way to receive a discount for the amount of service received. Technical Services Director Vogt commented that would be difficult since not all mechanic shops offer the same type of work.

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

REVIEW OF CONNECTION PERMITS

The permits issued in between Board Meetings consisted of two commercial, five single family, ten multi-family, one public, two industrial. Approximately \$58,467.16 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, Bernal: Aye.

REVIEW OF CONTRACTS AND PURCHASE ORDERS

Executive Director Johnson provided a report on the six purchase orders that were issued in between the Board Meetings that were over \$10,000. The purchase orders include:

- Wilson Industrial Sales Co in the amount of \$15,750 for May BioCarb Bulk Delivery
- Polydyne, Inc in the amount of \$ 18,400 for Polymer
- Wilson Industrial Sales Co in the amount of \$15,750 for June BioCarb Bulk Delivery
- Enhanced Networks in the amount of \$72,000 for Information Technology Support
- Johnson Controls Inc in the amount of \$11,082 for JCI Support
- Trotter and Associates Inc. in the amount of \$ 67,700 for Structural Repairs

FOIA REQUESTS

One request has been received in-between board meetings. Erin Mitchell requesting residential closing information for a residence located in South Elgin. No Board action required at this time. This is for information purposes only.

NEW BUSINESS

MOTION TO APPROVE PURCHASE ORDER TO LAI, LTD. FOR \$53,516.77 FOR PURIFY DRIVE PUMP STATION PUMP NO. 1 REBUILD

Trustee Penesis made a motion, seconded by Trustee McCormack, to approve LAI purchase order for \$53,516.77 purify drive pump station pump No. 1 rebuild. Technical Services Director Vogt noted that this purchase was a sole source purchase from LAI.

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

MOTION TO APPROVE CHANGE PROPOSAL REQUEST 001 AND 002 TO INDEPENDENT MECHANICAL ON THE ADP AND NORTH WRF HVAC IMPROVEMENTS PROJECT

Trustee Penesis made a motion, seconded by Trustee McCormack, to approve change proposal request 001 and 002 to Independent Mechanical for the HVAC Improvement Project.

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

MOTION TO APPROVE RESOLUTION 519 AUTHORIZING DISPOSAL OF ITEMS OF PERSONAL PROPERTY OWNED BY FRWRD

Trustee McCormack made a motion, seconded by Trustee Penesis, to approve Resolution 519 authorizing disposal of items of personal property owned by FRWRD.

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

MOTION TO APPROVE AN AGREEMENT WITH ABEL SOLUTIONS, LLC FOR TRAVERSE SOFTWARE SUPPORT

Trustee McCormack made a motion, seconded by Trustee Penesis, to approve agreement with Able Solutions, LLC for Traverse Software Support.

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

MOTION TO APPROVE BLACK & VEATCH AGREEMENT ON IMPACTS OF THE CITY OF ELGIN ORTHOPHOSPHATE ADDITION FOR CORROSION CONTROL

Trustee Penesis made a motion, seconded by Trustee McCormack, to approve Black & Veatch Agreement on Impacts of the City of Elgin Orthophosphate addition for corrosion Control.

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

MOTION TO APPROVE AGREEMENT WITH BARNES & THORNBURG, LLP REGARDING PHOSPHORUS ADDITION TO ELGIN WATER SUPPLY

Trustee McCormack made a motion, seconded by Trustee Penesis, to approve agreement with Barnes & Thornburg, LLP regarding phosphorus addition to Elgin Water Supply.

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

TECHNICAL SERVICES REPORT

None

STAFF REPORT OF ONGOING STUDY, DESIGN AND CONSTRUCTION PROJECTS

Technical Services Director Vogt provided a written update on all projects. Highlights include the following:

- ADP WRF Phosphorus Removal Liquid Facilities this project is complete, and staff are operating the facility to optimize the treatment process with assistance from the design engineer. The ADP WRF is receiving sludge from the North WRF via the sludge force main. The impacts of this change on phosphorus processes are currently being identified. Once the process is operating satisfactorily with the sludge from Nort WRF, staff will begin sending sludge from West WRF to the gravity thickeners.
- CSO Structure Rehabilitation Design No bids were received at the last bid opening. The consultant is reaching out to potential bidders to determine if the bidding climate is such that competitive bids would be received in upcoming months.
- ADP and North WRF HVAC Improvements this project is underway; the contractor has started to deliver materials to the site and install condensing and air conditioning units at the ADP Admin Building. Pouring of concrete pads and extension of natural gas lines for air handling units are scheduled for later this month. CPR-001 is presented for approval at the meeting to relocate the tunnel air handling unit to the outside for a credit and add new doors on the tunnel.

- ADP WRF Belt Filter Press Rehabilitation Project the work on the first press has commenced. Based on initial review of the condition of the equipment the unit requires additional components that were not in the original scope. The condition of these components could not be determined until the unit was disassembled.
- North WRF Influent Screening Project this project has been awarded and the notice to proceed has been issued. Utility locating and excavation planning has begun.
- Pump Station 38 Rehabilitation Project the contractor has completed pipping and valve replacements, installation of the flood barriers, and landscaping. The remaining electrical portion of the project, that will require facility shutdown and temporary pumping is being coordinated with staff, will be completed later this summer.
- Electrical Distribution System Upgrades CDM-Smith and staff held a meeting to review the alternatives for future upgrades to best meet the electrical needs of the North WRF, and PS 32 and 37. Staff have provided comments to the consultant for inclusion in the final report. A meeting to review the alternatives for the final recommendations and cost estimates is currently being scheduled. Project completion is expected by the end of the July.
- PS 41 Generator Installation Project was bid on May 11, 2023. No bids were received. Staff will need to break this project into components, particularly to get the pad installed so that Nicor work can proceed. An agreement for the work with Nicor is being forwarded to FRWRD for signature. Staff will bring that agreement to the next board meeting for approval so the project can proceed.
- Nort and West WRF Structural Repairs project a sperate Board Action Request was presented and approved at the last Boar Meeting for the design of structural repairs at the North WRF Chlorine Contact Tanks and Secondary Clarifiers and the West WRF Storage Tanks, Plant Water Pump Station, and Admin & Lab building.
- Demolition of 265 Lessenden Place this property is considered “shotgun” style sing-family house and detached garage. It was purchased y FRWRD for potential future underground CSO storage. The house and garage are showing signs of extreme structural and aesthetic decays. Staff want to demolish the building. The renter of the property has moved out. The property is in Elgin Watch Historical District. FRWRD is working to get proper documentation and approval for demolition for the Elgin Historic Commission. A certificate of Appropriateness Application has been submitted to the Elgin Historic Preservation Planner to begin the process. If approved, staff will submit a demolition drawing to the city of Elgin. Demolition including the removal of water and sewer service from the property is likely to cost approximately \$40,000-\$50,000.

EXECUTIVE DIRECTOR JOHNSON'S REPORT

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

100th Anniversary (Observed) Open House: Reminder the opened house is on Thursday June 15th from 6:00 PM-8:00 PM. Recognize the food and beverage sponsor of the event: Airdo Werwas, Black & Veatch, KTC Credit, Trotter and Associates, Strand Associates, HR Green, and CDM Smith.

Lessenden Property tenant at 265 Lessenden Place has moved out of the property. All utilities have been transferred back into the District's name and we are working on securing the property. Staff assessment of the property is that the house should be demolished. Staff has begun the process to receive a demolition permit to remove the structure on the property. As the property is in one of Elgin's historic districts the process will have to undergo additional review.

Chemist Interns: Lab Manager Youssef and Executive Director Johnson are working on recruiting summer interns to work in the lab this Summer. This will be a chance for undergraduate students working towards a degree in Chemistry to get practical real-world experience in a laboratory. If the program is successful, we will consider have an internship position available each semester.

Decennial Committee on Efficiency met for the first time on Friday, June 2nd to review the statutory duties of the committee and select the future meeting dates and topics. All meetings will take place at 1957 N. La Fox Street, South Elgin, IL 60177 unless otherwise noted.

The meetings scheduled are as follows:

- District Overview and Review of Governing Statutes
Friday June 30 at 2:00 P.M.-ADP Administration Building
- Review of District Ordinances, Rules, and Procedures
Friday, August 4th at 2:00 P.M.
- Review of Intergovernmental Agreements
Friday, August 25th at 2:00 P.M.
- Review of Final Report and Recommendations
Friday, October 6th at 2:00 P.M.

Pingree Grove Update District staff met with the Village President and Board of Trustees to discuss the possibility of them connecting to FRWRD versus expanding their existing treatment plant. Our initial assessment with the cost to connect our plants would be an approximately \$33 million versus their received bids of \$67 million. Unfortunately, due to the timing of where they were in the process and the potential loss of IEPA small community loan forgiveness program (up to \$5 million) they have decided not to explore the opportunity further.

June 14th 2023

Metro West Council of Governments Executive Director Johnson plans on signing up the District to be an associate member of the Metro West. The Metro West Council of Government is a council of municipalities serving a population of more than 750,000 in Kane, DeKalb and Kendall Counties of Illinois. The non-profit organization was founded in November 2004 and is supported by members dues.

The organization serves its members and regions by:

- Promoting excellence in local government
- Evaluating the impact of pending state and federal legislation on municipalities
- Articulating municipal concerns and advocating municipal positions on local, regional, state, and national issues.
- Fostering intergovernmental communication and cooperation
- Providing research, technical assistance, training, and leadership development opportunities to members
- Addressing growth, transportation, and water conservation issues affecting the region
- Serving as a strong advocate for municipalities

ADJOURN

As there was no additional business, Trustee McCormack made a motion, seconded by Trustee Penesis, to adjourn the June 14, 2023, meeting at 8:35 PM. The next regular meeting is scheduled for 5:30 P.M. Wednesday, July 19, 2023. President Bernal called for a Roll Call vote. Assistant Clerk Ortiz called Roll: Trustees McCormack: Aye, Penesis: Aye, Bernal: Aye.

Respectfully Submitted,

Amy Ortiz, Assistant Clerk

APPROVED:

Benjamin Bernal, President

Elizabeth Penesis, Clerk/Treasurer