

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF FOX METRO WATER RECLAMATION DISTRICT
HELD WEDNESDAY JULY 17, 2019**

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, July 17, 2019. Present were, Trustee Judith S. Sotir, Trustee Michael Funkey, Trustee Christopher F. Childress, and Trustee David Krahn. Also present were Attorney Dallas Ingemunson, Manager Thomas F. Muth, District Engineer, John Frerich from Deuchler Engineering, Human Resources Coordinator Patrick Divine, Business Services Manager, Jimmie Delgado, Plant Manager Matt Woodin, Maintenance Supervisor Chris Morphey, Operations Supervisor Joel Ilseman, and Norma Rodriguez.

10510

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 June, 2019 in the amount of \$2,742,264.35. Motion was seconded by Trustee Childress, put to vote and unanimously carried that the bills be paid as presented.

10511

It was moved by Trustee Funkey seconded by Trustee Childress, put to vote and unanimously carried that the Treasurer's Report for June, 2019 be approved as submitted.

10512

It was moved by Trustee Childress, seconded by Trustee Krahn, put to vote, Trustee Funkey abstained and the Motion was carried that the minutes of the June 19, 2019 Regular Board Meeting be approved as written. Each of the Trustees having received and read copies of said minutes before the meeting.

10513

With no Public Comments, it was moved by Trustee Funkey, seconded by Trustee Childress, 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 9:40 A.M.

In the Committee of Local Improvements Manager Muth discussed the South Plant with the Board. He shared aerial pictures and videos taken by the District's drone of the South Plant. He explained each slide in detailed and narrated the videos providing information of its contents and addressed all of the Board's inquiries.

Manager Muth stated that on July 8, 2019 in the span of 36 hours, microorganisms were brought in to the South Plant and on July 10, 2019 began introducing



approximately 1 million gallons per day of flows from Oswego and things are going extremely well. In less than thirty days will be receiving flows from the Waubonsie Interceptor which will get the plant processing 6 million gallons per day.

Manager Muth commended the Plant Manager Matt Woodin, Operations Supervisor, Joel Ilseman, Maintenance Supervisor, Chris Morphey, A&E Supervisor, Michael Petersen and the Plant's middle management along with Deuchler staff for their tremendous job and collaboration in getting the South Plant operational. Fox Metro staff and Deuchler staff helped the contractor achieve the great result we have today. The Board congratulated everyone involved for a job well done.

Matt Woodin stated that Fox Metro had professionals installing extremely intricate equipment and on many occasions were looking at District staff for guidance and their expertise on how to perform some jobs. These individuals have played a huge role in assuring that things are done correctly. This speaks volumes about the Fox Metro teams that are in place today.

The Next item discussed in the Committee of Local Improvements is the ComEd Energy Efficiency Program. Matt Woodin stated that Fox Metro was approached by Cascade Group in February 2019. With all of the projects that are currently in progress at the District, it took some time for staff to sit down and research if this is a type of program the District would be able to embark at this time. In April, Fox Metro entered into a two year agreement with Cascade Group who works directly for ComEd. The idea is to have energy conservation savings. ComEd has said they want to continue to add meters but take the load off of their system. They are investing a lot of money in educating others on how to save energy. The group consists of other waste water agencies in the area. Kevin Boedewig from Fox Metro is the energy champion and his job is to make sure the District is following through with the jobs that the District is committed to. Dan Rivera is the Data Master, he is responsible for uploading all of the information that shows what the District is trying to accomplish by providing ComEd the meter information to make sure the District receives the proper credit. Joel Ilseman is responsible to ensure that these energy saving initiatives are not damaging any Fox Metro's permits or hurting the Plant's process. Mr. Woodin is responsible to ensure the assets are in place and allocate the energy. Mike Petersen and Chris Morphey are responsible for labor management.

Matt stated there is a \$4,000.00 incentive just to participate in this program, \$1,000.00 bonus for signing up, \$1,000.00 for a "treasure hunt". Cascade Group walks through the entire plant with Fox Metro staff and identify opportunities where the plant can save energy. There is also a \$1,000.00 bonus for recording data and \$1,000.00 bonus given at the end of the two-year program. The real savings will be the rebate that will come back to the District. The rebate is \$0.001 for every kilowatt hour saved for two years. Staff has already identified places



where energy can be saved throughout the plant. Some of the things identified are as simple as turning off light switches in areas that are unoccupied. Others are more strategic because it takes more planning. The idea is that staff is gaining the knowledge and mindset of energy savings to continue moving forward. There are also some things that can save a lot of energy and it does not take that much effort to implement. Mr. Woodin distributed a list of energy savings ideas and things that can be adjusted at the plant to have a better practice of energy consumption. One of the biggest energy savings ideas was changing the air main going to the turbo blowers and cycling mixers. This group also facilitates the process of Fox Metro receiving the rebates when LED lighting is purchased.

There are four meetings for the entire group and Fox Metro will host one meeting here are the District on July 24, 2019. The group will sit down and discuss how to calculate the math equations on how much kilowatt hours are saved per horsepower. This is also an opportunity for everyone in the group involved in this program to share what they have accomplished to save energy in their organizations. The goal for the next workshop is that everyone in the group has had to implement four things of energy savings.

This organization also notes Fox Metro's electric power and inputs that data to calculate what the electric use is despite weather anomalies. When they see that Fox Metro is beginning to change its electric usage, that is when they begin to give the rebates. Each group involved in this program has set a goal for energy savings and Fox Metro's group set a goal of 7% energy savings which equals to approximately \$100,000.00. This is a little bit ambitious but staff has recognized a couple of areas at the plant where energy savings will be implemented and this goal can be achieved. Fox Metro already has some very good practices in place with regards to energy savings but staff will strive to achieve additional energy savings throughout the plant. The Board was pleased with this idea and commended Fox Metro staff for taking the initiative and participating in this program and for what they are doing for the District.

10514

At 10:00 A.M. Manager Muth opened and read aloud bids received for Building P3-HVAC Controls Upgrades. There were three qualified bidders but only one submitted a bid and it read as follows: Mechanical Inc., – Total Bid \$190,450.00; The Engineer's Estimate for this project was \$225,000.00. It was moved by Trustee Funkey, seconded by Trustee Childress, put to vote and unanimously carried that the bid from Mechanical Inc., for \$190,450.00 be accepted pending specification review by Fox Metro Water Reclamation District and Deuchler Staff.

10515

At 10:10 A.M. Manager Muth opened and read aloud bids received for a 2019 Telehandler as follows: Sunbelt Rentals – Total Bid \$120,033.23; Illinois Truck Equipment – Total Bid \$117,935.00; United Rentals – Total Bid \$108,724.00. The budgeted amount for this piece of equipment is \$140,000.00. It was moved by Trustee Funkey, seconded by Trustee Childress, put to vote and unanimously carried that the bid from United Rentals for \$108,724.00 be accepted and the bid



from Illinois Truck Equipment for \$117,935.00 be held pending specification review by Fox Metro Deuchler Staff.

Next in the Committee of Local Improvements, Trustee Sotir congratulated all of the Fox Metro employees who celebrated birthdays for the month of July.

The Board also congratulated Jennifer Hill for her 35 years of service at the District. Manager Muth added that Jennifer is the employee with the most years at the District. She has worked in the IT Department for most of her career and she has been a marvelous employee and the District is fortunate to have her.

The Board also congratulate John Odean for his 35 years of service at the District. He was on vacation and could not attend today's Board Meeting.

Trustee Sotir announced that the District has hired a new employee. Her name is Karen Clementi and she is the new Interim Regulatory Compliance/Public Relations Manager.

Trustee Sotir recognized Michael Tucker for his excellent work as a member of the Public Relations Committee and his tremendous talent. He is the publisher of the District's E-Briefs and is the artist who has made some wonderful drawings of Fox Metro's mascot cartoon character "Felix the Fox". His drawing of "Felix" is now on Fox Metro t-shirts, stickers and other promotional items at the District.

Trustee Sotir stated that this is a very busy time for the Public Relations Committee. This is a volunteer committee and members have attended various events such as the 4th of July Parade at the City of Aurora along with other volunteers from Fox Metro. The Public Relations Committee has done a great job in educating the public regarding the purpose of Fox Metro and its mission to improve the environment.

Manager Muth added that the 4th of July Parade at the City of Aurora and it was a great experience. Fox Metro will also participate at the Village of Montgomery Parade on August 11th. on August 15th, the Fox River Study Group will receive a tour of the South Plant. On September 12, 2019 there will be tours of the plant for the Fox Valley Operators Association and there are approximately 50 people expected to attend. On that same day there will also be a tour for the IAWA members as part of their annual meeting. People will be bussed from Itasca, IL. On October 19, 2019 Fox Metro will have an Open House for the South Plant. This is a Saturday event and the public will be invited along with local Senators, Representatives and Aldermen. There will be food and promotional giveaways for all those who attend.

The Board appreciates all of the time and effort the Fox Metro volunteers who help make all these events a success.

10516

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

The Regular Board Meeting reconvened at 10:17 A.M.

Attorney Ingemunson advised the Board there was no Attorney Report this month.

Mr. John Frerich addressed the Board with the Engineer's Report and updates on Construction projects. Mr. Frerich requested approval of Partial Payment No. 43 to River City Construction, Inc., in the amount of \$338,244.82 for South Waste Water Treatment Facility Project.

Mr. Frerich requested approval of Partial Payment No. 20 to Insituform Technologies USA, LLC, Inc., in the amount of \$297,535.60 for the North Plant Improvement Project.

Mr. Frerich requested approval of Partial Payment No. 3 to Whittaker Construction, Inc., in the amount of \$593,528.30 for the 2018-2019 Sanitary Sewer Interceptor Lining Project

10517

It was moved by Trustee Funkey seconded by Trustee Childress, put to vote and unanimously carried that the Engineer's Report be approved as published and payments be made as requested.

10518

Manager Muth addressed the Board with the Manager's Report. He stated that at last month's Board Meeting there was lengthy discussion regarding the Field Operations building addition. He requested authorization to seek bids for Phase I of the Field Operations Building Addition to be opened at 10:00 A.M., August 21, 2019 at the Board of Trustees Meeting. It was moved by Trustee Funkey seconded by Trustee Childress, put to vote and unanimously carried to seek bids for Phase I of the Field Operations Building Addition to be opened at 10:00 A.M., August 21, 2019 Board of Trustees Meeting.

10519

The next item in the Manager's Report, Manager Muth advised the Board that there is extensive work to be performed at the aeration tanks. The first phase is to be constructed this year and more phases will be constructed in the next few years. Due to safety concerns on the walkway of the aeration tanks repairs need to be performed as soon as possible and would like to go out for bid for the repairs. He requested authorization to seek bids for the "F" Aeration Tanks Walkway Repairs to be opened at 10:00 A.M., August 21, 2019 at the Board of Trustees Meeting. It was moved by Trustee Funkey seconded by Trustee Childress, put to vote and unanimously carried to seek

bids for the “F” Aeration Tanks Walkway Repairs to be opened at 10:00 A.M., August 21, 2019 Board of Trustees Meeting.

The next item discussed in the Manager’s Report was the approval of the Employee’s Policy Manual. The Board received a copy at last month’s Board Meeting for their review. Manager Muth inquired if the Board had any questions or input regarding the Policy Manual. Hearing none, it was moved by Trustee Funkey, seconded by Trustee Childress, put to vote and unanimously carried the draft of the Employee Policy Manual that was submitted for the Board to review be approved as published.

The next item in the Manager’s Report, is the review of the Sewer Use Ordinance. Manager Muth explained to the Board that Fox Metro just received the new NPDES Permit in March and it requires that the Sewer Use Ordinance be reviewed. Manager Muth presented the Board with a copy of the updated Sewer Use Ordinance for their review and will ask for their approval at next month’s Board Meeting to present to the IEPA. Staff has spent a huge amount of time reviewing and updating the Ordinance.

Manager Muth said he will be providing a recommendation to the Board regarding whether to increase the Annexation fees, connection fees or the infrastructure participation fees. Mr. Frerich has provided information that shows the construction price index has increased by 27% from the last time the District increased fees in 2011. Manager Muth said he is not suggesting a 27% increase in fees at this time but in the next few months he and staff will review what projects have yet to be completed and calculate what the costs are to date in those areas to see if an increase is needed and what the percentage would be. Discussion ensued and Manager Muth addressed all questions and concerns from the Board.

At this time Manager Muth requested an Executive Session to discuss land acquisition, personnel, and other related matters.

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

Plant Manager Matt Woodin reported the both the North and South Plants are running well. This is an exciting time and employees are very busy but they are still keeping safety in mind. Will be having discussions with all staff regarding how to take precautions in this excessive heat. He added that he is very proud of all of his teams for all of their hard work.

10520

10521



Trustee Funkey thanked everyone for their reports and presentations. He stated everyone should focus now on the Open House on October 19, 2019. He suggested forming a committee to review what the procedures should be and to formulate a very well planned presentation for the attendees. Trustee Sotir said this event is being addressed at the Public Relations meetings and if any of the Board member had any suggestions, they are welcome to share their thoughts and ideas with the Committee.

Meeting temporarily adjourned for Executive Session at 10:45 A.M

The Regular Board Meeting Reconvened at 11:30 A.M.

10522

It was moved by Trustee Funkey seconded by Trustee Childress put to vote and unanimously carried to authorize Gregg Ingemunson to accept the response to the Board's offer and agree to pay \$125,000.00 to complete the purchase of the property located in North Aurora, IL on Lincoln Way.

There were no decisions made in Executive Session.

10523

With no other business to come before the Board, it was moved by Trustee Funkey seconded by Trustee Childress put to vote and unanimously carried that this meeting be adjourned.

Meeting adjourned at 11:35 A.M.