

GLENBARD WASTEWATER AUTHORITY  
Executive Oversight Committee  
Minutes  
August 8, 2019  
Meeting held at the Glenbard Wastewater Plant  
945 Bemis Road, Glen Ellyn, IL

Members Present:

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| Diane McGinley     | President, Village of Glen Ellyn             |
| Keith Giagnorio    | President, Village of Lombard                |
| Kelli Christiansen | Trustee, Village of Glen Ellyn               |
| William Ware       | 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:

|                   |  |
|-------------------|--|
| Matthew Streicher | Executive Director, GWA                  |
| Tom Romza         | Assistant Director/Engineer, GWA         |
| David Goodalis    | Operations Superintendent, GWA           |
| Jon Braga         | Interim Maintenance Superintendent, GWA  |
| Ashley Staat      | Environmental Resources Coordinator, GWA |
| Christina Coyle   | Finance Director, Village of Glen Ellyn  |
| Tim Sexton        | Finance Director, Village of Lombard     |
| Gayle Lendabarker | Administrative Secretary, GWA            |

1. Call to Order at 8:00 a.m.
2. Roll Call: President McGinley, President Giagnorio, Trustee Christiansen, Trustee Ware, Mr. Franz, Mr. Niehaus, Mr. Goldsmith, and Mr. Hansen answered "Present".
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 part of the month of July 2019 totaling \$2,126,368.91 (Trustee Christiansen).*

**Trustee Christiansen motioned and President Giagnorio seconded the MOTION that the following items on the Consent Agenda be approved. President McGinley, President Giagnorio, Trustee Christiansen, Trustee Ware, Mr. Franz, Mr. Niehaus Mr. Hansen and Mr. Goldsmith responded "Aye" during a roll vote. The motion carried.**

- 5.1 Executive Oversight Committee Meeting Minutes:
  - July 11, 2019 EOC Meeting
- 5.2 Vouchers previously reviewed by Trustee Christiansen
  - July 2019

6. Screw Pump Cover Materials Purchase Approval

In September of 2011, the treatment plant experienced a power outage that caused the intermediate pump station to surcharge and submerge the lower bearing of the screw pumps. Staff was able to restore power and put the intermediate pump station back into operation without pumping down the surcharged condition. The buoyancy of the water in the pump station caused the lower bearings of the screw pumps to fail and the large screw to “walk” up the walls of the station. This caused damage to a lot of the infrastructure including the covers of the screw pumps. While the essentials for operation were replaced and repaired, the covers were never repaired. The entirety of the west screw and the lower portion of the east screw have been exposed since this incident. It is GWA’s intention to replace these covers in order to improve public image, in terms of odor control, and increase the safety of entering the screw pump station during routine maintenance. The Authority’s maintenance staff will install the materials in-house, which saves approximately \$20,000 in contractor costs.

It is recommended that the EOC award RPS Engineering the 2019 Polyester Formed FRP Covers for the Screw Pump Station contract in the amount of \$38,300. This amount will be taken out of the designated fund in CY2019 Approved Budget, Fund 40 580150 Plant Equipment Rehabilitation, which is currently budgeted for \$45,000.

*Mr. Streicher advised that in 2011 there was a failure with the west screw pump which caused the cover to be ripped off; at that time, the decision was made to hold off on replacing the covers due to possible changes to the biological process for phosphorus removal; which would have resulted in significant changes to the screw pump station; however, it has now been determined these changes are many years down the road and the process will be a chemical process in the interim, which will not need changes to the station. Therefore, staff decided to move forward with replacing the covers for the sake of safety, as well as some odor mitigation. Mr. Streicher indicated that GWA had advertised this project, but had not received any bids in response; therefore, the decision was made by GWA staff to purchase covers from the vendor who had provided the budgetary number and perform the installation in-house to realize approximately \$20k in cost savings.*

***Mr. Franz motioned and Trustee Ware seconded the Motion to award RPS Engineering the contract in the amount of \$38,300 for the Polyester Formed RFP Covers for the Screw Pump Station. The funds will be allocated from the CY019 Approved Budget, Fund 40-580150 Plant Rehabilitation Fund. President McGinley,***

***President Giagnorio, Trustee Christiansen, Mr. Franz, Mr. Niehaus, Mr. Goldsmith, and Mr. Hansen responded “Aye” during a roll vote. The motion carried.***

7. Approve updated Pretreatment Language, Definitions, Local Limits, and Enforcement Response Plans for use in Member Agencies Sewer Use Ordinances

Motion to approve all language and modifications for use in Member Village’s Sewer Use Ordinances

*Ashley Staat, GWA’s Environmental Resources Coordinator provided an explanation for the motion in that acceptance is required in order for the USEPA to approve the document which will allow her to enforce the Pretreatment regulations, Local Limits and Enforcement Response Plans on various entities within the Villages who need to comply. This is also a requirement per GWA’s NPDES permit.*

*Mr. Streicher indicated that once approved by the EOC, each Village will need their respective Village Board’s to adopt the new documents; he stated that GWA would assist the Village of Glen Ellyn in incorporating the language into their sewer use ordinance, and the Village of Lombard already is moving forward with recommending adoption.*

***Mr. Goldsmith motioned and Trustee Ware seconded the motion to approve the updated Pretreatment Language, Definitions, Local Limits, and Enforcement Response Plans for use in Member Agencies Sewer Use Ordinances as outlined. President McGinley, President Giagnorio, Trustee Christiansen, Trustee Ware, Mr. Franz, Mr. Niehaus and Mr. Hansen responded “Aye” during a roll vote.***

8. Discussion

- 8.1 Facility Improvement Project Update

*Mr. Romza indicated that while there has been progress, with a majority of the work related to submittals and discussions concerning punch list work on the disc filter portion of the project, the main progress is that the concrete pour plan has been approved by the design engineer and the pouring of concrete will be on Friday, August 9<sup>th</sup>. Mr. Romza complimented Boller on having everything in place and ready to go immediately upon approval by Black & Veatch. Mr. Romza advised that this phase will still take a few months as the pours must take place in stages to allow for each level to cure before the next pour can begin.*

*Mr. Romza added that an updated schedule was also received from Boller that reflects a completion date of July 2020 which is still 7 to 8 months behind schedule. Mr. Streicher reminded the EOC that per the contract \$2,000 in liquidated damages can be assessed per day for every day the Contractor is behind schedule regardless of whether or not GWA sustains*

*any type of damages or not. Mr. Streicher indicated that the revised contract had a substantial completion date of October 19, 2019; therefore, damages could be in the ball park of \$580,000.*

*Mr. Goldsmith asked if that is enough to cover the dewatering costs. Mr. Romza advised that the dewatering costs through the month of June had been submitted and included details, it was up to \$500,000, granted there are some calculations that will reduce GWA's share of the costs. Staff has also advised Boller that they will not be paying for the dewatering costs associated with the delay in the concrete pour submittal being approved, as these delays were a result of Boller's failure to submit an acceptable pour plan. Boller has not yet contested this either. Mr. Franz asked at what point dewatering costs will not be a factor. Mr. Romza indicated that once Boller can start backfilling, the dewatering will not longer be necessary. Mr. Romza stated that the rental on the pumps is \$18,000/month and that GWA had a conversation with Boller indicating that these should be for at this point; therefore, they should no longer be charging rental rates, and they need to discuss the matter with United Rentals. Mr. Romza advised that Boller claims they did speak with United but there has not be any further discussion on the matter. Mr. Romza added that another expense is electric as the size of the six (6) pumps require a lot of power to keep them running non-stop.*

*President McGinley asked how often GWA rents from United Rental. Mr. Streicher indicated not often. President McGinley added that if United Rental is not cooperative in considering the pumps paid for, to let her know and the Villages will get involved.*

*Mr. Niehaus asked Mr. Streicher if he was satisfied with the current communications between Black & Veatch and Boller. Mr. Streicher advised that for the last month and a half, he is and applauds the efforts of both to try and find a resolution to the problem.*

*Mr. Romza brought up the fact that Black & Veatch has been working without a contract and they have reached out to discuss re-opening a contract as they claim to be \$85,000 in the hole since their original agreement expired. Mr. Romza indicated that a scope of work was received from them back in November, however they have yet to submit any costs for additional oversight on the project. Mr. Streicher indicated that the reason they have not indicated any fees to date are that the project completion date was not firm, therefore, they could not calculate a fee schedule. Mr. Streicher added that they will be looking to get paid for these outstanding fees as part of any new agreement and recommended that any fee schedule they present not include any potential delays on Boller's part, because after the substantial completion date if there are*

*any further delays, costs will be associated with damages and may be easier to go after Boller for.*

*Mr. Hansen inquired about costs for additional construction oversight by Black & Veatch. Mr. Streicher indicated that he had invited them to the next TAC meeting to discuss this, as Black & Veatch believes Boller may need a higher level of oversight than what GWA staff is able to provide in-house to help them stay on track. Mr. Franz asked if it was typical for Black & Veatch to act as chief negotiator in the event of any ongoing disputes. Mr. Streicher indicated that it will be an element discussed with them. Mr. Hansen asked if the number of hours of oversight will be higher than typical. Mr. Streicher indicated he would have to wait and see if Black & Veatch offers multiple scenarios for level of service.*

*Mr. Niehaus asked if Boller was aware that they are under the gun to perform or have their bond pulled. Mr. Romza indicated that they were aware of the situation.*

*Trustee Christiansen asked if it would be a good idea to incorporate some milestones for Boller to meet. Mr. Streicher indicated that it is worth considering since it is being done on some other projects.*

*Mr. Romza mentioned the hypo pumps will result in a change order as a request for a price to upsize the pumps to make the system work properly has been made. Mr. Streicher advised that GWA will be purchasing the pumps on their own and will be asking the TAC to waive competitive bidding as the vendor will be taking in the smaller pumps in trade to help offset the costs of the larger pumps.*

## 8.2 CY2020 Budget

*Mr. Streicher presented several different options for the CY2020 budget for discussion.*

*Mr. Streicher indicated that he recommends a three percent (3%) increase which would include financing two future projects and pursuing a future odor control project. Mr. Franz indicated that while further conversations need to take place for future years, the CY2020 budget should include the recommended three percent (3%) increase. Mr. Streicher confirmed he will finalize the CY2020 budget to include the recommended increase, and loan expenses for two (2) future projects for presentation to the EOC at the next meeting.*

*Mr. Niehaus indicated that there had been discussions between the two Villages about future increases and how to best communicate sewer rate*

*increases to the residents of both villages and believes that by showing the residents their costs for treatment compared to other communities they can have a better understanding of the fact that while the costs are going up, their costs may not be that out of line in comparison to surrounding communities; additionally, the comparison will be a plus to have on hand for the Full Board so they can see as well. Mr. Niehaus indicated that he would like to see a five to seven (5 to 7) year average of past capital increases as he believes the EOC has been tight in only going with a one percent (1%) for the past several years and believes that when compared to the surrounding sanitary districts, GWA will be again be lower, and that by trying to include a three percent (3%) for the next few years will be seen as playing catch up rather than building a reserve. Mr. Streicher indicated that at the last EOC meeting he had provided a summary of the past capital contribution increases from GWA, as well as capital budget amounts from several other local facilities, which were about 8%-10% increases annually. Mr. Niehaus added that the Village of Lombard would be happy to provide assistance from their communications department to the Village of Glen Ellyn so a uniform message could be distributed to the residents of both Villages. Mr. Franz indicated that a deeper look into some of the revenue streams also needs to be done to help determine contributions after 2020.*

*Mr. Goldsmith asked when the new facility plan would be completed. Mr. Streicher indicated that it is complete and was presented and accepted at a previous meeting. Mr. Goldsmith asked if the plan included the odor management plans. Mr. Streicher indicated that it did and he included one project from the plan into the CY2020 capital budget plan in order to help keep the budget more reasonable. Mr. Streicher stated that the odor control project he included in the budget is one that is a more traditional option and has been done by other local agencies and noted that Fox River Water Reclamation undertook a multi-million-dollar project all because of a single neighbor who persistently complained. Mr. Goldsmith noted that Fox River also has larger annual capital revenue.*

*President McGinley indicated that she would like to review the weather patterns because the reports she's asked for include weather patterns and these patterns show that there has been a shift, and a case can be made off doing any type of odor control if the elements have changed, and she feels it is the duty of GWA and the Villages to respond to elements that have changed permanently that are out of our control; so, rather than rest on the complaints of a resident, we need to take a look at what the elements are and respond that. President McGinley added that one of the reports she saw indicated that thirteen (13) of the last fifteen (15) weather elements occurred in the last two (2) years; so, if that element is going to stay consistent, then that is the element we should be responding. Mr.*

*Streicher indicated that the report she is referring to reflected flow more than it did weather and the one factor that has led to the reduction of flow is a result of the reduction of inflow and infiltration by both the Villages and Illinois American Water, and even new processes at GWA.*

*Mr. Goldsmith asked if the odor control project should be removed from the budget so it does not give a false sense to any resident who may look at it. Mr. Streicher indicated he would like to leave it in the budget as a way of showing that GWA is taking some sort of steps to do something. Trustee Christiansen asked if it was a matter of perception that the item in the budget meant something to control the problem was imminent. Mr. Goldsmith added that the question still remains that those in the immediate area are reaping the benefit of lower purchase price of their homes due to their proximity to the plant, and that Village of Lombard looks at it from the perspective that the benefiting properties from the odor control program should have to pay in some form, whether through a special service area or some other form that recoups some of that cost, since those living on the far northwest side of Glen Ellyn and most Lombard residents would not benefit from any type of odor control program; therefore, Lombard would seek an equitable way to assign those costs. President Giagnorio expressed his concerns that even after any odor projects are completed there will still be complaints purely due to the nature of the process. Mr. Niehaus noted that it is a subjective problem because an engineer will say they can design a facility that will result in zero odors all the while knowing that there are no guarantees there will never be any odors.*

*Mr. Hansen asked how many projects were recommended and which one was being considered in the budget. Mr. Streicher indicated that project he thinks would work best is to cover the primary tanks where the water overflows and creates the odors and then draw air out that area and put it through a biological treatment system as well as the draw the air out of the gravity thickener, which is a covered tank at the present time and where all the sludge concentrates and thickens and is closest to the residents. Mr. Streicher indicated he had advised Mr. Hansen that this tank currently has a fan on it and that a deodorizing system will be added to it at a cost of \$4,500 in an effort to help mitigate odors from this source. Mr. Streicher did indicate that while the recommended project calls for a biological process, there are similar, less expensive options that could be considered as this the system would only be used two (2) to three (3) months each year.*

*President McGinley indicated that she feels the GWA is going down the right path but further due diligence needs to be undertaken in the coming year.*

*Mr. Niehaus asked if Mr. Streicher was seeking input on whether or not to leave the line item in the budget. Mr. Streicher confirmed that he would like some direction on the matter, considering that in the CY2019 capital plan Mr. Goldsmith had recommended a dollar amount with “odor control” listed next to it, so the same thing can be carried over for CY2020; which would give him the ability to show the residents that there is something in the works to address the issue without providing project specific details.*

*Mr. Streicher noted that the budget also saw a reduction in insurance costs based on information provided by Christina Coyle. At this time, based on the 3% capital contribution, there will be a 5.5% increase for the Village of Lombard and a .5% increase for the Village of Glen Ellyn with the overall total being a 3.3% increase over the CY2019 budget.*

*Mr. Niehaus asked what the increase allocation for salaries was. Mr. Streicher advised a 2.75%.*

*Mr. Franz asked when the first draft will be presented to the EOC. Mr. Streicher indicated in September, with approval in October and then the Full Board approval in November at the annual meeting to be hosted by the Village of Glen Ellyn.*

*Mr. Streicher referred to his Director’s report that during the month of June GWA received five (5) odor complaints with four (4) being from the same person. Mr. Streicher indicated that in the first full week of August that he received five (5) calls on Friday, August 2<sup>nd</sup> alone from a different group of residents who have threatened to get the media involved again, Mr. Streicher believes the larger volume of calls were again due to the low flows and cooler air temps. President McGinley indicated in the past when she has spoken with Mr. Streicher about complaints, that the wind had shifted, directing the odors in a different direction and asked if this variable is tracked. Mr. Streicher indicated that it is on weather station on the web site since the feature was added in 2017, and is tracked with the complaints that are logged. Mr. Franz noted the lack of rain. Mr. Streicher stated that overnight flows are as low as 4mgd with air temps in the 60’s, but warmer water temps produce more hydrogen sulfides, and the wind out of the northeast puts the residents on Buckingham in the direct path of the odors. Mr. Franz asked if it would be a positive measure to send out a blurb to residents explaining the factors that contribute to the odors. Mr. Streicher advised that an email blast had been sent to the neighbors; however, there are only 115 names on the blast list and that after speaking with residents who are not on the email blast, copies will be mailed to the same list as those we sent the open house invitation to.*



*President McGinley asked if the residents in the East typically received odors and if the odors are being masked by the deodorizers. Mr. Streicher indicated that the residents to the east are not subjected to the odors due to the fact that there is the open space of the ComEd easement that allows for the odors to dissipate before reaching the homes, unlike the neighbors directly on the border of the GWA's fence lines.*

*Trustee Christiansen asked if there some sort of notice that we can add to the web site that alerts the neighbors of the potential for odors. Mr. Streicher indicated that the neighbors will argue that the odors are connected to the intake of FOG and often state that the odors have not existed in previous years, and explains to them that he has lived and went to school in the area and always remembers odors from this facility.*

*Mr. Goldsmith asked if there was some sort of tracking mechanism that tracks odor complaints versus the rain fall and plant flow. Mr. Streicher indicated that a report tracking those specific details had been created. Mr. Goldsmith added that he is guessing that back in May and June when there was rainfall, there were no odor complaints but now that the flow has diminished the odors are back and feels that a chart of graph on the web site showing the last eighteen months might help.*

*Mr. Streicher indicated that things are moving forward with the purchase of the property at 1S641 Bemis Road, with Greg Dose working on a purchase agreement. Mr. Streicher indicated that one element not originally discussed with the EOC was lawn maintenance, and that the seller has requested as part of the agreement that GWA take over the lawn care, except for a fenced area for his dog. Mr. Streicher stated that if GWA had taken immediate possession of the property after a closing, the expense would have been ours from the beginning and taking on the burden of this expense, approximately \$1,500 for the year is not a deal breaker in his mind and the was included in the CY2020 budget.*

9. Other Business
  - 9.1 Technical Advisory Committee Updates
  - 9.2 Pending Agenda Items
  - 9.3 September and October 2019 EOC Meeting

*Mr. Streicher indicated that he and Mr. Romza will be attending an IAWA meeting the same date as the September meeting and then he is scheduled for vacation at the time of the October meeting but feels Mr. Romza will be able to run the meeting. Mr. Niehaus asked if there was any reason to hold a September meeting. Mr. Streicher indicated that other than to present the draft budget for review at this time he does not know of any*

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*other agenda items. Mr. Niehaus asked if there was a way to combine the September and October meeting. Mr. Streicher indicated that as long as the EOC does not object to seeing a draft CY2020 budget and approving it at the same meeting. Mr. Franz stated that with all of the discussions and input on the budget thus far, there would not be any reservations for the presentation and approval to take place at the same time.*

*President McGinley recommended some dates at the end of September beginning of October. Mr. Niehaus suggested Wednesday, October 2<sup>nd</sup> as it seemed to be the best option.*

10. ***Next EOC Meeting*** – The next regularly scheduled EOC Meeting is set for Thursday, September 12, 2019 at 8:00 a.m. The September EOC meeting will still be held ***in the Conference Room at the Glenbard Wastewater Authority, 945 Bemis Road, Glen Ellyn, IL 60137.***

**Mr. Niehaus moved to adjourn the August 8, 2019 EOC Meeting and Trustee Ware seconded the MOTION. President McGinley, President Giagnorio, Trustee Christiansen, Trustee Ware, Mr. Franz, Mr. Niehaus, Mr. Hansen and Mr. Goldsmith, responded “Aye” during a roll vote. The motion carried. The meeting adjourned at 8:58 a.m.**

Submitted by:

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Gayle A. Lendabarker  
GWA Administrative Secretary