

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
OF FOX METRO WATER RECLAMATION DISTRICT  
HELD WEDNESDAY, JANUARY 20, 2016**

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 20, 2016. Present were, Trustee James K. Detzler, Trustee Judith S. Sotir, Trustee Michael C. Funkey & Trustee Albert E. Heriaud. Also present were Attorney Greg Ingemunson, Manager Thomas F. Muth, John Frerich from Walter E. Deuchler, Controller Jimmie Delgado, Human Resources Coordinator Patrick Divine, Maintenance Supervisor, Chris Morphey, Maintenance Software Tech Dan Rivera, Field Services Manager Matt Woodin, and Norma Rodriguez.

9008

The bills were presented and read. It was moved by Trustee Sotir, that the bills be allowed as read, and that checks be drawn in payment account during the month of December, 2015 in the amount of \$3,562,944.36 be ratified and approved. Motion was seconded by Trustee Funkey, put to vote and unanimously carried that the bills be paid as presented.

9009

It was moved by Trustee Sotir seconded by Trustee Funkey, put to vote and unanimously carried that the Treasurer's Report for December, 2015 be approved as submitted.

9010

It was moved by Trustee Sotir, seconded by Trustee Funkey, put to vote and unanimously carried that the minutes of the December 16, 2015 Regular Board Meeting be approved as written, each of the Trustees having received and read copies of said minutes before the meeting.


9011

With no Public Comments, It was moved by Trustee Detzler, seconded by Trustee Sotir, 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 9:35A.M.

Manager Muth addressed the Board with the Committee of Local Improvements and introduced Dan Rivera who chairs the Safety Committee for Fox Metro that consist of twelve representatives from management and labor who meet once a month. Dan said that 2015 was a great year for the District and all the departments did a good job in making safety their priority. He gave a safety statistics for the last five years to the Board.

Dan gave a breakdown of accidents per month. The highest number of accidents occurred in January, 2015 with a total of 5. The next item was accidents per location and Dan reported Building I was where most of the accidents occurred.



The total number of accidents for the District in 2015 was 12. The most common types of accidents were impact and pinches, followed by, rash/irritation. The body parts that were affected the most were lungs, back, arms, hands, eyes and head.

Dan said with 2015 being an above average year for safety, the best way to improve is to keep staying safe and try to lower the number of non-OSHA recordable accidents.

Dan concluded by stating that the Safety Committee is working better to acknowledge and complete safety concerning tasks in a more timely manner and have every member attend each meeting or have a representative from their department attend.

2015 was a great year for the District regarding accidents and injuries. Fox Metro only had 1 OSHA recordable in 2015. That has never been accomplished at Fox Metro. The goals for 2016 is to have an accident free year, be proactive rather than reactive and begin another wellness program that the district provides for their employees.

Manager Muth informed the Board that an employee had a bad accident last week. A 480 pump was being set up to empty a digester. One employee received a shock from the 480, the ambulance was called and he was transported to the hospital. Manager Muth and two others accompanied him to the emergency room and in the time they were there, the employee was able to move his hands from the lock position he had them when he received the shock. After being at Copley Hospital for approximately two hours, he was transferred to Loyola Medical Center in Chicago. Three members of the Maintenance Department went to see the employee at Loyola the next day. They reported that he would be released later that day. The employee was back at work on Monday. This is an OSHA reportable accident. OSHA was contacted and they said they would be in contact with the Illinois Department of Labor who handles these types of cases. They could visit our site to inspect the plant at any time

As a result of the accident, a different procedure has been implemented when dealing with the 480 volt pumps and motors. These have been used at the District for a very long time and most of the employees at the plant have handled them. The new procedure will be that only the electricians will handle these pumps and motors because they are more highly trained.

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

The Regular Board Meeting reconvened at 9:45 A.M.



9013

Attorney Ingemunson addressed the Board with the Attorney's Report. Attorney Ingemunson presented Resolution No. 935 Authorizing Ordinance No. 860, Annexation of two parcels approximately 19.165 acres and 7.706 acres located in Aurora Township, Kane County, Illinois, between Fox Metro Water Reclamation District and Continental Properties Company, Inc. It was moved by Trustee Sotir, seconded by Trustee Funkey, put to vote and unanimously carried that Resolution No. 935, authorizing Ordinance No. 860, be approved as written.

9014

John Frerich addressed the Board with the Engineer's Report. Mr. Frerich requested approval of Partial Payment No. 2 to Lite Construction, in the amount of \$27,315.00 for Building P-1 Remodel Phase 3 Project. It was moved by Trustee Sotir seconded by Trustee Funkey, put to vote and unanimously carried that payment be made in the amount of \$27,315.00 to Lite Construction, for work completed on Building P-1 Remodel Phase 3 Project.

9015

Mr. Frerich requested approval of Partial Payment No. 4 to Lite Construction, Inc., in the amount of \$106,988.40 for Building J Improvements Project. It was moved by Trustee Sotir seconded by Trustee Funkey, put to vote and unanimously carried that payment be made in the amount of \$106,988.40 to Lite Construction, Inc., for work completed on Building J Building Improvements Project.

9016

Mr. Frerich requested approval of Partial Payment No. 3 to Visu-Sewer of Illinois, LLC, in the amount of \$138,910.50 for Farnsworth Interceptor CIPP Lining Project. It was moved by Trustee Sotir seconded by Trustee Funkey, put to vote and unanimously carried that payment be made in the amount of \$138,910.50 to Visu-Sewer of Illinois, LLC, for work completed on Farnsworth Interceptor CIPP Lining Project.

9017

Mr. Frerich requested approval of Partial Payment No. 1 to Dahme Mechanical Industries, Inc., in the amount of \$65,124.52 for Chlorination Improvement Project. It was moved by Trustee Sotir seconded by Trustee Funkey, put to vote and unanimously carried that payment be made in the amount of \$65,124.52 to Dahme Mechanical Industries, Inc., for work completed Chlorination Improvement Project

9018

Mr. Frerich requested approval of Partial Payment No. 2 & 3 to Walker Process Equipment, in the amount of \$126,770.00 and \$27,165.00 for H-3 Mechanism Replacement, Procurement Contract Project. It was moved by Trustee Sotir seconded by Trustee Funkey, put to vote and unanimously carried that payment be made in the amount of \$126,770.00 and \$27,165.00 to Walker Process Equipment, for work completed on H-3 Mechanism Replacement, Procurement Contract Project.

9019

Mr. Frerich requested approval of Partial Payment No. 3 to R.J. O'Neil, in the amount of \$17,244.00 for H-3 Mechanism Replacement, Installation Contract Project. It was moved by Trustee Sotir seconded by Trustee Funkey, put to vote and unanimously carried that payment be made in the amount of \$17,244.00 to R.J.

O'Neil, for work completed on H-3 Mechanism Replacement, Installation Contract Project.

In the Manager's Report, Manager Muth commented that with the construction of the South Plant, the question has been raised with regard to having a ground breaking ceremony and wanted the Board's recommendations. All Board members were in agreement that it would be a good idea to have a ground breaking ceremony in the spring.

Manager Muth advised the Board that Building P is progressing very well with Phase 3 of the restoration. There are four offices that are in need of furniture and the architect met with the employees that will occupy those offices and together came up with an efficient and cost effective plan. The architects have worked with a designer and have gone to the State of Illinois Procurement Agreement where they purchase large quantities of equipment and by doing that they will receive the best price. The price for the furniture that will go in the four offices and the conference room is \$65,000.00, this includes delivery and installation. Manager Muth advised the Board that this expense is in the budget and would like to move forward. The Board of Trustees concurred with the purchase of the equipment by a consensus vote of 4 to 0.


At 10:00 A.M., Manager Muth opened and read aloud bids received for Building O Roof Replacement Project as follows: Lite Construction – Total Bid \$104,700.00; RC Wegman – Total Bid \$144,600.00. The Engineer's estimate for this project was \$175,000.00; It was moved by Trustee Sotir, seconded by Trustee Funkey, put to vote and unanimously carried that the low bid of Lite Construction, be accepted for \$104,700.00 and the bid of RC Wegman for \$144,600.00 be held pending specification review by Fox Metro Water Reclamation District and Walter E. Deuchler Engineering Staff.

9020

Manager Muth continued with the Manager's Report and reviewed the completion of the 2015 Goals with the Board of Trustees. Under Plant Goals; Manager Muth reported that in 2015 total flow to the plant was 13.439 billion gallons which was higher than 2014 and 2013. The average daily flow was 36.78 MGD. Precipitation recorded at the plant was 39.89 inches in 2015 with a high of 41.22 inches in 2013 however we treated more water in 2015.

Suspended solids averaged 171mg/L influent, 2.17 mg/L effluent with an average removal rate of 98.5%. CBOD's averaged 132 mg/l influent, 2.5 mg/L effluent, with an average removal rate of 97.6%. Ammonia Nitrogen results averaged 17.0 mg/L influent, 0.37 mg/L effluent with an average removal rate of 97.8%.

Manager Muth reported that there was one overflow in 2015. The wet weather flow facility came on line at the end of 2015 due to the heavy rain in December and the last couple of years we average less than 1 overflow per year. In 2013 we had two overflows that is the year we had the 20 year storm event in April and we had the



electrical outage which stopped us from treating flows for a couple of hours. In 2015 we had an electrical outage at the plant on a Sunday afternoon. We lost one service and by the time we switched service thirty minutes had passed which caused us to have an overflow. Manager Muth said from 1994 to 2011 we averaged eight overflows per year and since having the wet weather flow facility on line we average less than one overflow per year.


In 2013 we had 38 inches of rain and had two overflows. In 2015, 410,000 gallons overflowed into the river and in 2013 1.7M gallons overflowed into the river. In 2015 we did not have an excursion and that means we did not have any violations. Fox Metro had 2,608 total compliance points that are measured for the Peak Performance Award application and we have met all of them based on what it has been submitted to the National Association of Clean Water Agency. This is an outstanding accomplishment. It takes Board leadership, a dedicated staff and help from our consulting engineering firm to make this happen. Manager Muth is proud say that the District accomplished this goal!

Manager Muth reported that the Air Main Demolition Project has been completed and the piping is now above ground. He explained a graph which illustrates the electrical usage kilowatt hour per million gallons treated and it showed a significant reduction in electrical usage based on having the new air main which saved the District \$418,393.00 last year.

Manager Muth said with regard to technical capabilities, the District's pilot study on biological nutrient removal (BNR) system was successful. It takes approximately fourteen days to develop the Phosphorous microorganisms. We obtained great data and the results were that on most days our process of BNR for Phosphorous will work in our tanks and we can reach the 1mg/l limit which will be imposed on the District in approximately five years by the IEPA.

Manager Muth advised the Board that the District submitted a 50 page report on Turbo Blower to the Department of Commerce Economic Opportunities on October 6, 2015 because that project will begin next year. The cost of the turbo blowers is approximately \$2.7M and we will try to obtain a grant to help with that expense. This project includes replacing three 900hp blowers with four 700hp turbo blowers. Fox Metro has also received a grant for \$2,400.00 for the installation for L.E.D. lighting.

Manager Muth advised the board that the District is making improvements to the air quality by shutting down our rectangular clarifiers in the summer which are the most odorous. The primary clarifiers are cleaned right after draining and a spray misting system is utilized when hauling filter cake to mask the odors. The use of Hydrogen Peroxide was also extended into November because of the warm weather and odor control is a topic at the bi-weekly Operations Work Group Meeting.



Manager Muth said with regard to Administrative Goals, the Employee Policy Manual was completed in July of 2015. Phase II of Building P was completed at the end of March. Moved SCADA to the Field office and software uniformity is ongoing.

With regard to Public Relations,

- District was involved in ten activities dealing with the drug take back program in 2015
- Our website was improved
- We are close to finalizing the kiosk at Sci-Tech
- Four of our employees did a one day middle school science demonstration
- Completed more plant tours in 2015 than in previous years
- Trying to integrate into STEM Program at Aurora University

Manager Muth reported that the District is moving to Catalytic Coaching Compensation Plan and had successfully negotiated pay for performance in Union contract. This was integrated into non-union employees as a bonus based on performance. Manager Muth said he is currently working with Trustee Sotir and Trustee Childress to share department goals prior to next Board Meeting.

Manager Muth said the District is taking team training very seriously and meets with each department every month. A Senior Management Team Meeting is also held every month and an Operations Work Group Meeting is held every two weeks. Manager Muth said his team is working close with Deuchlers and have a great working team and as a result of this communication the bar of expectations and performance has been raised and it has been excellent.

Manager said with regard to strategic planning the South Plant project has commenced. The contractor River City has mobilized and will have the first construction meeting tomorrow at 10:00 a.m., and will also meet with Speiss Construction at 1:00 p.m., to discuss the Waubensee river crossing project. Manager Muth reported that a rate study was completed in August of 2015.

Manager Muth updated the Board with regard to the lab. He said they are collecting and analyzing samples of the Fox River for the Fox River Study Group. They are moving to implement EPA Method 1631 (low level Mercury). MWRD of greater Chicago is the only public lab in the state who performs this type of testing. There are a number of commercial labs out of state that perform the test and our lab Supervisor feels he can intergrade this test in our lab. We currently perform nutrient analysis for Batavia, Yorkville and Sandwich.

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

The Regular Board Meeting adjourned at 10:25 A.M

