



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF FOX METRO WATER RECLAMATION DISTRICT
HELD WEDNESDAY DECEMBER 21, 2022**


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, December 21, 2022. Present were, Trustee Judith S. Sotir, Trustee Michael Funkey, Trustee Christopher Childress (via phone), Trustee Dave Krahn and Trustee Randall H. Brown. Also present were Attorney Gregg Ingemunson, District Manager Karen Clementi, Regulatory Manager, Tim Rubis, Project Engineer, Drew Zeipen, IT Supervisor, Dan Vargas, Controller, Linnea Scherer, Human Resources Coordinator, Dan Rivera and Senior Administrative Assistant, Norma Rodriguez.

11062 The bills were presented and read. It was moved by Trustee Funkey that the bills that have been presented and paid during the month of November 2022 be approved in the amount of \$3,184,122.79. Motion was seconded by Trustee Krahn, put to vote and unanimously carried that the bills be paid as presented.

11063 It was moved by Trustee Funkey seconded by Trustee Krahn put to vote and the Motion was unanimously carried that the Controller's Report for November 2022 be approved as submitted.

11064 It was moved by Trustee Brown seconded by Trustee Krahn, put to vote, and the Motion was unanimously carried that the minutes of the November 16, 2022 Regular Board meeting be approved as written. Each of the Trustees having received and read copies of said minutes before the meeting.

Trustee Funkey stated that there have been many conversations regarding PFAS and it will continue to be a topic of conversation from now on. He said that in the November Board meeting minutes it was mentioned that PFAS testing is being conducted by a company in Louisiana. He inquired if the District's lab can be equipped in order for Fox Metro to be the regional PFAS testing facility and charge a fee. Manager Clementi



stated that is an option that has not been discussed by staff. Tim Rubis said that staff can research obtaining the instrumentation to perform PFAS testing and the lab does have a room suitable for this test. Manager Clementi stated that there is an over arching certification required for commercial labs called NELAC and Fox Metro currently does not have certification for this program. This certification would be needed before trying to perform any PFAS testing, charge for the testing and be used for other agencies.

Trustee Funkey stated he believes Fox Metro's lab is sophisticated enough to perform PFAS testing and could be qualified to be the regional testing lab.

Trustee Sotir inquired if it would be difficult for the lab to conduct the testing because there are over forty compounds that are involved. Tim said he has not conducted any research on this but as far as the number of compounds are concerned, it probably involves an instrument that can be programmed to test for those compounds. This is similar to how the lab currently tests for metals analysis. It just could be very costly to run the analysis because it is over forty compounds versus eight or ten.

Manager Clementi said staff can research this and report back to the Board with their findings. Trustee Funkey said this is something that is worth researching.

In Public Comments, Trustee Sotir on behalf of the Board congratulated all of the employees who celebrated birthdays in the month of December.

Manager Clementi recognized Maintenance Supervisor, Chris Morphey and congratulated him for his 25 years of service at the District. The Board Congratulated Chris and thanked him for his great work and dedication to the District.

With no other Public Comments, it was moved by Trustee Funkey, seconded by Trustee Childress, 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 9:41 A.M.

In the Committee of Local Improvements, Manager Clementi introduced Mr. Jim Savio from Sikich who gave a report regarding the fiscal year 2022 audit. The Annual Financial Reports were distributed to the Board and discussed.

Mr. Savio reviewed the highlights of the audit with the Board. He thanked Fox Metro staff for their professionalism and preparedness. He said the audit went very well this year and explained in detail the specifics of the Annual Financial Reports and Audit.


Mr. Savio explained that some of the auditing standards were changed. He noted that the Audit contained a clean opinion and that means that financials were represented fairly in all aspects and the auditors did not have concerns regarding the District's audit. No material weaknesses were found, no significant deficiencies and there were no instances of non-compliance. Operating expenses and revenues were consistent with other years. Current assets increased approximately \$10M this year mainly due to cash and cash equivalents. The net pension asset increased from \$825,000.00 to approximately \$7.1M. This was driven by fantastic investment returns. There was a reduction in capital assets due to depreciation.

Mr. Savio reviewed the IMRF Status with the Board and it showed the District being 114% funded. He stated his firm issued an unmodified opinion which is the highest level of assurance that can be provided to the District.

With no other matters to come before the Committee of Local Improvements, it was moved by Trustee Brown, seconded by Trustee Funkey, 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 10:00 A.M.

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



Mr. Drew Zeipen addressed the Board with the Engineer's Report. He requested Partial Payment No. 14 to Whittaker Construction in the amount of \$543,069.61 for the North Aurora Pumping Station Improvements Project. He reported rock excavation continued for the 42" sewer that crosses the Park District bike path. Trail closure extended to 12/29/22 to allow excavator access to junction chamber near the river. Antenna foundation and tower have begun erection. Mono-rail crane and hoist has been installed. Dual ComEd service lines have been installed.

Mr. Zeipen requested approval of Partial Payment No. 13 to Williams Brothers Construction in the amount of \$227,632.56 for the Digester Complex Improvements (DCM-4) Project. He reported that Digester M5 was placed back online. Mechanical continued in the new control building.

Mr. Zeipen requested approval of Partial Payment No. 7 to Vissering Construction in the amount of \$380,271.75 for the 111th Street Pump Station Project. He reported that LeCuyer was on site to perform interior painting. Vissering completed installation of the roof edge flashing and has begun installing the sheet metal roofing. The Developer (Pulte) and their subcontractor, Builders Paving, completed the access road binder course paving. Full surface restoration to occur after the temporary access road is no longer being utilized by the Developer.

Mr. Zeipen requested approval of Partial Payment No. 6 to Williams Brothers Construction, Inc., in the amount of \$706,718.52 for the H3, H4 & H5 Valve Vault Improvements Project. He reported that the District and the Contractor held a second coordinated shut down of the North Plant in order to remove and replace the final two service gate valves. Ga Rich, the mechanical subcontractor, and Valley Electric continued with mechanical piping and electrical modifications in the Vault.

Mr. Zeipen advised the Board that the Orchard Road Generator Replacement Project was awarded to New Castle Electric of Itasca, IL. The Engineer is currently reviewing of the Agreement, insurance requirements and bonds.

Zeipen discussed the Planning and Design Projects: Oswego Lift Station HVAC Replacement – Project is proceeding as planned. Design is approximately 95% complete. The District would like to request to advertise to bid at the next Board Meeting.

The Bar Screen Replacement Preliminary Study – Project is proceeding as planned. Staff is planning site visits to different screen installations throughout the month of January.

The P1 Office Renovations – Project is proceeding as planned – Masonry work has been completed, windows were measured and ordered, and interior demotion is complete. New windows are 2-3 weeks out, and the interior carpentry work is set to begin shortly.

69” Original Interceptor Inspection – Project is proceeding as planned. No update – awaiting sewer inspection data from RedZone.

Building I – Tertiary Filter Building – The District requested a proposal from Greeley and Hansen to provide an Engineering study on replacement of the mechanical ventilation system at Building I.

After discussion, it was moved by Trustee Funkey, seconded by Trustee Krahn, put to vote and the Motion was unanimously carried that the Engineer’s Report be approved as published and payments be made as requested.

Manager Clementi addressed the Board with the Manager’s Report. She discussed and reviewed in detail the 2023 District-wide Goals. She said employees and Management Teams have been working together on these goals and they are as follows:

2023 EXPECTATIONS

1. Meet or exceed all environmental permit requirements (NPDES, Biosolids, FESOP).
2. Keep OSHA-recordable accident rates below applicable industry averages.



2023 DISTRICT-WIDE GOALS

1. Complete the following capital improvement projects in the calendar year 2023:
 - New North Aurora Pump Station Construction
 - Digester Complex Improvement Projects
 - 111th St. Pump Station Construction

2. Continue the following capital improvement projects in the calendar year 2023:
 - Orchard Road Generator Replacement
 - Bar Screen Upgrade Study
 - Evaluate the project priority list based on Health, Safety, and Welfare projects identified in the Electrical Coordination Study.

3. Initiate the following capital improvement projects in the calendar year 2023:
 - Bar Screen Rehabilitation
 - Building N Centrifuge Building Repairs and Replacement
 - P-1 Server Room Relocation

4. Update District Employee Handbook

5. Complete Conflict De-escalation and Active Shooter Training – Conducted one training in 2019 and would like to conduct another one in 2023.


2023 STRATEGIC GOALS

1. Complete a minimum of five public relations events, as appropriate for safety.

2. Complete Mooseheart annexation – Have been working very hard on this project and expect to be completed next year.

3. Complete the strategic planning process to improve internal priorities and establish a blueprint for future planning efforts.

4. Combine team meetings between multiple departments to discuss clear expectations of each other.



5. Continue District-wide cross training between individuals and key departments.


Manager Clementi asked the Board to review the goals that were presented and address staff with any questions or concerns.

The next item in the Manager Reports is PFAS Update. Mr. Tim Rubis reported that the outside lab received the District's most recent samples on 12/10/2022 and should receive results soon. He will present them to the Board at next month's meeting. He said Fox Metro is continuing to follow the EPA recommendations and is testing the influent, effluent and biosolids quarterly for the forty PFAS perimeters. He will continue to update the Board as information becomes available.

Trustee Funkey inquired if Fox Metro's lab tested for Polio. Manager Clementi said it does not. When she attended the IAWA conference she spoke with Dr. Rachel Poretski and inquired if Fox Metro could sign up to test for Polio. Her response was that they are not intending to test for Polio here in Illinois because of political issues. Trustee Funkey asked if Fox Metro intends to test for Polio anyway and Manager Clementi said no because there is not a program for us. She said she told them that if the State wanted to test for Polio Fox Metro could be trial laboratory for them.

Trustee Sotir said that New York is testing for Polio because they had a huge spike of the virus. Trustee Funkey stated that whether any other place tests for Polio or not, Fox Metro could still test for it if the Board decides to do it. Trustee Clementi said staff would need to locate a lab that is testing for this virus because she is not aware of any local lab that is currently testing. Trustee Funkey inquired if this test can be performed in Fox Metro's lab. Manager Clementi said Polio testing cannot be performed at the lab at this time.

Trustee Funkey inquired if it would be worthwhile to enhance the Fox Metro's lab to be able to test for Polio. Manager Clementi said this is a very different type of analysis because it involves genetic testing. The lab would need very different equipment to be able to perform genetic testing and PCR. Trustee Funkey inquired if the District was able to obtain the equipment necessary, would the lab be able to perform substances other than Polio. Manager Clementi said that it



would be possible to test for any kind of virus or anything genetic. Trustee Funkey inquired what the cost of this equipment would be. Manger Clementi said she did not have those numbers at this time but would research it and include as part of the PFAS memo to the Board. The Trustees agreed that it would be worth researching and review it.


Trustee Sotir said unless there was a spike of Polio in Illinois, she is not sure that it would be worth for the District to take on that expense. Discussion ensued.

Before moving to the next item, Trustee Sotir advised the Trustees that she asked Manager Clementi to give the Board a quick report regarding PFAS at every Board Meeting in order to be aware of the status. Trustee Krahn said the awareness keeps increasing so it is good to have updates that can be noted in the meeting minutes.

Next in the Manager's Report, Manager Clementi discussed/requested authorization of In-Kind Replacement of two DCM3 Heat Exchangers. She said it would be helpful if Attorney Ingemunson or another attorney with different expertise to give staff some guidance regarding replacing equipment In-Kind, what is considered a sole source purchase and what is considered an In-Kind replacement. Staff would find it helpful to have documentation or a memo regarding the guidelines.

Manager Clementi said that she is currently requesting authorization for an In-Kind replacement of two DCM3 Heat Exchangers but it is over the \$40,000.00 threshold. In-Kind replacement means the equipment that needs to be replaced was designed, manufactured and built by a specific company. To go out to bid to replace the equipment would be very costly because it would have to be designed, built and installed by a different vendor. Manager Clementi said it would be very costly to go out to bid than to just go out and purchase a new one. Attorney Ingemunson said that in those circumstances, the District does not have to go for bid but it is a case by case basis.

Manager Clementi said staff believes the DCM3 Heat Exchangers are each approximately \$160,000.00. Staff would like to replace



one this fiscal year 2022 and replace the other one the following fiscal year 2023 because the heat exchangers are broken. Discussion ensued regarding the reason the Heat Exchangers need to be replaced and the life expectancy of the equipment.

11068

It was moved by Trustee Funkey, seconded by Trustee Brown, put to vote and the Motion unanimously carried to approve the expenditure of the two DCM3 Heat Exchangers as requested by staff subject to approval and verified that it is a single source purchase.

Manager Clementi requested an Executive Session be held to discuss personnel, review the past six months of Executive Session Meeting Minutes and Related matters.

11069

It was moved by Trustee Brown, seconded by Trustee Funkey, 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 10:33 A.M.

11070

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 12:04 P.M.

No decisions were made in Executive Session.

11071

It was moved by Trustee Brown, seconded by Trustee Funkey, put to vote and the motion unanimously carried that the Executive Meeting Minutes of June 22, 2022 to November 16, 2022 be approved and be kept closed as recommended by Attorney Ingemunson and Manager Clementi.

11072

It was moved by Trustee Funkey, seconded by Trustee Brown, put to vote and unanimously carried to accept the recommendation of



11073

the Wage Committee approve the annual wage increases and cost of living for all non-union employees effective January 1, 2023.

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

Meeting adjourned at 12:10 P.M.

R-555