

GLENBARD WASTEWATER AUTHORITY  
**Executive Oversight Committee**  
**Minutes**  
**March 9, 2017**  
**Meeting held at the Glenbard Wastewater Plant**  
**21 W 551 Bemis Rd, Glen Ellyn, IL**

Members Present:

Keith Giagnorio	President, Village of Lombard
Dean Clark	Trustee, Village of Glen Ellyn
Mike Fugiel	Trustee, Village of Lombard
Mark Franz	Village Manager, Village of Glen Ellyn
Scott Niehaus	Village Manager, Village of Lombard
Julius Hansen	Public Works Director, Village of Glen Ellyn
Carl Goldsmith	Public Works Director, Village of Lombard

Others Present:

Erik Lanphier	Executive Director, GWA
Matthew Streicher	Engineer/Assistant Director, GWA
Rick Freeman	Electrical Superintendent, GWA
Jay Dahlberg	Maintenance Superintendent, GWA
David Goodalis	Operations Superintendent, GWA
Laurie Frieders	Environmental Resources Coordinator, GWA
Gayle Lendabarker	Administrative Secretary, GWA
David Koch	Black & Veatch
William Hrabak	GWA Legal Consultant, Goldstine, Skrodzki,, et al

1. Call to Order at 7:33 a.m.
2. Roll Call: President Giagnorio, Trustee Clark, Trustee Fugiel, Mr. Niehaus, Mr. Goldsmith and Mr. Hansen answered "Present". President Demos was excused. Mr. Franz arrived at 7:45 a.m.
3. Pledge of Allegiance
4. Public Comment
5. Consent Agenda - The following items are considered to be routine by the Executive Oversight Committee and will be approved with a single vote in the form listed below:

*Motion the EOC to approve the following items including Payroll and Vouchers for the months of February 2017 totaling \$343,108.22. (Trustee Clark)*

**Mr. Clark motioned and Mr. Fugiel seconded the *MOTION that the following items on the Consent Agenda be approved. President Giagnorio, Mr. Clark, Mr. Fugiel, Mr. Niehaus, Mr. Goldsmith, and Mr. Hansen responded “Aye” during a roll vote. The motion carried.***

- 5.1 Executive Oversight Committee Meeting Minutes:  
○ February 9, 2017 EOC Meeting

- 5.2 Vouchers previously reviewed by Trustee Clark  
○ February 2017

- 5.3 Three Year Janitorial Service Contract Approval Request

The janitorial contract has expired and proposals from three vendors were requested back in early January. As only two (2) qualified proposals were received, the decision was made to advertise the proposal request and see if the advertisement garnered any additional qualified proposals. All proposals were due by 2:00 p.m. on Wednesday, February 22, 2017. In the weeks leading up to the proposal due date, eight (8) vendors walked through the facility to garner a better understanding of the scope of services needed.

RCC Cleaning presented the lowest proposal of \$1,020 per month for five day a week cleaning. The total cost of the contract is equal to \$36,720. GWA will realize a cost savings during this time period of \$7,524 over the current vendor.

Therefore, GWA would like to request the EOC award a three (3) year contract to RCC Cleaning of Mt. Prospect, Illinois in the amount \$36,720 of which \$9,180 (nine months of service effective April 1, 2017) to be invoiced to account 270-520971 during CY2017.

- 5.4 Three Year Refuse Hauling Contract Approval Request

The Glenbard Wastewater Authority advertised and distributed notices via email to the area's solid waste disposal companies, as well as posted it on our website. Sealed bids were received at the Authority at 11:00a.m. February 22, 2017 at which time, bids were to be opened and read. The Authority only received one (1) bid, which was from our incumbent waste hauler, Republic Services.

The Authority has also enjoyed a beneficial working relationship with Republic Services and staff has no complaints with the manner in which their drivers have conducted themselves both in the plant and on the roadways around the facility.

Based on the reduction of costs for the most routinely hauled containers (2yard) and the modest increases for the recycle and garbage containers (8 yard) it is the

Authority's recommendation to retain Republic Services as our solid waste hauler.

Therefore, the Authority would like to request the EOC award a three (3) year contract to Republic Services of Elgin, IL per the contract terms.

#### 5.5 Emergency High Voltage Electrical Work Approval Request

On November 2, 2016, at approximately 17:56 hours, the plants SCADA System recorded a utility loss, and the Operator On-Call was notified by WIN-911 (SCADA System alarm dialer). At this time, Co-Gen comes online to power the entire facility. The Operator On-call subsequently responded to the alarm and arrived onsite shortly thereafter.

At approximately 20:16 hours, Com-Ed arrives onsite and inspect the utility feeders at the pole near the Administration Building. They indicated/determined the 13kV feeders had been struck by lightning, whereby two of the three feeders were completely severed downstream of Com-Ed's metering equipment, just prior to entering a vertical conduit that feeds the utility breaker in the Co-Gen Building. Com-Ed refuses to make repairs stating anything downstream of their metering is the owners (GWA) responsibility. Subsequently our Com-Ed account rep was contacted who res-states Com-Ed's refusal to make the needed repairs.

On the following morning, November 3, 2016, at approximately 09:00 hours, Meade Electric arrived onsite to assess the damage and formulate a plan for needed repairs. It is agreed that refurbishment at the utility pole and replacement of the underground feeders to the first available handhole will need to be undertaken. Repair work commences shortly thereafter and continues until November 4, 2016 at approximately 16:30 hours, when repairs and cable testing is completed, quite a long ordeal. At that time, Co-gen is taken off-line and the plant returns to utility power.

On February 8, 2017, we received an invoice for the emergency repairs to our utility feeders and refurbishment at the utility pole, in the amount of \$31,529.87, of which \$10,984.46 is for materials and \$20,545.41 labor.

*Motion the EOC to waive competitive bidding for this Emergency Service Per Administrative Order No. 3 Section C (1c) and to award payment to Meade Electric of Chicago, IL in the amount of \$31,529.87 to be invoiced to Capital Account 40-580140.*

- 6. Discussion
  - 6.1 Facilities Improvement Project – Update

*Mr. Streicher provided a project update indicating that the dewatering claim had been denied and that the project will continue as the contractor and sub-contractor continue work through the issues.*

6.2 February 15, 2017 Power Fault – Update

*Mr. Freeman explained the events of February 15, 2017 which resulted in electrical fault which caused the plant to lose power to key equipment located throughout the plant. Mr. Freeman provided details regarding the actions taken to get all of the plant processes up and operating until the part could be ordered and installed. Mr. Freeman highlighted that the entire power grid system is close to forty years old and was originally designed and installed by ComEd and is a high voltage system which requires special training to work with.*

*Discussions centering on the prospect of moving the planned electrical service, backup & redundancy project from the 2019 and 2020 capital budgets to calendar years to 2018 and 2019 occurred resulting in a general consensus that the system upgrade needs to take place sooner rather later.*

7. Other Business

7.1 Technical Advisory Committee – Update

7.2 Pending Agenda Items

8. ***Next EOC Meeting*** – The next regularly scheduled EOC Meeting is set for ***Thursday, April 13, 2017 at 7:30 a.m. at the Glenbard Facility.***

**Mr. Clark moved to adjourn the February 9, 2017 EOC Meeting and Mr. Fugiel seconded the MOTION. The members responded unanimously to a verbal call of “Aye”. The motion carried. The meeting adjourned at 8:22 a.m.**

Submitted by:

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Gayle A. Lendabarker  
GWA Administrative Secretary