

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF FOX METRO WATER RECLAMATION DISTRICT
HELD WEDNESDAY DEECEMBER 19, 2018**

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 19, 2018. Present were, Trustee Judith S. Sotir, Trustee Michael C. Funkey, Trustee Christopher F. Childress, Trustee Dave Krahn and Trustee Albert Heriaud. Also present were Attorney Gregg Ingemunson, Manager Thomas F. Muth, District Engineer John Frerich, Human Resources Coordinator Patrick Divine, Business Manager Jimmie Delgado, Plant Manager Matt Woodin, Maintenance Supervisor, Chris Morphey, and Norma Rodriguez.

10389

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 November 2018 in the amount of \$3,221,681.45. Motion was seconded by Trustee Childress, put to vote and unanimously carried that the bills be paid as presented.

10390

It was moved by Trustee Childress seconded by Trustee Funkey, put to vote and unanimously carried that the Treasurer's Report for November, 2018 be approved as submitted.

10391

It was moved by Trustee Funkey, seconded by Trustee Childress, put to vote and unanimously carried that the minutes of the November 14, 2018 Regular Board Meeting be approved as written each of the Trustees having received, and read copies of said minutes before the meeting.

10392

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 9:35A.M.

In the Committee of Local Improvements, Manager Muth reviewed with the Board the 2019 District's Goals.



PLANT GOALS

1. Meet or Exceed all NPDES Permit Requirements
2. Work towards an Accident Free Workforce
3. Start up Phosphorus removal at the North Plant and optimize efficiency
4. Finalize the South facility and begin operation of the BPR process
5. Begin Phase II of O&M construction by end of May
6. Remove and replace H-5 equipment

ADMINISTRATIVE GOALS


1. Safety Manual update for Board review in February
2. Policy Manual update for Board review in April
3. Grease Ordinance for Board Review in June
4. User Fee Ordinance for Board Review 3 months after NPDES permit renewal
5. Review and update all Laboratory Procedures
6. Continue cross training and education initiatives

STRATEGIC GOALS

1. Work with Agencies and Groups to Improve the Environment
2. Increase public awareness of flushable wipes
3. Complete a Rate Study

Manager Muth continued with the Committee of Local Improvements and discussed Public Relations Endeavors. He gave a presentation that included videos regarding flushable wipes that will be downloaded on the District's website for the public to view. These videos show and explain the harm flushable wipes, grease and other items create in the sewer system. Discussion ensued regarding different ways to communicate, educate and raise awareness regarding the harm oil, grease and flushable wipes create because flushable wipes do not break down the way toilet paper does. The District needs to be a steward of the community.

Trustee Funkey suggested the District distribute these videos to the primary schools in the area and introduce it as part of their science or biology class. He also suggested having a representative of Fox Metro attend different schools and promote awareness. The best way to raise awareness is to start with kids. He also suggested the District distribute informational material to



hospitals in the area on the harm disposable wipes create where they can include it in the materials for their patients.

The District will also try to raise awareness at Greenfest, Fox River Clean-up, and other events that Fox Metro participates in throughout the year.

Trustee Sotir discussed the Fox Metro display at Sci-Tech and advised the Board that ballot cards have been placed at the District's exhibit so the children can name Fox Metro's mascot. She mentioned the talent of the Fox Metro employee who drafted drawings of the "Fox" that will be utilized for stickers and other public relations materials that will be distributed to promote Fox Metro.


Trustee Funkey suggested purchasing an inflatable fox with the Fox Metro Logo and utilize it at the different events the District participates in to promote and raise awareness on the issues previously discussed. He also suggested purchasing portable signs that can be placed at various pumping stations at the District as a different method of advising the public of the harm oil, grease and flushable wipes cause on the sewer system and the way this impacts the user fees.

At this time, it was moved by Trustee Funkey, seconded by Trustee Childress, put to vote and unanimously carried that the Committee of Local Improvements be adjourned and the Regular Board Meeting be reconvened.

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

In Public Comments Bob Skidmore from Sho-Deen Group addressed the Board. He stated his group is currently in the process of developing two lots in Oswego Hudson Crossing and they are trying to annex into Fox Metro. They want to present the Annexation Petition at the January Board Meeting but he wanted to bring to the Board his request of only annexing one lot at a time that is contiguous with the District instead of both lots. He said they are constructing one building first and a second building at later date.

Mr. Skidmore was advised by Fox Metro staff that his company had to annex both lots at the same time and he is requesting to only annex one. Trustee Krahn inquired why Sho-Deen Group does not want to annex both lots at the same time. Mr. Skidmore replied because they do not know when they are going to start construction on the other building. Trustee Childress asked if there was any financial consideration and Mr. Skidmore said the only issue is that they do not have the timing of when the next building is going to go up.



Mr. Skidmore said he already has an Annexation for both lots with the Village of Oswego. Manager Muth said there may be a need for two meetings for this annexation because it may have to be served by Agreement. Staff will have to research if everything is contiguous and try to get this resolved.


Attorney Ingemunson inquired what the cost of Annexation is. Mr. Skidmore said the property he is looking to annex is 1.6 acres and the cost is approximately \$1,600.00 per acre. Trustee Childress inquired why Mr. Skidmore does not want to annex both lots at the same time if the cost is minimal. Mr. Skidmore replied because his company would only want to annex one lot at a time. Trustee Childress asked if Sho-Deen Group is asking for a variance to Fox Metro's Ordinance. Mr. Skidmore said that it is his opinion that this can be done because the Ordinance just states that it has to be contiguous. He said he would be happy to work with staff in the next month to bring this Annexation for approval at the January Board meeting. Trustee Kran stated he does not understand why both lots are not annexed into the District at the same time. This project is going to cost approximately \$16M and the Board finds it difficult to understand why Sho-Deen Group does not want to spend another \$2,000.00 to annex the other lot.

The Board advised Mr. Skidmore that they will do research on the Ordinance and would take his request under advisement.

Mr. Phillippe Moreau announced that he would be retiring and December 31, 2018 will be his last day of employment with Deuchler and Associates. He said it has been a pleasure working with the District during the past forty years and he would be available if there was need for his expertise and historical knowledge that he has with the District. The Board thanked Mr. Moreau for his valued years of service as District Engineer and wished him the best of luck in his new endeavors.

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. 36 to River City Construction, Inc., in the amount of \$1,039,253.11 for South Waste Water Treatment Facility Project. It was moved by Trustee Funkey seconded by Trustee Childress, put to vote and unanimously carried that payment be made in the amount of \$1,039,253.11



to River City Construction, Inc., for work completed on the South Waste Water Treatment Facility Project.

10395

Mr. Frerich requested approval of Partial Payment No. 13 to Whittaker Construction, Inc., in the amount of \$746,202.60 for the North Plant Improvement Project. It was moved by Trustee Funkey seconded by Trustee Childress, put to vote and unanimously carried that payment be made in the amount of \$746,202.60 to Whittaker Construction, Inc., for work completed on the North Plant Improvement Project.

10396

Mr. Frerich requested approval of Partial Payment No. 5 to Whittaker Construction, Inc., in the amount of \$177,111.00 for Primary Sludge Valve Vault and Piping Improvements Project. It was moved by Trustee Funkey seconded by Trustee Childress, put to vote and unanimously carried that payment be made in the amount of \$177,111.00 to Whittaker Construction, Inc., for work completed on Primary Sludge Valve Vault and Piping Improvement Project.

10397


Mr. Frerich requested approval of Partial Payment No. 1 to Lite Construction, Inc., in the amount of \$22,140.00 for the Oswego Pump Station Generator Building Replacement Project. It was moved by Trustee Funkey seconded by Trustee Childress, put to vote and unanimously carried that payment be made in the amount of \$22,140.00 to Lite Construction, Inc., for work completed on the Oswego Pump Station Generator Building Replacement Project.

In the Manager's Report, Manager Muth requested the Board approve the Holiday Schedule and Board Meeting Dates for 2019.

10398

It was moved by Trustee Funkey seconded by Trustee Childress, put to vote and unanimously carried that the Holiday Schedule and Board Meeting dates for 2019 be approved as submitted.

The next item discussed in the Manager's report was a Solar Update. Manager Muth stated Mr. Peterman from GRNE and Trustee Childress have done a tremendous job on this project. The solar project progressed through the Planned Commission in Montgomery. Manager Muth along with Mr. Peterman and Trustee Childress attended Montgomery's Board Meeting last week and it went well. It seemed that everyone was in favor of the project. Trustee Childress was called upon to answer questions and address any concerns. The issue is that the Special Use Permit is expected to be approved on January 14, 2019 and the application package for solar needs to be submitted on January 15, 2019. It is a highly anticipated that there will be a lot of competition for the RECs.



Trustee Funkey suggested to the Board that a yearly special Board Meeting be held and invite all Illinois Legislators to attend to update them on the activities, projects, and goals of the District. All Board members unanimously agreed and scheduled the first Annual Fox Metro Legislative Update and Special Meeting of the Board of Trustees for January 25, 2019 at 9:00 a.m. An invitation to this meeting will be sent to all Illinois Legislators and the meeting will be posted in the newspaper.


The next item in the Manager's Report is the O&M Building Update. Manager Muth advised the Board that approximately one year ago Architect Mike Brown attended a Board Meeting and summarized the progress of the O&M Building project. He presented drawings and materials that would be used in the building and explained that Phase I had been completed at a cost of approximately \$750,000.00 and that the remainder of the project would be completed at a cost of approximately \$8.5M.

Manager Muth reported that Fox Metro has gone through all the zoning, archeological studies, and it took many months to get that coordinated, implemented, and finalized. He stated that Doyle Construction was hired to provide the District with a cost estimate of the project and complete a construction schedule. Recently Doyle presented Management with their estimate of the cost of the project and the estimate came in at \$17.5M. This is double the original estimate. Obviously, this proposal was rejected and Management has eliminated Doyle from the process to become the District's Construction Manager. When a Request For Qualification was sent out by the District a few months ago, four contractors were chosen, Doyle being one of them. Now Management will be interviewing another candidate and Manager Muth will advise the Board with the progress.

At this time Manager Muth requested an Executive Session to discuss 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.

Trustee Funkey inquired the status of the natural plantings throughout the District and pumping stations. He said the natural plantings would cut the cost of mowing maintenance. Manager Muth responded that due to current construction at the plant, the natural plantings will take place when the construction is completed. Also, the County has control of what the District can plant at the Orchard Road pumping stations. It was also stated that all



natural plantings have to be mowed two times per year to help germinate and keep large shrubs and trees from growing up in the prairie bases areas.

Meeting temporarily adjourned at 11:10 A.M

10400

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

10401

It was moved by Trustee Funkey, seconded by Trustee Childress, put to vote and unanimously carried that the Executive Meeting Minutes of June 20, 2018 to November 14, 2018 be approved as recommended by Manager Muth and all remain closed.

10402

It was moved by Trustee Funkey, seconded by Trustee Childress, put to vote and unanimously carried to approve the recommendations of the committee with regard to Manager Muth's pay increase as proposed in Executive session and his eligibility for the efficiency incentive bonus.

10403

It was moved by Trustee Funkey, seconded by Trustee Heriaud, put to vote and unanimously carried to approve the annual wage increases for all non-union employees effective January 1, 2019.

At this time Trustee Sotir congratulated all of the Fox Metro employees who celebrated birthdays in the month of December.

There were no decisions made in Executive Session.

10404

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.