



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF FOX METRO WATER RECLAMATION DISTRICT
HELD WEDNESDAY, JANUARY 18, 2023**

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, January 18, 2023. Present were Trustee Judith S. Sotir, Trustee Michael Funkey, Trustee Christopher Childress, Trustee Dave Krahn and Trustee Randall H. Brown. Also present were Attorney Gregg Ingemunson, District Manager Karen Clementi, Regulatory Manager, Tim Rubis, IT Supervisor, Dan Vargas, Controller, Linnea Scherer, Human Resources Coordinator, Dan Rivera and Senior Administrative Assistant, Norma Rodriguez.

11074

The bills were presented and read. It was moved by Trustee Brown that the bills that have been presented and paid during the month of December 2022 be approved in the amount of \$3,579,735.37. Motion was seconded by Trustee Krahn, put to vote and unanimously carried that the bills be paid as presented.

Controller Linnea Scherer addressed the Board with the Controller's Report. She said based on Board's recommendation, she will present a brief Controller's report at each Board Meeting. This will be an opportunity to touch on the major financial topics of the month. The report will primarily focus on the District's cash flow and investments and discuss a few topics at the end of the report.

11075

It was moved by Trustee Brown seconded by Trustee Funkey put to vote and the Motion was unanimously carried that the Controller's Report for December 2022 be approved as submitted.

11076

After a question from Trustee Funkey and correction made to the December 21, 2022 minutes was noted, it was moved by Trustee Funkey seconded by Trustee Krahn, put to vote, and the Motion was unanimously carried that the minutes of the December 21, 2022 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 on behalf of the Board congratulated all of the employees who celebrated birthdays in the month of January.

Manager Clementi congratulated and recognized Plant Manager, Joel Ilseman for his 35 years of service at the District. Joel began his career at the District in the Operations Department, became Operations Supervisor and he was just recently promoted to Plant Manager. He is a wealth of both process and mechanical knowledge and has been instrumental in the recent succession transition. The Board Congratulated Joel and thanked him for his great work and dedication to the District.

Joel Ilseman introduced Operations Foreman, Mustafa Zamir “Moose” who supervises 2nd and 3rd shift Operations employees. Mustafa is the Fox Pride Award recipient this month because he took the lead on the sludge transfer line break and repair that happened on Christmas Eve. This incident will be discussed as part of the Board Meeting Manager’s Report. Manager Clementi and the Board thanked Moose for his excellent job and dedication.

Manager Clementi introduced Ken Austin from the Maintenance Department. He was the Union representative at today’s Board Meeting.

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

The Regular Board Meeting temporarily adjourned at 9:47 A.M.

In the Committee of Local Improvements, Manager Clementi discussed and reviewed in detail the 2022 District-Wide Goals. She said staff is very proud to present their accomplishments for this past year.

11077



2022 DISTRICT-WIDE GOALS

1. Meet or exceed all environmental permit requirements (NPDES, Biosolids, FESOP).

- There were zero excursions
- Fox Metro is eligible for the NACWA Gold Award
- Biosolids – All permit requirements were met
- FESOP (air quality) – All permit requirements were met
- There were no CSO events at the plant
- There was one (1) SSO event in the field due to a forcemain break on 1/08/2022
- Plant Performance – The Plant performance this year was excellent. In 2022 total flows to the plant were 12,182,000,000 gallons of wastewater, removed 98% suspended solids, removed 98.5% CBOD's, removed 98.5% Ammonia Nitrogen and total Phosphorus removal was 89.2% (lower than regulatory limit).

2. Work toward an accident free workforce

- A detailed presentation will be given next month by the Human Resources and Safety Supervisor, Dan Rivera

3. Complete the following capital improvement projects in calendar year 2022:

- SCADA Modernization Project
 - Still in progress
- Building N Window Replacement Project
 - Project completed
- Plant Buildings Window Repairs and Tuckpointing and Weatherproofing
 - Complete for the year, there is still more work in progress
- H3, H4, H5 Influent Vault Repairs and Valve Replacement
 - This project is still in progress

4. Continue the following capital improvement projects in calendar year 2022:

- Digester Complex Improvement Projects
 - This project began October 2021, estimated completion date is November 2023
- New North Aurora Pump Station Construction
 - Project began September 2021, estimated completion date is September 2023



5. Initiate the following capital improvement projects in calendar year 2022:

- Orchard Road Generator Replacement
 - Project awarded in November 2022
- **Farnsworth Pump Station: Pump Replacement and Odor Control Upgrades**
 - Capital Improvement Committee and consulting firm evaluated and believe the repairs are not needed at this time and are not a priority
- **111th St. Pump Station Construction**
 - Project awarded in March 2022, completing scheduled for 2023
- **Headworks (B Complex) Rehab**
 - Consultant has been evaluating through mid-2022. 15% design scheduled to be completed by March 2023.
 - Scope of work and phasing
 - EOPC and budgeting
 - Alternative Analysis
 - Full design to begin in March 2023
- **Building N Centrifuge Replacement/ Structural Stability Assessment**
 - Capital Improvement Committee tabled to 2023 due to more priority projects
- **H1 and H2 Floor Grouting and Drain Jetting**
 - Project completed in October 2022 at \$53,000.00 under budget
- **Reevaluate project priority list based on Health, Safety, and Welfare projects identified in the Electrical Coordination Study**
 - Headworks project is currently highest priority
 - Capital Improvement Committee frequently evaluating project priority list
 - P1 Building Upgrades took precedence

6. Update Elected Board of Trustees boundary map as required by Public Act 101-0523.

- This project was completed Summer of 2022
- Used new 2020 Census data
- Sent information to State Board of Elections



2022 STRATEGIC GOALS

1. Maintain continuity of operations while adequately protecting staff during COVID-19.

- Staff remained healthy

2. Update website for ADA compliance and general content refresh.

- Completed ADA Compliance
- Refresh general content of website and it is always ongoing
- Updated election page
- Added new District maps
- Added permit forms

3. Complete five public relations events, as appropriate during the pandemic.

- Conducted tours for Boy Scouts and Girl Scouts, West Aurora AP Science Students and homeschool groups throughout the year
- Conducted City of Aurora CSO Presentation in February 2022
- Participated in the Fox River and Indian Creek Cleanup in April 2022
- Hosted Aurora Chamber Leadership Academy in May 2022
- Held a mobile drug take back event in October 2022- Kudos to Pretreatment team
- Held event at West Aurora High School for Freshman Biology students in Fall 2022
- Participated in the Montgomery tree decorating event and Oswego Christmas Walk in December

4. Work with Mooseheart to develop an annexation plan and timeline.

- Mutual collaboration throughout 2022
- They need to reduce their infiltration and inflows before connecting to Fox Metro

- Their flow monitoring is complete
- Annexation Agreement Draft is complete
- Timeline is completed
- Anticipated request to Annex in Spring 2023

5. Initiate a strategic planning process to improve internal priorities and establish a blueprint for future planning efforts.

- Completed a lot of Succession Planning in 2022
- Completed reorganization due to many employees retiring
- Had 2-day seminar for upper and middle management with Dr. Lew Bender in September 2022
- Completed SWOT Analyses
- Completed team cross-training between departments

Manager Clementi reported that all Departments at the District successfully completed their departmental team goals. These departments include Maintenance, Operations, Electrical, Field Operations, Engineering, Laboratory, Pretreatment, Billing, IT, Automation and Instrumentation.


Some of the District's 2022 key accomplishments include: NACWA Gold Award, excellent team performance, condition assessment of the 69" original combined sewer interceptor, initiated Solar Field #2 and Solar Field #3 purchase.

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

The regular Board Meeting reconvened at 10:02 A.M.

Attorney Gregg Ingemunson addressed the Board and advised them there was no Attorney's Report this month.

Manager Clementi addressed the Board with the Construction Project's Report. She requested Partial Payment No. 15 to Whittaker



Construction in the amount of \$736,419.56 for the North Aurora Pumping Station Improvements Project. Pay request reviewed by Strand & Associates.

Manager Clementi requested approval of Partial Payment No. 14 to Williams Brothers Construction in the amount of \$255,532.79 for the Digester Complex Improvements (DCM-4) Project. Pay request reviewed by CDM Smith.

Manager Clementi requested approval of Partial Payment No. 8 to Vissering Construction in the amount of \$90,717.40 for the 111th Street Pump Station Project. Pay Request reviewed by Trotter and Associates.


Manager Clementi requested approval of Partial Payment No. 7 to Williams Brothers Construction, Inc., in the amount of \$104,751.21 for the H3, H4 & H5 Valve Vault Improvements Project. Pay request reviewed by CDM Smith.

11079

It was moved by Trustee Funkey, seconded by Trustee Brown, put to vote and the Motion was unanimously carried that the Construction Project Report be approved as published and payments be made as requested.

Manager Clementi addressed the Board with the Manager's Report and discussed the Christmas Eve sludge transfer line break and repair. On Christmas Eve at approximately 2:30 a.m., Operations Foreman Mustafa (Moose) noticed sludge on the plant road between DCM-1 and DCM-2. Moose followed appropriate protocols, notified the Plant Manager, and on-call staff. Several management and union staff came in on and off throughout the day to help troubleshoot the problem and fix the break. The three union employees and the foreman worked between 10 and 11 hours on Christmas Eve with windchills at -35°F. These staff members were invited to have lunch with the Trustees after today's Board Meeting as gesture of appreciation.

Mr. Joel Ilseman said that the problem seems to be a soil condition that is corroding the pipes from the outside in. Trustee Brown inquired if the soil is acidic. Mr. Ilseman said it appears to be



because there have been issues in this area before. Trustee Sotir inquired if there is a plan in place in case this situation happens again. Mr. Ilseman said staff is currently working with a contractor to line this particular pipe to avoid issues in the future. Discussion ensued.


The next item in the Manager Report is a PFAS Update. Mr. Tim Rubis reported that staff is still waiting on sampling results due to holiday staffing and a backlog of samples at Pace Analytical in Baton Rouge, LA. There is a delay of 50 to 55 days to obtain the report.

Trustee Sotir inquired if staff was aware of any other areas that are conducting these tests. Staff is researching other locations to also help with competitive pricing. There will be an update at next month's Board Meeting. Pace Analytical currently purchased a new lab in New England and the District just acquired new bottles for testing and they will be sent to the New England location.

Mr. Rubis updated the Board on the possibility of conducting in-house PFAS testing. For now, the IEPA would like to receive two years of quarterly monitoring data. This will be dependent on the results, but if there is an end date for municipal and industrial testing, it might not be worth testing in-house. Lab Supervisor, Eva Kiss and staff are working on obtaining rough estimates of instrumentation, chemicals, labor costs, possible Maintenance Agreements and any lab certifications that are needed. Discussion ensued.

Trustee Sotir inquired if other agencies within the area are testing the same way as Fox Metro. Mr. Rubis said he would have to reach out to find out if any other agency besides Metropolitan is being as proactive as the District. Trustee Sotir feels staff should consider presenting regarding PFAS at the IAWA Conferences because the District is being proactive with this and this information needs to be shared throughout the State.

Trustee Funkey stated Fox Metro has a Grease Ordinance, perhaps there should be a PFAS Ordinance. Manager Clementi said when the District receives its NPDES draft permit in approximately one year, staff will have to see what actual language it contains. Discussion ensued



Trustee Funkey wanted to confirm that Mr. Rubis will be investigating what other wastewater agencies besides Fox Metro is currently testing for PFAS. Mr. Rubis said he will be researching but he did not believe that this testing is any local agency's permit. He said Fox Metro intends to collect one year's worth of data before the new NPDES permit is issued next February. Trustee Sotir said Fox Metro could be leading the State once again. Manager Clementi said this could also help with negotiation with the EPA because staff has data that is not showing any sources of PFAS and perhaps that will reduce the required testing frequency.

Continuing with the Manager's Report, Manager Clementi requested renewal of the Biosolids Application Contract. The biosolids land application contract has expired. This contract is structured the same way as many other District contracts: A two-year contract with a maximum of 5 two-year extensions for a total 12 year maximum. Staff likes this methodology because it allows the District to retain good contractors, lock-in long-term pricing, and gives the opportunity to cancel the contract every two years if the relationship and/or service declines. Ag Tech was the low bidder two years ago and continues to provide excellent service. Mr. Chris Morphey and Manager Clementi met with Ag Tech this Summer to discuss the District's intent to renew the contract and an 8% increase was negotiated.

11080

It was moved by Trustee Funkey, seconded by Trustee Krahn, put to vote and unanimously carried to approve the renewal of the Ag Tech Contract for 2 years on the basis recommended by staff with an 8% cost escalator.

Manager Clementi requested an Executive Session be held to discuss personnel and related matters.

11081

It was moved by Trustee Brown, seconded by Trustee Krahn, put to vote and unanimously carried that at the conclusion of New Business of today's meeting, we will temporarily adjourn for an Executive Session.

The Regular Board Meeting temporarily adjourned for Executive Session at 10:19 A.M.



11082

It was moved by Trustee Funkey, seconded by Trustee Krahn, put to vote and unanimously carried that the Executive Session be adjourned and resume the Regular Board Meeting.

Regular Board Meeting reconvened at 12:11 P.M.

No decisions were made in Executive Session.

11083

Per discussion in Executive Session, it was moved by Trustee Funkey, seconded by Trustee Krahn, put to vote and unanimously carried to approve Ordinance No. 913 Amending Ordinance No. 866.

11084

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

Meeting adjourned at 12:16 P.M.

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