



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF FOX METRO WATER RECLAMATION DISTRICT
HELD WEDNESDAY NOVEMBER 15, 2017**

The Board of Trustees met in a regular monthly meeting at 9:30 A.M. in the offices of the District at the Water Pollution Control Plant on Wednesday, November 15, 2017. Present were, Trustee Judith S. Sotir, Trustee Michael C. Funkey, Trustee Albert E. Heriaud , and Trustee David Krahn. Also present were Attorney Gregg Ingemunson, Manager Thomas F. Muth, District Engineer Philippe Moreau, John Frerich from Walter E. Deuchler & Associates, Controller Jimmie Delgado, Human Resources Coordinator Patrick Divine, Maintenance Supervisor Chris Morphey, Plant Manager Matt Woodin, and Norma Rodriguez.

10144 The bills were presented and read. It was moved by Trustee Funkey that the bills be allowed as read, ratify and approve the checks drawn during the month of October, 2017 in the amount of \$5,985,839.61. Motion was seconded by Trustee Heriaud, put to vote and unanimously carried that the bills be paid as presented.

10145 It was moved by Trustee Funkey seconded by Trustee Heriaud, put to vote and unanimously carried that the Treasurer's Report for October 31, 2017 be approved as submitted.


10146 It was moved by Trustee Funkey, seconded by Trustee Heriaud, put to vote and unanimously carried that the minutes of the October 18, 2017 Regular Board Meeting be approved as written. Each of the Trustees having received and read copies of said minutes before the meeting.

In Public Comments, Trustee Sotir congratulated the Fox Metro employees who celebrated Birthday's in November. She also acknowledged Maintenance Supervisor, Chris Morphey on his 20th anniversary with the District and thanked him for his years of service.

10147 With no other Public Comments, it was moved by Trustee Funkey, seconded by Trustee Heriaud, put to vote and unanimously carried that the Regular Board Meeting be temporarily adjourned for the Committee of Local improvements.

The Regular Board Meeting adjourned at 9:35 A.M.

In the Committee of Local Improvements Manager Muth and Philippe Moreau gave a presentation updating the Original combined sewer interceptor and South



Plant Construction project. The presentation detailed the necessity for CIPP project on the original combined sewer interceptor.

Manager Muth began the presentation with some archived pictures from the late 1920's and 1930's which illustrated the construction of the original combined sewer interceptor.

Mr. Moreau stated that at Deuchler's they have kept old photographs that were generated since the beginning of the company, which is approximately 100 years ago. The archived pictures presented included images from the main interceptor which began in North Aurora through Aurora, Montgomery and lead to Fox Metro's plant. The pictures showed how the interceptor was built and how shallow it was. Mr. Moreau continued to explain each photograph which illustrated the process the interceptor was built and the materials that were used to complete it. He stated some of the building methods that were used in the late 1920's are similar to the ones used today.

Mr. Moreau said Deuchler's has many archived photographs of the waste treatment plant actually being constructed and he will present those at a later meeting.

Trustee Sotir suggested when the new O&M building is complete, it would be a good idea to display some of the archived photographs to illustrate the history of the District.

Manager Muth continued with the presentation which updated the progress of the new South Waste Water Treatment Plant which is currently under construction and completion is scheduled for March, 2019.

The presentation included aerial views of the construction progress that occurred in the month of November. Manager Muth reviewed all of the progress photographs with the Board and explained each one in detail. Manager Muth said he is very pleased with the progress of construction and the District is fortunate to have a dedicated contractor.

With no other matters to come before the Committee of Local Improvements, it was moved by Trustee Funkey, seconded by Trustee Heriaud, put to vote and unanimously carried that the Regular Board Meeting reconvene.

The Regular Board Meeting reconvened at 9:52 A.M.

Attorney Ingemunson addressed the Board with the Attorney's Report. Attorney Ingemunson presented to the Board for approval, Resolution No. 955 Annexation of 32W130 Molitor Rd., Aurora, IL.

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It was moved by Trustee Funkey, seconded by Trustee Heriaud, put to vote and unanimously carried that Resolution No. 955 authorizing Ordinance No. 868, Annexation of 32W130 Molitor Rd., Aurora, IL, be approved as written.

PASSED by the Board of Trustees of Fox Metro Water Reclamation District this 15th Day of November, 2017, by a roll call vote of 5 to 0.

Attorney Gregg Ingemunson presented to the Board for their approval of Resolution No. 956, Adopting and Enacting a New Code Book for Fox Metro Water Reclamation District.

Trustee Funkey said he has an issue with Section 4 of the Ordinance approving the Resolution. He said that paragraph is too vague. The approval of the Resolution and Ordinance for Adopting and Enacting a New Code Book for Fox Metro Water Reclamation District was tabled to next Board Meeting on December 20, 2017.

10150

Mr. Philippe Moreau addressed the Board with the Engineer's Report. Mr. Moreau requested approval of Partial Payment No. 23 to River City Construction, Inc., in the amount of \$4,344,335.47 for South Waste Water Treatment Facility Project. It was moved by Trustee Funkey seconded by Trustee Heriaud, put to vote and unanimously carried that payment be made in the amount of \$4,344,335.47 to River City Construction, Inc., for work completed on South Waste Water Treatment Facility Project.

10151

Mr. Moreau requested approval of Partial Payment No. 10 to Whittaker Construction, Inc., in the amount of \$633,060.72 for Building G Improvements Project. It was moved by Trustee Funkey seconded by Trustee Heriaud, put to vote and unanimously carried that payment be made in the amount of \$633,060.72 to Whittaker Construction, Inc., for work completed on Building G Improvements Project.

10152

Mr. Moreau requested approval of Partial Payments No. 7 to R.C. Wegman Construction, in the amount of \$103,514.00 for Building W Water System Improvements Project. It was moved by Trustee Funkey seconded by Trustee Heriaud, put to vote and unanimously carried that payment be made in the amount of \$103,514.00 to R.C. Wegman Construction, for work completed on Building W Water System Improvements Project.

10153

Mr. Moreau requested approval of Partial Payments No. 5 to R.J. O'Neil, Inc., in the amount of \$27,169.20 for Building K Odor Control Project. It was moved by Trustee Funkey seconded by Trustee Heriaud, put to vote and unanimously carried that payment be made in the amount of \$27,169.20 to R.J. O'Neil, Inc., for work completed on Building K Odor Control Project.

Mr. Moreau requested approval of Partial Payments No. 1 to LAI, Ltd, in the amount of \$105,904.00 for Chlorination Improvement Contract 2 Project. It was

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moved by Trustee Funkey seconded by Trustee Heriaud, put to vote and unanimously carried that payment be made in the amount of \$105,904.00 to LAI, Ltd., for work completed on Chlorination Improvement Contract 2 Project.

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Mr. Moreau requested approval of Partial Payments No. 3 to H Linden & Sons, in the amount of \$163,690.38 for Building O&M Improvements – Phase 1 Project. It was moved by Trustee Funkey seconded by Trustee Heriaud, put to vote and unanimously carried that payment be made in the amount of \$163,690.38 to H Linden & Sons, for work completed on Building O & M Improvements- Phase 1 Project.

10156

Mr. Moreau requested approval of Partial Payments No. 3 to Frank Marshall Electric, in the amount of \$71,154.00 for Sugar Grove Pump Station Generator Replacement Project. It was moved by Trustee Funkey seconded by Trustee Heriaud, put to vote and unanimously carried that payment be made in the amount of \$71,154.00 to Frank Marshall Electric Midwest, LLC, for work completed on Sugar Grove Pump Station Generator Replacement Project.

10157


Mr. Moreau requested approval of Partial Payments No. 2 to Walker Process Equipment in the amount of \$1,900.00 for Clarifier D3 Rehabilitation Project. It was moved by Trustee Funkey seconded by Trustee Heriaud, put to vote and unanimously carried that payment be made in the amount of \$1,900.00 Walker Process Equipment for work completed on Clarifier D3 Rehabilitation Project.

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Mr. Moreau requested approval of Partial Payments No. 2 to Whittaker Construction, Inc., in the amount of \$33,444.00 for Clarifier D3 Rehabilitation Project. It was moved by Trustee Funkey seconded by Trustee Heriaud, put to vote and unanimously carried that payment be made in the amount of \$33,444.00 to Whittaker Construction, Inc., for work completed on Clarifier D3 Rehabilitation Project.

In the Manager's Report, Manager gave the Board a District Update. He reported that the amount of tours of the Waste Water Treatment Plant has increased dramatically in the last couple of month and gave the Board a list of names and dates of tours that have taken place and also tours that are currently scheduled to occur in the upcoming days and weeks, he added that this is unprecedented. He said Fox Metro has become very popular and this is good for school age kids to learn more about the industry.

Manager Muth said this has slightly stressed the staff. The Lab Supervisor has been organizing the tours and either he or an Operations supervisor, foremen and others have been giving the tours. This puts stress on these individuals to take the time from their regular duties to do this. If the tours continue to increase, management will have to look at some options and one of those options may be to contract a past employee to give the tours. The second option would be to hire someone to be able to organize and give the tours.



Trustee Funkey said just by looking at the list, the groups that have signed up for tours fall under two different types. One is an advanced group and he believes it would be advantageous for the Lab supervisor to conduct those tours because he can give a more in depth technical presentation. The other group which consist of younger students and age groups, would benefit from someone who is not so technical and is able to give the tour more suitable for that age group.

Trustee Sotir said there are other things involved besides giving tours such as planning, scheduling, coordinating and a number of other things that are involved in tours. Trustee Funkey suggested that Randy, the Lab Supervisor prepare a tour video. Manager Muth said the District has a Public Relations group and they are currently working on creating such a video. The best option at this point is a professionally made video that can also be part of the District's website. This video could also be utilized as part of presentations given outside the District. There should also be different levels of videos depending on the audience.


Trustee Sotir said the District's Public Relations Committee is currently working on these kind of ideas. She said the issue is that Fox Metro does not have many employees and when tours increase on top of their regular duties, the resources are spread thin. If the District is going to continue at this level of doing them, options need to be considered to help the staff.

Trustee Sotir also added that there is a Website Committee that is currently working on updating it by condensing the website and making it more specific.

The next item in the Manager's Report Manager Muth reported that Building G's project is progressing well but there was an issue that he needed the Board to be aware of. The electrical equipment was delivered to the site and one critical part of equipment, was dropped when it was being unloaded from the trailer. This part of equipment had to be reshipped back to North Carolina and the District won't be able to get it back, installed and recommissioned until the end of January or early February. This equipment is part of the aeration plant where the new turbo blowers would be placed in operation. As part of the Grant, the District has to have those turbo blowers running and operational by June 1st in order to receive funds.

Manager Muth continued with the Manager's report and advised the Board that the chlorination season was completed October 31, 2017. It was a very successful year, the equipment the plant has in operation was significantly better than the equipment that was used in prior years. This year less chlorine was used because staff was able to monitor it better. Manager Muth thanked the Operations, Maintenance and Automation team for coming up with a plan for the new process and he also thanked Deuchler's staff for their expertise.

Manager Muth stated that it was mentioned in last Board's Meeting that during the October rain event only two bar screens were operational and the plant was waiting



for equipment. He reported that the third bar screen is very close to being installed and operational. He said Maintenance Manager Chris Morphey would give an update on this. He also mentioned that Mr. Morphey began as a Class 1 operator with the District 20 years ago and the District is very fortunate to have his expertise. A Class 1 operator is the best and highest level that a person can obtain. He was promoted to Foreman and has been the Maintenance Supervisor for the last 13 years. Congratulations to Chris Morphey on his 20 years with the District.

Chris Morphey reported that the parts that were needed for the #2 bar screen in Building B1 were being delivered and the bar screen is expected to be back on line next week. He said during the rain event in October, pumps were installed around the bar screen to pump water out to the grid tanks to make up for that screen not functioning.

Mr. Morphey reported that biosolids hauling this fall has been a little difficult because the plant had 9.83 inches of rain in October. The plant's project goals for this fall were 8,875 cubic yards and that includes four fields for a total of 309 acres. There were two fields in Kendall County, one in LaSalle County and one in DeKalb County. The two fields in Kendall County have been completed and the field in LaSalle County is 96% complete. The field in DeKalb County is still left to be completed.

Mr. Morphey also reported that Fox Metro has had the lowest amount of biosolids application since 1988 due to the improvements to Building N and the thermophilic project. This is amazing because the plant has seen an increase in flows and yet the biosolids have decreased.

The next item discussed was the hiring of a new accountant. Manager Muth said this matter was discussed months ago and the District is now in a position to do this. He handed the Board a job description and said he would like to move forward to hire a new accountant with Board's approval. There is a need for this position. Jimmie Delgado handles all of the financials and he needs assistance. This is an opportunity to improve the internal controls because it is very difficult to have a total internal controls structure when there are only two people working and one goes on vacation there has to be backup otherwise the internal control is not as strong as it should be. He said the job would be posted in house first and if there are no qualified candidate the position will be posted outside the District. The Board authorized the posting and hiring of the Accountant position.

Manager Muth requested an Executive Session be held to discuss personnel and any related matters. It was moved by Trustee Funkey, seconded by Trustee Heriaud, put to vote and unanimously carried that at the conclusion of Regular Session and New Business of today's meeting, we will temporarily adjourn for an Executive Session



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With no New Business to come before the Board, it was moved by Trustee Funkey, seconded by Trustee Heriaud, put to vote and unanimously carried that this meeting be adjourned for Executive Session.

Meeting temporarily adjourned at 10:35 A.M

The Regular Board Meeting Reconvened at 11:45 A.M

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It was moved by Trustee Funkey, seconded by Trustee Heriaud, put to vote and unanimously carried that President Sotir announced there were no further decisions reached in Executive Session.

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It was moved by Trustee Funkey, seconded by Trustee Heriaud, put to vote and unanimously carried that the Board Meeting be adjourned.

Meeting adjourned at 11:46 A.M.