

July 19th, 2023

Minutes of the regular meeting of the Board of Trustees of the Fox River Water Reclamation District held on Wednesday, July 19, 2023, at the Administration Building at 1957 North LaFox, South Elgin, Illinois. Present were President Benjamin Bernal, Vice President Martin McCormack, Clerk/Treasure Beth Penesis, Trustee Steve Rauschenberger, and Trustee Marvin Kramer

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 5:50 P.M.

APPROVAL OF THE JUNE 14, 2023 BOARD OF TRUSTEES MINUTES

Trustee Rauschenberger made the motion, seconded by Trustee Penesis to approve the minutes of the June 14, 2023 Board of Trustees Minutes as written.

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

APPROVAL OF EXECUTIVE SESSIONS AND SPECIAL BOARD MEETING MINUTES

Trustee Penesis made the motion, seconded by Trustee Rauschenberger to approve the Executive Session and Special Board Meeting Minutes. After discussion the board decided to table the Minutes till after a break for the trustees to review the documents.

PUBLIC COMMENT

Jan Trueblood, wife of Retired Executive Director Robert Trueblood, addressed the board regarding various interactions with District's staff that occurred during the FRWRD 100th Anniversary Party.

APPROVAL OF CASH DISBURSEMENTS

Executive Director Johnson read aloud the cash disbursement totals per fund. Disbursements for the Sewer Revenue Fund are \$1,702,456.68 for the Capital Improvement Fund is \$8,981.80 and for the Depreciation & Replacement Fund is \$553,179.35.

Trustee Rauschenberger made a motion, seconded by Trustee Penesis, 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

The permits issued in between Board Meetings consisted of seven commercial, thirty single family, eight multi-family, and one industrial. Approximately \$5,300 was collected in 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 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 two purchase orders that were issued in between the Board Meetings that were over \$10,000. The purchase orders include:

- Polydyne, Inc in the amount of \$ 18,400 for Polymer for the month of June.
- Polydyne, Inc in the amount of \$ 18,400 for Polymer for the month of July.

FOIA REQUESTS

One FOIA request has been received in-between board meetings. Regarding Disha Patel requesting chemical bid information which is used for water treatment. Staff provided the requestor with copies of April 2023 Chemical Bid Documents. No Board action required at this time. This is for informational use only.

NEW BUSINESS

MOTION TO APPROVE CONTRACT TIME EXTENSION ON THE ADP WRF BUILDING 45 BFP REHABILITATION PROJECT WITH HAYES MECHANICAL

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to amend the contract to include a time extension on the ADP WRF building 45 BFP rehabilitation project with Hayes Mechanical.

Technical Services Director Vogt explained that the contract with Hayes Mechanical will expire at the end of the month. During the last BOT meeting a change order to replace the Belt Filter Press was approved. The lead time for delivery was twelve weeks. Because of this the contractor has submitted a request to extend the completion time by seventy days to allow for the work to be completed after the delivery of the frames. Trustee Rauschenberger posed a question what the new date of completion will be. Vogt explained that the substantial completion date would be October 13th.

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 CONTRACT MODIFICATION REQUEST 001 TO MANUSOS GENERAL CONTRACTING ON THE NORTH WRF INFLUENT BAR SCREEN PROJECT ON A TIME AND MATERIAL BASIS AT A NOT TO EXCEED LIMIT OF \$99,738 AND 90-DAY CONTRACT EXTENSION FOR SEWER RELOCATION

Trustee Rauschenberger made a motion, seconded by Trustee McCormack, to approve contract modification request 001 to Manusos general contracting on the north WRF influent bar screen project on a time and material basis.

Technical Services Director Vogt provided an overview of the request. As Manusos General Contracting was preparing to begin excavation for the North WRF Influent screen facility they discovered the manhole south of the new facility is very close to the sheeting line. The manhole is made from brick and was constructed in 1962. The manhole would need to be relocated to finish the project. The board requested if staff knew about the manhole. Vogt responded staff did not know that where the sheeting line for the excavation would be. No other work on the screen facility can begin until the sewer is relocated. The board discussed if this would be the most cost-effective method. Vogt provided that Trotter Associates, Manusos, and FRWRD Staff worked through several options and have developed the best plan that would minimize cost by not exceeding over \$99,738 and a 90 day contract extension.

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

BREAK

The Board of Trustees took a small 10-minute recesses at 6:35 P.M. The meeting was called back to order by President Bernal at 6:47 P.M

APPROVAL OF EXECUTIVE SESSIONS AND SPECIAL BOARD MEETING MINUTES

Trustee Rauschenberger and Trustee McCormack made a motion to approve the June 14th Executive Session Minutes, the July 5th Special Meeting Minutes, and the July 5th Executive Session Minutes as written.

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

TECHNICAL SERVICES REPORT

Technical Services Director Vogt provided a written report. Highlights include the following:

- Technical Services Director Vogt had a virtual meeting with the City of Elgin Staff Public Works Director Mike Pubentz and Water Department Manager Nora Bertram on July 7th

to discuss the results of the dosage test study to USEPA and IEPA, which indicates a lower 3mg/L dosage of orthophosphate will work. This is good news because it means the dosage of phosphorus will be closer to 1mg/L. This could reduce the new facilities that needed to be added at FRWRD.

- Progressive Business Solutions issued a request for qualifications on behalf of FRWRD for solar projects at the ADP WRF, North WRF, West WRF, and Pump Station 31. The qualifications statements are due on July 27th. Progressive will then review the packages and discuss them with FRWRD staff.

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. and waste activated sludge from the west WRF via the sludge force main sludge to the gravity thickeners. Phosphorus removal has improved again, and addition of glycerin has been ended.
- 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 install furnaces, air conditioning units, and boiler at the ADP Admin Building. Concrete pads have been installed for air handling units at the ADP Trunnel and Blower buildings. Underground utilities work, including electrical conduit installation and natural gas line extension is planned for later this month.
- 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. Additional replacement parts are scheduled for July 21, 2023, with assembly work to resume July 24, 2023.
- North WRF Influent Screening Project work has started. The utility locating an excavation has begun. For construction of the new screening channel at the Raw Sewage Pump Station one existing manhole is too close to the area needed for excavation. This has resulted in the need to relocate the sewer.
- 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 early August.
- 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.
- 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 is proceeding. Structural engineers from TAI inspected the sites for development of design documents. Fifty percent of the design documents have been submitted for review from staff.
- Demolition of 265 Lessened Place this house and garage are showing signs of extreme structural and aesthetic decays. Staff want to demolish the building to avoid liability. The renter of the property has moved out. The property is in Elgin Watch Historical District. FRWRD has received approval for demolition for the Elgin Historic Commission. Staff will hire asbestos testing services to determine the amount, if any, of asbestos is in the house and garage. Upon asbestos removal, staff will submit demolition drawing's to the city of Elgin to obtain a demolition permit and then bid the project out for completion. Demolition including the removal of water and sewer service from the property is likely to cost approximately \$40,000-\$50,000.

July 19th, 2023

EXECUTIVE DIRECTOR JOHNSON'S REPORT

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

- 100th Anniversary Open House was a success. We were expecting around 75-100 people and over 120 people ended up attending.
- On June 27th Eric attend the meeting of the Elgin Design Review Subcommittee seeking permission to demolish the home on the district's Lessened Property. This is a requirement because the property is located within one of Elgin's historic preservation districts. After reviewing our proposal, the committee voted unanimously to allow us to move forward with the demolition.
- The Decennial Committee on Efficiency had a meeting to review the statues which govern the District on June 30th. Members were also able to tour the ADP facility and get a general overview of the plant processes.

ADJOURN

As there was no additional business, Trustee Rauschenberger made a motion, seconded by Trustee Penesis, to adjourn the July19, 2023, meeting at 7:05 PM. The next regular meeting is scheduled for 5:30 P.M. Wednesday, August 16, 2023. President Bernal called for a Roll Call vote. Assistant Clerk Ortiz called Roll: Trustees: McCormack: Aye, Penesis: Aye, Rauschenberger: Aye, Kramer: Aye, Bernal: Aye.

Respectfully Submitted,

Amy Ortiz, Assistant Clerk

APPROVED:

Benjamin Bernal, President

Elizabeth Penesis, Clerk/Treasurer