

GLENBARD WASTEWATER AUTHORITY
Executive Oversight Committee
Agenda

September 10, 2020

8:00 a.m.

Zoom Link: <https://us02web.zoom.us/j/84301244778>

Glenbard Wastewater Authority Meeting Procedures Statement

On March 16, 2020, Governor Pritzker issued Executive Order. No. 5 in response to COVID-19, which temporary suspended certain requirements of the Open Meetings Act ILCS 120 allowing Executive Oversight Committee members to participate electronically in Executive Oversight Committee meetings. The Public is welcome to observe and participate in all meetings of the Executive Oversight Committee. Meetings are able to be viewed using the link <https://us02web.zoom.us/j/84301244778> or by calling (312) 626-6799 and using the Meeting ID: 843 0124 4778. All public comments received during the meeting will be read into the record during the appropriate portion of the agenda.

1. Call to Order
2. Roll Call
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 August 2020 \$473,679.52 (Trustee Christiansen).

- 5.1 Executive Oversight Committee Meeting Minutes:
August 13, 2020 EOC Meeting
- 5.2 Vouchers Previously Reviewed by:
August 2020 – Trustee Christiansen
- 5.3 Bid Award for Landscape Contract Services for CY2018-2020

The CY2021-CY2023 Landscape Maintenance Services Contract is a Lump-Sum contract billed on a monthly basis during the eight (8) month contract season each year. Below is the bid tabulation sheet for the August 28, 2020 Landscape Maintenance Services bid opening. Seven (7) agencies were sent the RFP. Of these, six (6) responded with proposals ranging from a high of \$342,900 to a low of \$66,000 for annual services. Our previous Landscape Maintenance Service provider chose not to submit a bid.

Company	Bid Amount - Total 3 Year
<i>*Vega Building Maintenance</i>	\$66,000.00
Sebert Landscaping	\$79,176.00
Beary Landscaping	\$103,624.00
Acres Group	\$117,195.00
Serenity Landscape Group	\$195,140.00
Evergreen Lawn Care	\$342,900.00

Having reviewed the submissions, The following request is being made to the Executive Oversight Committee:

- 1) Award a Three-Year (3) contract to Sebert Landscaping in the total amount of \$79,176.00 to supply Landscape Maintenance Services as proposed for the Glenbard Plant, Stormwater Plant, the acquired parcel across from the Glenbard Plant (940 Bemis) and acquired parcel directly north of the main plant (1S 641 Sunnybrook Rd) during this three-year contract term.
- 2) Each year shall equate to a Lump-Sum contract valued at \$26,392.00 with payments of \$3,299.00 billed on a monthly basis during the eight (8) month contract season each year.
- 3) Upon approval of the CY2021 Budget, issue Purchase Requisition for the first year of the Glenbard Facility contract period with \$20,624.00 allocated to O&M Account 270-520971 and \$5,768.00 allocated to O&M Account 270-1-520970.

*Upon review of lowest bidder, Vega Building Maintenance, the references provided indicated inadequate comparisons, as it appears they had not performed landscape services on facilities of our similar size and scope. This was reviewed with the TAC and all were in agreement.

The second lowest bidder, Sebert Landscaping, yields a savings of \$4,919.00 over the 3-year period of the contract over the previous landscaping services contract.

References were corresponded with in regards to the second lowest bidder, Sebert Landscaping, all which came back very positive.

6. Electricity and Natural Gas Procurement

The Authority's Natural Gas contract expires March 31, 2021, at which time the existing contract would automatically renew for successive one-month periods unless formal notice is given. With the successive one-month periods, the contract states the price per dekatherm will be the "index" price (price per dekatherm listed in Natural Gas Intelligence's Bidweek Survey) *plus* \$0.30 per dekatherm. This could result in significant price increases for the Authority unless a new contract is secured prior to the existing contract's expiration. Due to the rapid market changes and the inability to secure prices for not much more than a day, it would be in the best interest of the Authority and the EOC if the Executive Director were able to secure prices when they appear to be at their lowest point. Therefore, following the success of the EOC approved Natural Gas and Electricity procurement practice utilized in October/November 2014 and again in July 2017, the Authority is requesting that the Executive Director be provided the ability to secure prices for Natural Gas when they appear to be at their lowest point. The selection process as requested is outlined below:

1. Receive quotes from all qualified Natural Gas suppliers.
2. Identify and confirm the lowest three-year contract prices.
3. Have legal do a review of the contract.
4. The Executive Director will sign the contract documents.
5. Contract Documents and Information about the Natural Gas supplier presented to the EOC in the consent agenda at the next scheduled EOC meeting.

This process seems to provide the Authority with the best means to acquire the lowest pricing in the most efficient manner. This method will be requested again from the EOC next fall prior to the Electric contract expiring in April 2022. It is requested that the EOC motion to authorize the Executive Director to secure Natural Gas prices when gas prices are below \$3.25/MMBtu.

7. CY2021 Draft Budget

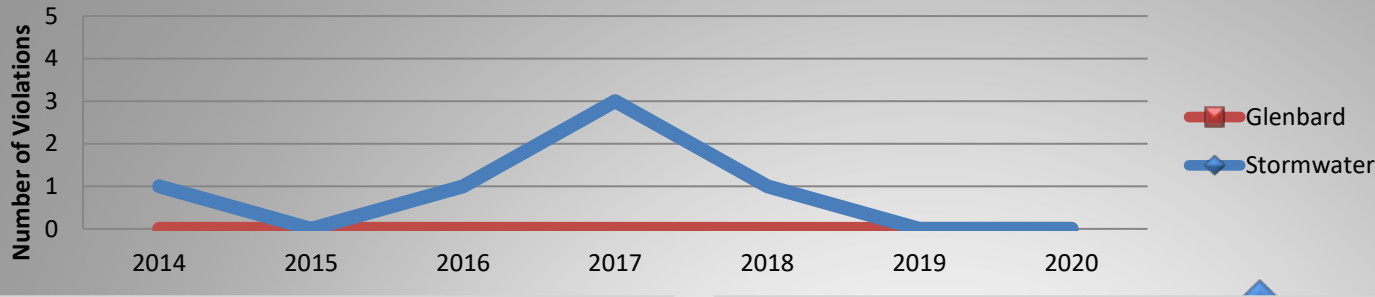
Enclosed is a memo summarizing the highlights of the draft CY2021 budget, along with the draft budget itself. At this point in time, the budget has an overall increase of 1.3% or \$106,357 over the CY2020 budget. All items that affect the O&M budget and member contribution amounts have been received to date. An additional item or two may still be included in the Capital budget, however, it will not increase the contribution amounts. After those are obtained, the budget will be presented to the EOC again in its final format, and a motion to approve it will be requested.

8. Discussion

8.1 Capital Improvement Projects Update

- 8.2 DuPage River Salt Creek Workgroup Assessment Extension/Phosphorus Implementation Extension in NPDES Permit
- 9. Other Business
 - 9.1 Technical Advisory Committee Updates
 - 9.2 Pending Agenda Items
- 10. *Next EOC Meeting* – The next regularly scheduled EOC Meeting is set for **Thursday, October 8, 2020 at 8:00 a.m. via Zoom.**

NPDES Permit Violations



Glenbard Plant: *Current Record

2734 Days February 4, 2013 through July 31, 2020

Previous excursion free operating record:

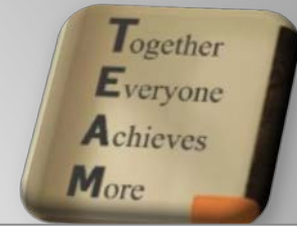
1058 Days September 8, 2007 – April 10, 2010

Stormwater Facility:

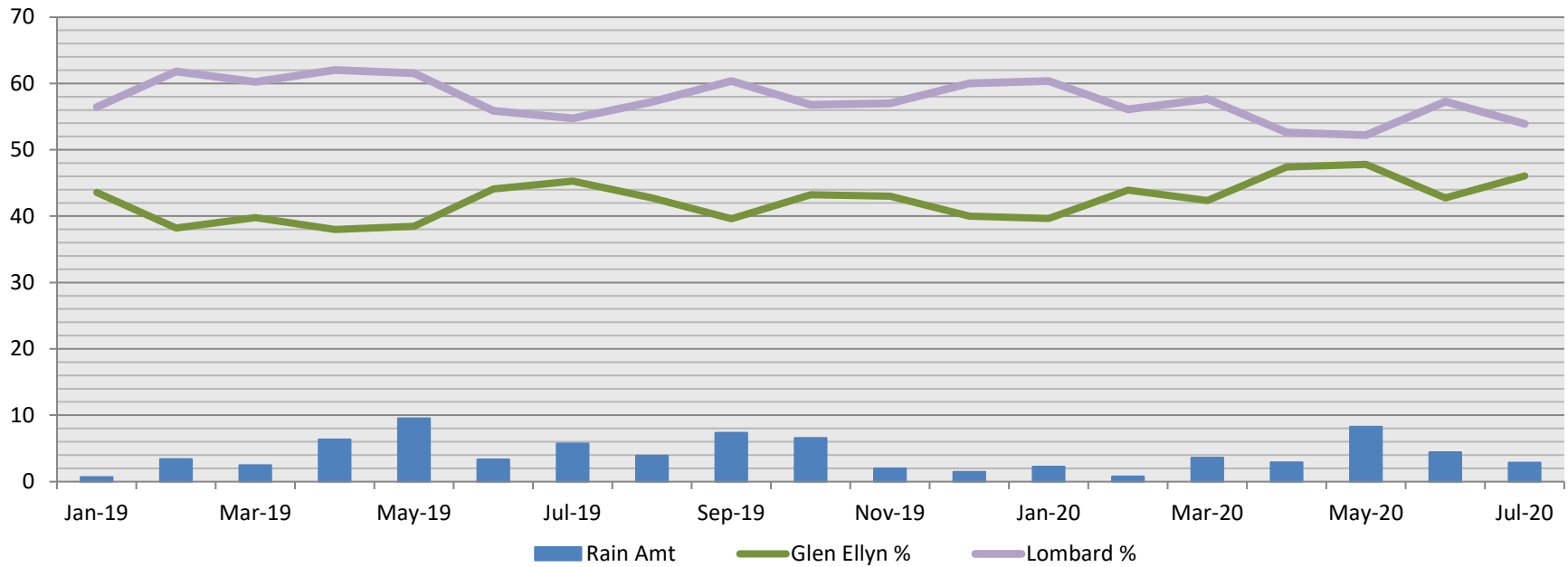
838 Days April 15, 2018 through July 31, 2020

Current excursion free operating record:

1140 Days July 11, 2009 through August 27, 2012



Flow Billing Comparison



	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20
Glen Ellyn %	43.5669	38.1926	39.7689	37.9926	38.464	44.1141	45.2611	42.76693	39.6144	43.22	43.01282	40.0011	39.6412	43.931	42.3567	47.418	47.7942	42.7287	46.0736
Lombard %	56.4331	61.8074	60.2311	62.0074	61.535	55.8859	54.7389	57.23307	60.3856	56.7761	56.98718	59.9989	60.3588	56.069	57.6433	52.582	52.2058	57.2713	53.9264
Rain Amt	0.66	3.385	2.48	6.33	9.545	3.355	5.74	3.905	7.345	6.59	2.01	1.45	2.24	0.76	3.615	2.91	8.265	4.44	2.84



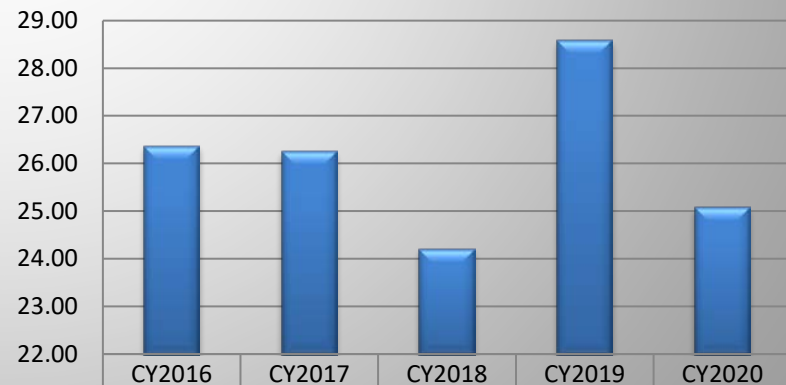
Billion Gallons Treated Per Year as of July 31, 2020



■ Billion Gallons Treated Per Year as of July 31, 2020

CY2016	CY2017	CY2018	CY2019	CY2020
2.58	2.09	2.40	2.41	2.38

Total Rainfall in Inches as of July 31, 2020



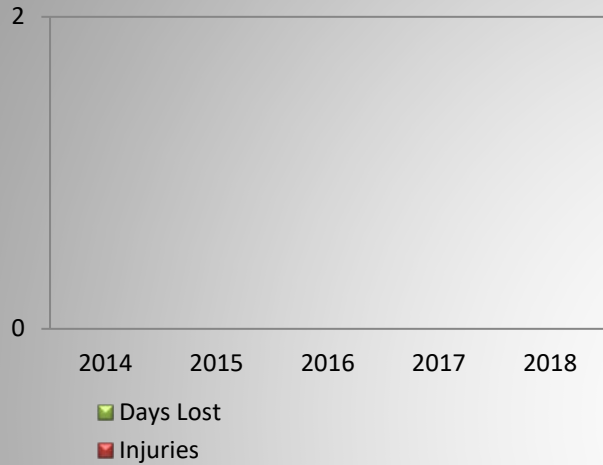
■ Total Rainfall in Inches as of July 31, 2020

CY2016	CY2017	CY2018	CY2019	CY2020
26.37	26.25	24.20	28.58	25.07



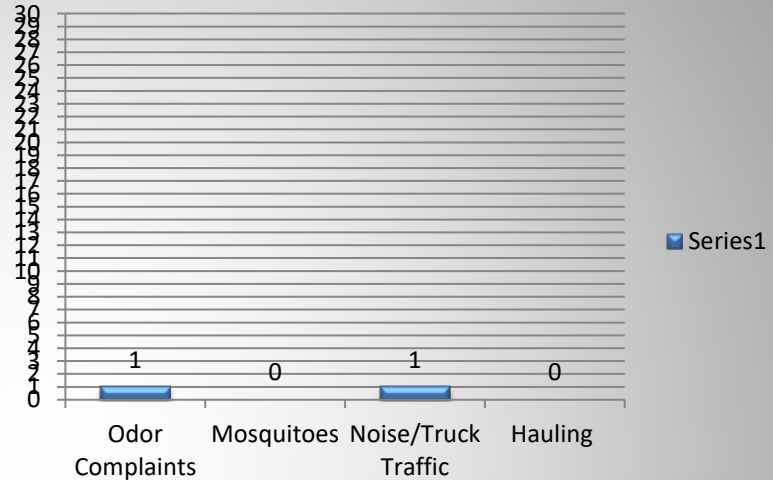
The Authority Key Performance Indicators Regarding Safety and Neighborhood Impacts

Injuries + Lost Time

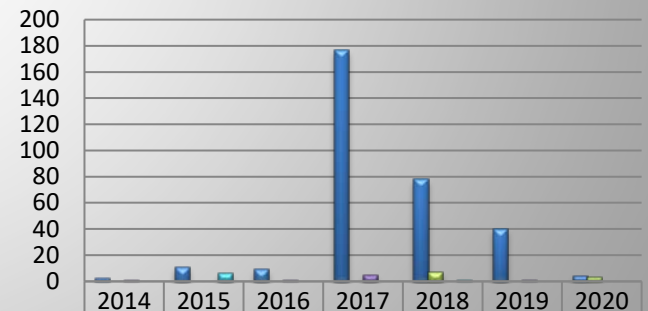


Years	2014	2015	2016	2017	2018	2019	2020
Injuries	0	0	0	0	0	0	0
Days Lost	0	0	0	0	0	0	0

July 2020 Complaints



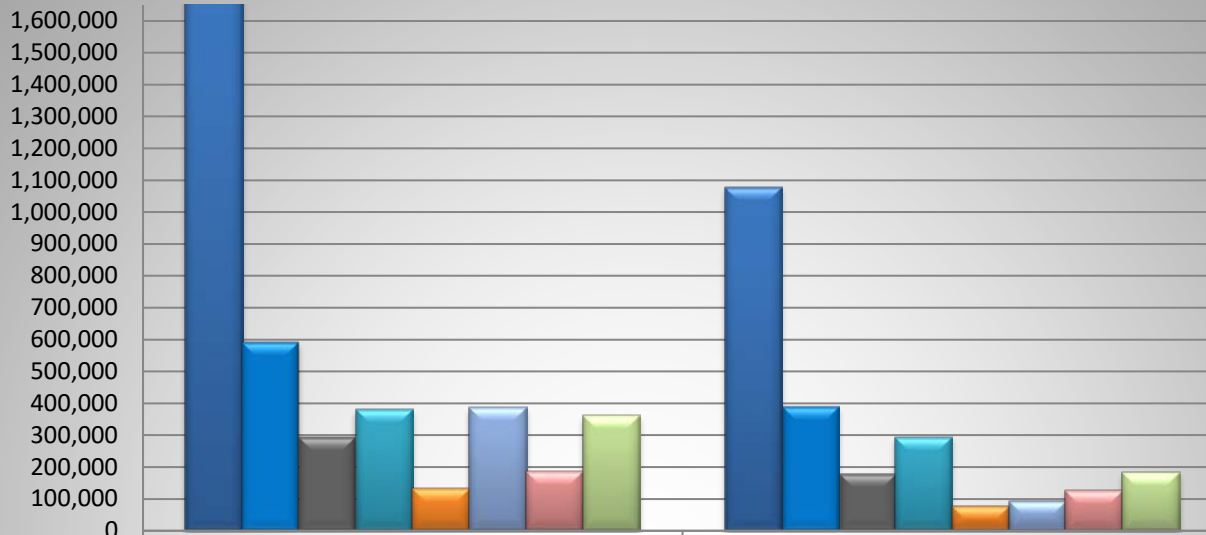
Annual Complaint Comparison



■ Odor Complaints	2	11	9	177	78	40	4
■ Noise/Truck Traffic	0	0	0	0	7	0	3
■ Hauling	1	0	1	5	0	1	0
■ Mosquitoes	0	6	0	0	1	0	0



July 2020 O&M Expense \$ Reporting

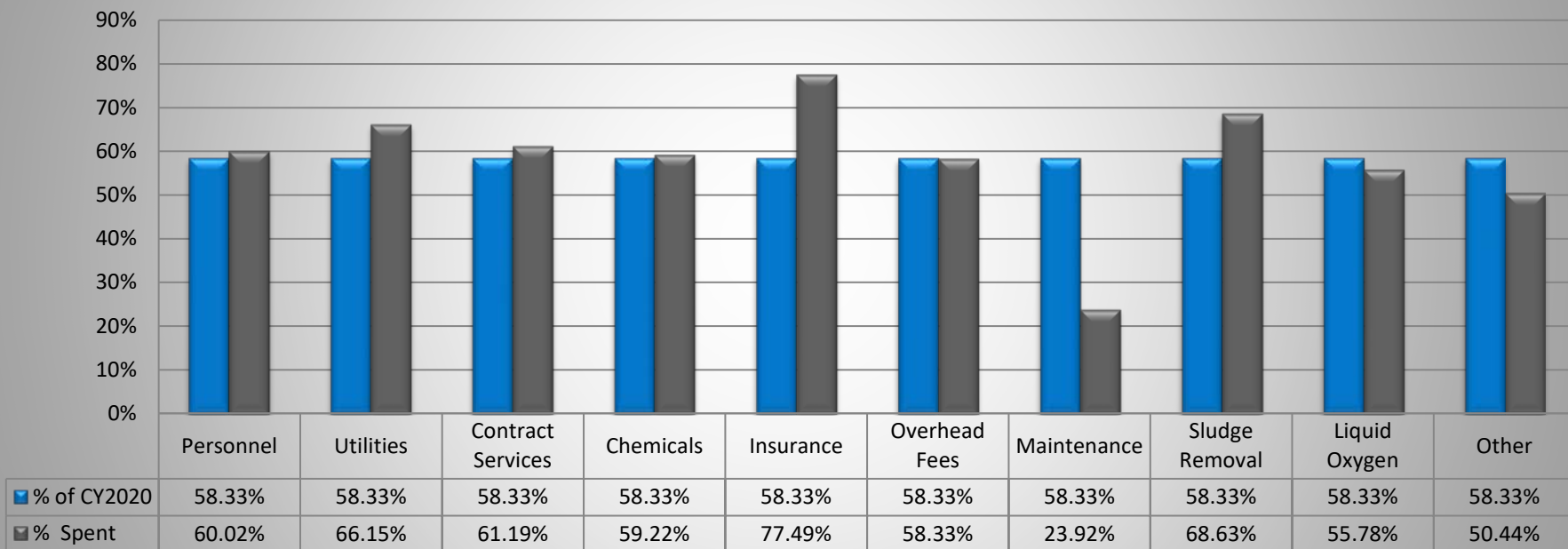


	CY2020 Budget	Spent Year to Date
Personnel	\$1,797,543	\$1,078,920
Utilities	\$591,200	\$391,094
Contract Services	\$295,744	\$180,976
Insurance	\$380,300	\$294,700
Overhead Fees	\$134,229	\$78,300
Maintenance	\$385,888	\$92,307
Sludge Removal	\$185,000	\$126,965
Other	\$362,190	\$182,704

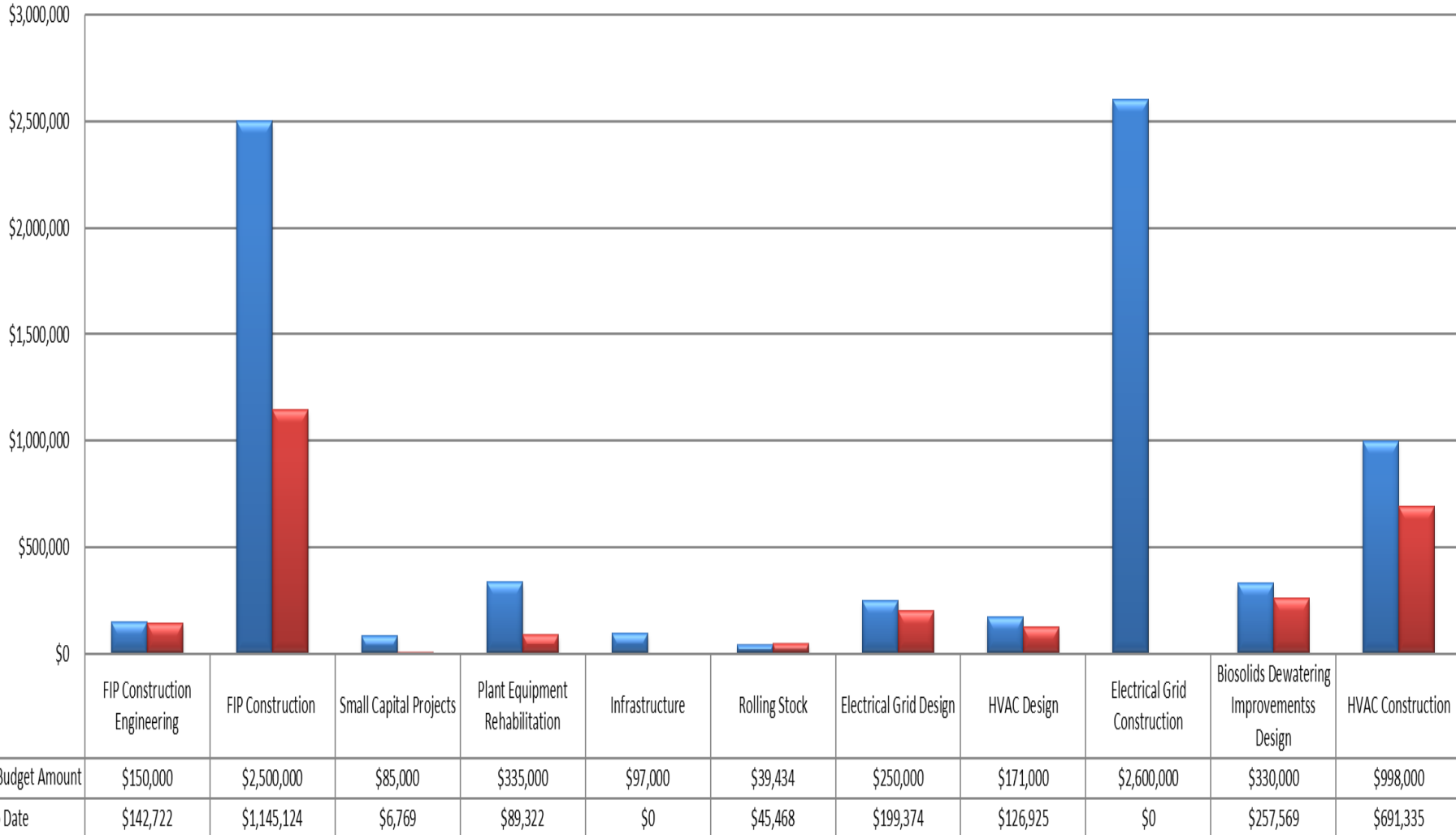
	Personnel	Utilities	Contract Services	Chemicals	Insurance	Overhead Fees	Maintenance	Sludge Removal	Liquid Oxygen	Other
CY2020 Budget	\$1,797,543	\$591,200	\$295,744	\$140,000	\$380,300	\$134,229	\$385,888	\$185,000	\$330,000	\$362,190
Spent Year to Date	\$1,078,920	\$391,094	\$180,976	\$82,908	\$294,700	\$78,300	\$92,307	\$126,965	\$184,064	\$182,704
% of CY2020	58%	58%	58%	58%	58%	58%	58%	58%	58%	58%
% Spent	60.02%	66.15%	61.19%	59.22%	77.49%	58.33%	23.92%	68.63%	55.78%	50.44%



July 2020 O&M Expense % Reporting



June/July 2020 Project Updates



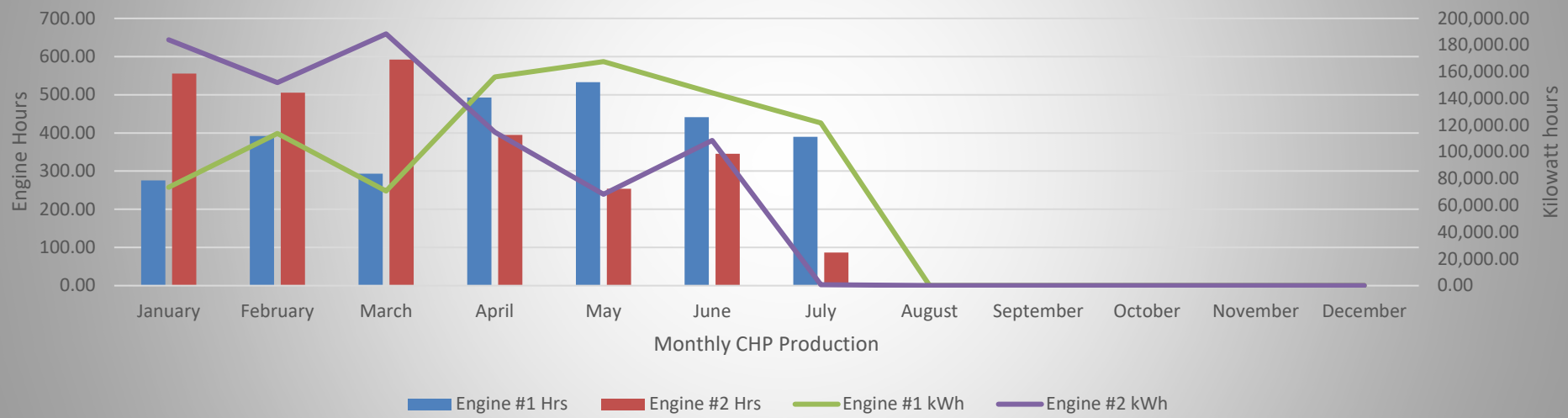


Description	Project Budget Amount	Spent to Date	July Updates
FIP Construction Engineering	\$150,000	\$142,722	Through August 24, 2020
FIP Construction	\$2,500,000	\$1,145,124	Through August 24, 2020
Small Capital Projects	\$85,000	\$6,769	Through August 24, 2020
Plant Equipment Rehabilitation	\$335,000	\$89,322	Through August 24, 2020
Infrastructure	\$97,000	\$0	Through August 24, 2020
Rolling Stock	\$39,434	\$45,468	Through August 24, 2020
Electrical Grid Design	\$250,000	\$199,374	Through August 24, 2020
HVAC Design	\$171,000	\$126,925	Through August 24, 2020
Electrical Grid Construction	\$2,600,000	\$0	Through August 24, 2020
Biosolids Dewatering Improvements Design	\$330,000	\$257,569	Through August 24, 2020
HVAC Construction	\$998,000	\$691,335	Through August 24, 2020



Combined Heat & Power Production Report

Road to Net Zero



Monthly CHP Production 2020 = \$0.07/kWh									
	Engine #1 Hrs	Engine #1 Avail Hrs	Engine #2 Hrs	Engine #2 Avail Hrs	Engine #1 kWh	Engine #1 Avail kWh	Engine #2 kWh	Engine #2 Avail kWh	\$ Saved
January	275.40	744	555.70	744	73,651.00	279,000	184,092.00	279,000	\$18,042.01
February	391.80	672	505.80	672	113,849.00	252,000	151,970.00	252,000	\$19,891.57
March	292.90	744	591.90	744	70,781.00	279,000	188,491.00	279,000	\$19,401.65
April	493.00	720	395.10	720	156,179.00	270,000	114,929.00	270,000	\$20,287.35
May	533.00	744	253.70	744	167,769.00	279,000	68,310.00	279,000	\$17,666.08
June	441.40	720	345.70	720	144,394.00	270,000	108,723.00	270,000	\$18,941.06
July	390.10	744	86.70	744	121,716.00	279,000	663.00	279,000	\$9,157.77



Return on Investment Monetary Breakdown

	<i>HSW/FOG Gallons Received</i>	<i>HSW Tipping Fees</i>	<i>Elec Energy Produced @ \$0.07/kWh</i>	<i>Maintenance Costs</i>	<i>Total + or -</i>	<i>Target to meet 8.8 Year Repayment Schedule</i>	<i>Hit + or Miss -</i>
Calendar Year 2019							
January	83,875	\$4,193.75	\$11,974.22	(\$895.00)	\$15,272.97	\$36,229.69	(20,956.72)
February	104,450	\$5,222.50	\$10,649.85	(\$1,015.00)	\$14,857.35	\$36,229.69	(21,372.34)
March	172,115	\$8,605.75	\$16,329.62	(\$560.00)	\$24,375.37	\$36,229.69	(11,854.32)
April	151,990	\$7,599.50	\$9,056.77	(\$1,688.00)	\$14,968.27	\$36,229.69	(21,261.43)
May	166,920	\$8,346.00	\$5,203.69	(\$3,145.00)	\$10,404.69	\$36,229.69	(25,825.00)
June	95,716	\$4,785.80	\$14,985.16	(\$1,505.00)	\$18,265.96	\$36,229.69	(17,963.73)
July	194,896	\$9,744.80	\$10,749.56	(\$935.40)	\$19,558.96	\$36,229.69	(16,670.73)
August	179,003	\$8,950.15	\$14,041.98	(\$2,653.10)	\$20,339.03	\$36,229.69	(15,890.66)
September	137,175	\$6,858.75	\$8,792.19	(\$560.00)	\$15,090.94	\$36,229.69	(21,138.75)
October	222,475	\$11,123.75	\$3,712.19	(\$19,716.07)	-\$4,880.13	\$36,229.69	(41,109.83)
November	194,464	\$9,723.20	\$11,792.85	(\$10,620.00)	\$10,896.05	\$36,229.69	(25,333.64)
December	170,480	\$8,524.00	\$19,283.76	(\$945.00)	\$26,862.76	\$36,229.69	(9,366.93)
Annual Totals	1,873,559	\$93,677.95	\$136,571.86	(\$44,237.57)	\$186,012.24		
Repayment Balance	\$3,639,843.34						
Annual Payback on Investment	\$209,155.51	←					
Current Return on Investment in Years	17.4						
Calendar Year 2020							
January	200,970	\$10,048.50	\$18,042.01	\$1,890.00	\$29,980.51	\$36,229.69	(6,249.18)
February	102,657	\$5,132.85	\$19,891.57	\$1,512.89	\$26,537.31	\$36,229.69	(9,692.39)
March	173,840	\$8,692.00	\$19,401.65	\$580.00	\$28,673.65	\$36,229.69	(7,556.05)
April	153,275	\$7,663.75	\$20,287.35	\$2,436.00	\$30,387.10	\$36,229.69	(5,842.60)
May	136,460	\$6,823.00	\$17,666.08	\$2,254.85	\$26,743.93	\$36,229.69	(9,485.76)
June	123,410	\$6,170.50	\$18,941.06	\$805.44	\$25,917.00	\$36,229.69	(10,312.69)
July	161,425	\$8,071.25	\$9,157.77	\$549.00	\$17,778.02	\$36,229.69	(18,451.67)
August		\$0.00	\$0.00			\$36,229.69	(36,229.69)
September		\$0.00	\$0.00			\$36,229.69	(36,229.69)
October		\$0.00	\$0.00			\$36,229.69	(36,229.69)
November		\$0.00	\$0.00			\$36,229.69	(36,229.69)
December		\$0.00	\$0.00			\$36,229.69	(36,229.69)
Annual Totals	1,052,037	\$52,601.85	\$123,387.48	\$10,028.18	\$186,017.51		
Repayment Balance	\$3,453,825.83						
Annual Payback on Investment	\$213,790.64	←					
Current Return on Investment in Years	16.2						

SECTION 5.0

CONSENT AGENDA

SECTION 5.1

MINUTES –

AUGUST 13, 2020

MEETING

GLENBARD WASTEWATER AUTHORITY
Executive Oversight Committee
Minutes

August 13, 2020

8:00 a.m.

Zoom Link: <https://us02web.zoom.us/j/82142446338>

Glenbard Wastewater Authority Meeting Procedures Statement

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The Public is welcome to observe and participate in all meetings of the Executive Oversight Committee. Meetings are able to be viewed using the link

<https://us02web.zoom.us/j/82142446338> or by calling (312) 626-6799 and using the Meeting ID: 821 4244 6338. All public comments received during the meeting will be read into the record during the appropriate portion of the agenda.

Members Present:

Keith Giagnorio	President, Village of Lombard
Diane McGinley	President, Village of Glen Ellyn
William Ware	Trustee, Village of Lombard
Kelli Christiansen	Trustee, Village of Glen Ellyn
Scott Niehaus	Village Manager, Village of Lombard
Mark Franz	Village Manager, Village of Glen Ellyn
Carl Goldsmith	Public Works Director, Village of Lombard
Julius Hansen	Public Works Director, Village of Glen Ellyn

Others Present:

Matthew Streicher	Executive Director, GWA
Tom Romza	Assistant Director, GWA
Jon Braga	Maintenance Superintendent, GWA
David Goodalis	Operations Superintendent, GWA
Ashley Staat	Environmental Resources Coordinator, GWA
Christina Coyle	Finance Director, Village of Glen Ellyn
Gayle Lendabarker	Administrative Secretary, GWA
Jamie Wilkey	Auditor, Lauterbach & Amen

1. Call to Order at 8:00 a.m.
2. Roll Call: President Giagnorio, President McGinley, Trustee Ware, Trustee Christiansen, Mr. Niehaus, Mr. Franz, 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 the months of June 2020 \$716,770.05 (Trustee Christiansen).

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

- 5.1 Executive Oversight Committee Meeting Minutes:
 - o July 9, 2020 EOC Meeting
- 5.2 Vouchers previously reviewed by Trustee Christiansen
 - o July 2020
- 5.3 Approval of new 3-year contract for Janitorial Services

The Authority’s existing janitorial contract expired in early 2020 during the COVID crisis, and it was decided that in the interim cleaning would be done in-house, as to avoid bringing in outside parties. Since more safeguards have been implemented, and the janitorial work is becoming too burdensome for in-house staff to continue, the bid package was put together and advertised in late June. The bid opening occurred on July 22nd, and bids from seven (7) vendors were received. In the weeks leading up to the bid opening, six vendors walked through the facility to garner a better understanding of the scope of services needed.

Vega Building Maintenance Inc. presented the lowest bid of \$1,148.33 per month for three day a week cleaning. Due to the Authority’s smaller staff size and diligent staff, it was realized that costs could be reduced by scaling back to three days a week instead of the previous five day a week service. The total cost of the contract is equal to \$13,780 per year. GWA will see a \$1,540 increase in cost per year compared to the previous contract, but it will also include a greater scope in order to provide more adequate janitorial services that were previously lacking.

Therefore, GWA would like to request authorization to enter into a three-year contract with Vega Building Maintenance Inc. in the amount \$13,780/year to be invoiced to account 270-520971 during CY’s 2020-2023.

6. CY2019 Financial Audit

Attached is the Annual Audited Financial Statements for the Glenbard Wastewater Authority for the fiscal year that ended December 31, 2019. Financial highlights for the Authority’s fiscal year 2019 (FY2019) are presented on pages 6-7 of the report. A

complete narrative summary of the Authority's operations and financial position is found in Management's Discussion and Analysis on pages 5-14. Village of Glen Ellyn Finance Director Christina Coyle will present highlights of the financial report during the EOC meeting and our audit partner, Jamie Wilkey, will present the auditor's opinion.

Motion to accept the Audited Financial Statements of the Glenbard Wastewater Authority for the fiscal year ended December 31, 2019 and to forward the audit report to the full Authority Board for final approval at the next annual meeting.

Ms. Coyle stated that she would be presenting the financial highlights of the CY2019 Audit report and the operating surplus and will then ask Jamie Wilkey, audit partner from Lauterbach and Amen, to give a Managers Report. Ms. Coyle stated that at the end there will be two (2) items that will need action by the EOC Committee, 1) accept the Audit for GWA full board meeting approval; and, 2) make a determination as to the disposition of the CY2019 Operating Surplus.

Ms. Coyle directed the Members to view the page in the packet that focuses on the Management's Discussion and Analysis, pages 6 and 7 in the auditing packet or page 45 of the EOC packet; and drew attention to the fact that CY2019 operating expenses had increased by approximately \$500,000, or 14% over CY2018, with the two main driving factors being IMRF accrual adjustment, increased maintenance costs due to reaching a milestone on the CHP engines which required additional maintenance, as well as increased sludge hauling expenses due to weather. Ms. Coyle indicated that even with the budget increase from the previous year, there was still an Operating Fund surplus of \$191,724.

Ms. Coyle stated that the cash reserve policy of 25% was met; however, the entire amount of the surplus, \$191,724, cannot be disbursed as it would drop the fund below the 25% requirement, meaning only \$181,469 can be distributed in a manner to be determined by the EOC Committee. Ms. Coyle added that during her tenure as Finance Director for the Village of Glen Ellyn, the EOC Committee has customarily distributed the O&M surplus each year to GWA's Capital Improvement fund to help fund capital projects and it is her recommendation for the CY2019 surplus funds.

Ms. Coyle directed EOC Committee members to page seven (7), or page 46 of the meeting packet, of the report which highlights the current flow splits for the past three (3) calendar years.

Ms. Coyle also highlighted item number seven (7) on page (7) which noted that as of December 21, 2019, GWA has spent \$18.1 million dollars on the FIP project.

Ms. Coyle noted that there were not any Management Letter Comments for 2019, which will be covered by Ms. Wilkey, but noted this resulted in a page in the report which stated such.

Ms. Wilkey expressed her appreciation to Ms. Coyle and the Finance Department for the well prepared audit, especially under the current working environment and to come out of the audit with no Management Letter Comments nor any need for any audit adjustments, demonstrates everything was well prepared for the Audit. Ms. Wilkey stated that an Unmodified Audit Opinion is the highest and best rating to receive.

Ms. Wilkey explained that there are two (2) reasons for the audit; 1) to insure that the financial statements as presented are, in fact materially correct, as indicated by the Unmodified Audit Opinion, and 2) assess the internal controls by taking a look at all of the policies and procedures to insure that staff is in fact following them, and noted that if there were any red flags or finding of issues, they would have to bring those forward this morning and put provide formal documentation. Ms. Wilkey explained that as the audit did not reveal any issues, there was no need for a Management Letter.

Trustee Ware made the motion and President Giagnorio seconded to accept the Audited Financial Statements of the Glenbard Wastewater Authority for the fiscal year ended December 31, 2019 and to forward the audit report to the full Authority Board for final approval at the next annual meeting. President McGinley, Trustee Ware, Trustee Christiansen, Mr. Niehaus, Mr. Franz, Mr. Goldsmith and Mr. Hansen responded “Aye” during a roll vote. The motion carried.

Motion to distribute the operating surplus of \$181,469 in a manner determined by the Executive Oversight Committee.

Mr. Niehaus asked Mr. Franz if he was comfortable and in agreement with distributing the surplus funds to Capital Improvement Fund. Mr. Franz indicated he was in agreement with following previous EOC Committee practices. Mr. Niehaus asked if it was prorated based on current flow or average flow over the last year. Mr. Franz asked Ms. Coyle to verify how the surplus was credited. Ms. Coyle explained that since the surplus is from the O&M side, calculations based on O&M flow is used to determine each Village’s share and becomes part of the general funds for capital projects. Mr. Niehaus asked Mr. Goldsmith if he was comfortable with distributing the funds to the Capital Improvement Fund. Mr. Goldsmith indicated he was in agreement.

Mr. Goldsmith made the motion and Mr. Niehaus seconded to distribute the operating surplus of \$181,469 to the GWA Capital Improvement Fund. President Giagnorio, President McGinley, Trustee Ware, Trustee Christiansen, Mr. Niehaus, Mr. Franz, Mr. Goldsmith and Mr. Hansen responded “Aye” during a roll vote. The motion carried.

7. Request for Authorization to Purchase New Program Logic

Since the inception of the Supervisory Control and Data Acquisition System (SCADA) at the Authority in the late nineties, we have utilized Allen Bradley Programmable Logic Controllers (PLC’s) to automate, control, and monitor the numerous process control aspects of the treatment facility. These PLC’s are approximately 20 years old, are at end of life, and discontinued by the manufacturer. Procurement of replacement PLC

components due to failure, has become increasingly difficult to obtain and are very costly if they can be had. Based on the above stated needs, we are proposing upgrading our PLC and Communications System at the Bemis Road Facility at this time

With this mind, the Authority began dialogue internally and with Concentric Integration in August of 2019. Shortly thereafter, we requested Concentric provide a PLC Migration Assessment Budgetary Proposal with a breakdown of hardware costs versus installation/programming/documentation, with the idea of soliciting quotes from three vendors for the hardware and utilizing Concentric Integration, as a professional service, to perform the installation/programming/documentation aspect. This concept was brought forward to the Technical Advisory for guidance as to whether this was an acceptable methodology.

A proposal in the amount of \$216,360 was received from Concentric Integration (see attached), to perform the hardware replacement, programming, provide documentation/As-Builts etc. (Installation is planned to take place next year CY-21). I recommend utilizing Concentric as a professional service. The CY21 Budget 40-580180 will be appropriately designated for such funds once approved. This item will be brought forward again after the CY21 budget is approved with the designated funds in it.

Proposals from three vendors were received for the purchase of the hardware. The purchase is recommended via Revere Electric in the amount of **\$88,293.11 (Purchase this year CY-20)**. This amount will be sourced from CY20 Budget 40-580180, which had a \$250,000 budget designated for PLC and MCC replacements.

Mr. Streicher explained that the Program Logic Controllers (PLC's) is hardware used in conjunction with software to control the Supervisory Control and Data Acquisition System (SCADA), which monitors and controls various processes and equipment in the plant. Mr. Streicher explained that most of the PLCs are original to the SCADA system when it was installed in the late 1990's and are approaching the end of their useful life, as well as replacement parts becoming more difficult to find. Mr. Streicher explained that Mr. Freeman has been spearheading this project, which will be a two (2) part project, part one will be purchase of the PLCs and part two will be the hardware replacement, programming and documentation and as-built's. Mr. Streicher indicated that part two will be budgeted for in CY2021 budget and will be brought forward sometime in late CY2020 or early CY2021 for EOC Committee approval, after the CY2021 budget is formally approved.

Mr. Goldsmith motioned and Mr. Franz seconded to authorize the purchase of replacement PLC components from Revere Electric in the amount of \$88,293.11. President Giagnorio, President McGinley, Trustee Ware, Trustee Christiansen, Mr. Niehaus, Mr. Franz, Mr. Goldsmith and Mr. Hansen responded "Aye" during a roll vote. The motion carried.

8. Discussion

8.1 Capital Improvement Projects Update

FIP Project:

Mr. Romza indicated that a lot of progress has been made since the last meeting in that the punch list in the filter building only has a few items remaining and work will move to the outdoor part of the building once the UV drain line is repaired that was damaged when Boller was installing effluent box from the filter building.

Mr. Romza continued by stating that the chemical feed system was fully operational with the hypo being fed into the non-potable water for the filter building.

Mr. Romza stated that the low flow pumps are operating and have been performing well for the past few months, as well as one of the new high flow pumps running was running at the end of last week and testing finished earlier this week; and has been performing well, especially during a shutdown when the low flow pumps had to be shutdown, the plant was running off the one high flow pump. Mr. Romza added that the second pump is scheduled to be connected to the plant next week.

Mr. Romza continued by stating that the UV drain line repair is in process, but Boller is having difficulty finding some of the underground assets. Boller is nearly complete with the work on the drying pad drain line repair with backfill work being all that remains.

Mr. Romza stated that the current completion date from the most recent schedule is shown to be the end of October and based on comments during a meeting the previous day it could be pushed back another week or two as a result of several shutdowns taking longer than anticipated and not the fault of any party in particular.

Mr. Romza highlighted that due to some work changes directives that were made in an effort to keep the project going, a future change order will be needed. The work changes directives are as follows: the chemical feed issue which was due to an omission on the design where the engineer did not design the pumps to be strong enough to operate correctly and GWA had to purchase of larger pumps; low flow bracing where they did not anticipate having to brace the discharge pipes from the low flow pumps; and lastly the header support where all the main pumps are connected

to had the plans calling for one of the old pipe supports to be re-used, however with the new pipe having a slightly larger diameter than the old pipe in outer diameter the old braces to be re-used would not fit, a new one had to be ordered at a cost of approximately \$12,500 and the hopes are that the cost will be below this estimate, as the work has not yet been completed and is based on time and material change directive. Mr. Romza stated he wanted to make the EOC Committee aware as a change order covering these three items is anticipated before the next EOC Committee meeting.

Mr. Streicher wanted to emphasize that these changes were missed in design, and while it counts as a strike against the design engineer, they are costs that GWA would have to bear if they had been included in the original design and were things that were simply missed, not changes to the project scope.

Mr. Romza highlighted photos in the presentation, especially the one of the impeller of one of the old raw pumps that shows chunks of it missing and shows the importance of this project.

Admin Building HVAC

Mr. Romza advised that this project is pretty close to being completed; punch list items are being addressed except for some items relating to replacement of equipment with manufacturer defects, which are awaiting delivery. Mr. Romza added that the final completion date was set for Friday, August 14th, and feels that the project is 98-99 percent complete with the outstanding items being the delivery of the replacement parts, which GWA cannot push them on since it is not within their control. Mr. Romza did state that if the other aspects of the project are not completed by the August 14th date, then GWA will be enforcing liquidated damages, particularly with our engineers, as they are pretty much out of budget.

Trustee Christiansen was asked how much money was at stake with liquidated damages. Mr. Streicher stated the contract states \$2,000 per day. Mr. Romza stated that it may be difficult to actually collect as it can be hard to prove that GWA actually suffered any damages. Mr. Romza explained that Mr. Freeman, his team and himself have been putting in substantial time, working to keep the contractors focused on correcting items and to push the project to the finish line, and does think the amount of damages would not be substantial, unlike the FIP Project where the amount could be close to a \$1 million dollars.

Electrical Grid Upgrade Project:

Mr. Romza stated that a notice to proceed must be issued to Broadway Electric by September 1, 2020, which means GWA will most likely not receive any grants for the project. Mr. Romza explained that the DCOE indicated they had received over 300 applications and made the decision to hold off on awarding any grants until near the end of the year and one of the key stipulations for the award is that a notice to proceed has not been issued.

Mr. Streicher expressed his disappointment at not receiving any grants, but indicated that as this project was delayed from 2015, again in 2018, and now pushing into 2021, it will need to proceed without the grant funding.

BioSolids Dewatering Project:

Mr. Romza stated there is not much to report on this project other than the design work is nearing completion and the IEPA SRF loan application is nearly done. Mr. Romza advised that GWA has received the Village of Glen Ellyn's loan ordinance and the one from the Village of Lombard was approved and is nearing the end of the 30-day petition period before it can be included with the loan application.

Mr. Streicher advised he anticipates having to ask the EOC Committee to approve an intent to award a contract in either October or November which is required for the final loan application.

Mr. Romza highlighted the slide showing an uptick in his RE hours and advised the graph does not include the extra effort by all of the Superintendents on various projects.

8.2 CY2021 Budget Update

Mr. Streicher provided a brief preview of the CY2021 budget, which reflects a .9% increase over the CY 2020 budget; an .08% increase on the O&M side and 1% Capital Contribution which is set in the long term planning and while there is a need to increase this contribution rate to keep the Capital Fund operating in the black, the increase was kept due to current economic hardships. Mr. Streicher continued by stating that not including any type of contribution would be short-sighted for long term planning.

Mr. Streicher summarized the areas where O&M expenses were reductions were made and the expenses where increases are occurring and which items are increase that are not in the control of GWA or the Villages, as well as items that will impact the Capital Improvement fund. Mr. Streicher asked for feedback from the EOC Committee to determine if the numbers were looking acceptable or if a zero increase was desired.

Mr. Franz thanked Mr. Streicher for the advanced notice is comfortable with the numbers he is seeing at this point; however, he would ask that GWA, maybe through the TAC, do a deep dive on the CHP and illustrate how the system has performed, what the future holds, does the FIP impact its performance and what maintenance costs are in the future over the next five years. Mr. Streicher indicated that he had recently presented to the TAC how the ROI was looking for the project and advised that ROI is currently at 16 years, but there will be ongoing maintenance that the engines will require, much like automobiles do. Mr. Streicher did remind the EOC that the CHP does help reduce GWA's electrical costs.

Mr. Niehaus expressed he concern that there be parody between the Villages internal staff and GWA, in that the Villages will be facing tough staffing decisions in the near future due to COVID and has already had discussions with their unions advising that wage increases may be deferred in CY2021. Mr. Streicher advised that GWA's CY2021 budget reflects no increase in salaries for the year. Mr. Niehaus expressed his appreciation that Mr. Streicher kept that in mind when developing the budget.

Mr. Streicher indicated that a draft budget will be discussed at the next TAC meeting with the Finance Directors and will work to find any additional cost savings if feasible. Mr. Streicher advised that he will bring a draft budget plan to the September EOC Committee meeting, with the final draft for recommendation at the October meeting.

9. Other Business

- 9.1 Technical Advisory Committee Updates
- 9.2 Pending Agenda Items

10. ***Next EOC Meeting*** – The next regularly scheduled EOC Meeting is set for ***Thursday, September 10, 2020 at 8:00 a.m. via Zoom.***

EOC Meeting/August 2020
Minutes

Mr. Niehaus moved to adjourn the August 13, 2020 EOC Meeting and Trustee Ware seconded the MOTION. The members responded unanimously to a verbal call of “Aye”. The motion carried. The meeting adjourned at 8:59 a.m.

Submitted by:

Gayle A. Lendabarker
GWA Administrative Secretary

SECTION 5.2

VOUCHERS - AUGUST 2020

**GLENBARD WASTEWATER AUTHORITY
APPROVAL OF VOUCHERS
For the meeting in September 2020**

EXPENDITURES:	Check Date	Paid Amount	
Accounts Payable Warrant 0820-1	8/19/2020	\$ 131,784.80	
Accounts Payable Warrant 0820-2	8/28/2020	\$ 210,766.33	
		<u>\$ 342,551.13</u>	Warrant Total <u>\$ 342,551.13</u>

PAYROLL EXPENDITURES:	August 14, 2020	August 28, 2020	
Net Employee Payroll Checks	<u>\$ 37,142.27</u>	<u>\$ 37,219.78</u>	
 Employee & Employer Payroll Deductions:			
Employee Deductions*	\$ 19,399.03	\$ 19,628.58	
IMRF - Employer contribution	\$ 4,728.01	\$ 4,808.33	
Social Security/Medicare Tax Withheld - Employer portion	\$ 4,081.81	\$ 4,120.58	
Total Payroll	<u>\$ 65,351.12</u>	<u>\$ 65,777.27</u>	<u>\$ 131,128.39</u>
			GRAND TOTAL <u>\$ 473,679.52</u>

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION	
1268 JP MORGAN CHASE NA											
STRM-41		08/06/2020		0820-2	2777	12.74	08/28/2020	DIR	PD	ZOOM - VIDEO MTING CONFER	
1221 BOLLER CONSTRUCTION CO, INC											
payment 32	20170007	07/31/2020		0820-2	2778	160,614.00	08/28/2020	DIR	PD	FACILITY IMPROVEMENT PROJ	
1268 JP MORGAN CHASE NA											
FRER-46		08/06/2020		0820-2	2779	9.99	08/28/2020	DIR	PD	BESTBUY.COM - COMPUTER CA	
FRER-47		08/06/2020		0820-2	2780	842.29	08/28/2020	DIR	PD	JOHNSON THERMAL SYSTEMS -	
FRER-48		08/06/2020		0820-2	2781	204.00	08/28/2020	DIR	PD	MSFT- SOFTWARE LICENSE 8/	
LENG-137		08/06/2020		0820-2	2782	32.22	08/28/2020	DIR	PD	TARGET - GWA GIFTS FOR ST	
LENG-138		08/06/2020		0820-2	2783	68.00	08/28/2020	DIR	PD	CHICAGO TRIBUNE - SUBSCRI	
LENG-139		08/06/2020		0820-2	2784	81.35	08/28/2020	DIR	PD	PORTILLO'S HOT DOGS - GET	
LENG-140		08/06/2020		0820-2	2785	79.87	08/28/2020	DIR	PD	JEWEL - EMPLOYEE LUNCHEON	
LENG-141		08/06/2020		0820-2	2786	868.40	08/28/2020	DIR	PD	DAILY HERALD - SUBSCRIPTIO	
LENG-142		08/06/2020		0820-2	2787	35.99	08/28/2020	DIR	PD	AMAZON - JANITORIAL SUPPL	
LENG-143		08/06/2020		0820-2	2788	128.93	08/28/2020	DIR	PD	AMAZON - COFFEE CUPS	
LENG-144		08/06/2020		0820-2	2789	89.00	08/28/2020	DIR	PD	AT&T-BACKUP INTERNET JUN/	
LENG-145		08/06/2020		0820-2	2790	89.00	08/28/2020	DIR	PD	AT&T - BACKUP INTERNET JU	
LENG-146		08/06/2020		0820-2	2792	244.55	08/28/2020	DIR	PD	CSWEA - ANNUAL CONFERENCE	
LENG-147		08/06/2020		0820-2	2793	2.96	08/28/2020	DIR	PD	WALMART - KITCHEN SUPPLIE	
293 VILLAGE OF GLEN ELLYN											
IFT-189		08/25/2020		0820-2	2794	13,927.34	08/28/2020	DIR	PD	MONTHLY IFT TRANSFER	
881 AIRGAS, INC											
9103484546		06/30/2020		0820-1	959323	247.06	08/18/2020	INV	PD	#2024961-CALIBRATION GAS	
9103671328	20200004	08/01/2020		0820-1	959323	1,500.00	08/18/2020	INV	PD	VAPORIZERS/AIRGAS LEASE	
9972515397		08/01/2020		0820-1	959323	68.73	08/18/2020	INV	PD	#2024961-CYLINDER RENTAL	
						1,815.79					
859 ANALYTICAL SOLUTION, INC											
I2005080		07/29/2020		0820-1	959324	590.00	08/18/2020	INV	PD	CHP GAS TESTING - JUL 202	
1221 BOLLER CONSTRUCTION CO, INC											

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
PAYMENT 31	20170007	06/30/2020		0820-1	959325	95,471.00	08/18/2020	INV	PD	FACILITY IMPROVEMENT PROJ
			819 UNITED COMMUNICATIONS							
307898		08/15/2020		0820-1	959326	1,130.79	08/18/2020	INV	PD	#1209792-PHONE SVC - AUG/
			47 CINTAS CORPORATION #769							
4058201613		08/10/2020		0820-1	959327	169.90	08/18/2020	INV	PD	#14924503-MAINT SHOP TOWE
			1323 COMMUNITY COLLEGE DISTRICT 502							
12357		07/30/2020		0820-1	959328	495.00	08/14/2020	INV	PD	PSI REGISTRATION - STREIC
			490 COMCAST CABLE COMMUNICATIONS, LLC							
22475		07/25/2020		0820-1	959329	204.67	08/18/2020	INV	PD	#8771200570017919-INTERNE
			1307 CONSERV FS INC							
65101028		07/31/2020		0820-1	959330	1,384.90	08/18/2020	INV	PD	#0809450-MAINT SUPPLIES -
			62 PADDOCK PUBLICATIONS, INC							
152545		08/01/2020		0820-1	959331	201.25	08/18/2020	INV	PD	#112117-BID NOTICES LAWN
			1193 EVERGREEN LAWN CARE, INC.							
15513		07/31/2020		0820-1	959332	500.00	08/18/2020	INV	PD	SUNNYBROOK PROPERTY LAWN
			1250 FREDRIKSEN FIRE EQUIPMENT COMPANY							
202163		07/30/2020		0820-1	959333	2,474.60	08/18/2020	INV	PD	#GLEW02-ANNUL FIRE EXTING
			293 VILLAGE OF GLEN ELLYN							
22515		08/01/2020		0820-1	959334	19.86	08/18/2020	INV	PD	#432720-WATER SVC - MAY/J
			1072 GOLDSTINE, SKRODZKI, RUSSIAN, NEMEC AND HOFF LTD.							
152427		08/10/2020		0820-1	959335	580.00	08/18/2020	INV	PD	#014918-00011-FIP LEGAL S
			297 W.W. GRAINGER, INC.							
9610057664		08/05/2020		0820-1	959336	185.87	08/18/2020	INV	PD	#801764762-ELECTRICAL PAR
			743 GROOT, INC							
5852357		08/01/2020		0820-1	959337	407.51	08/18/2020	INV	PD	#31076943400-REFUSE SVCS
			119 HACH COMPANY							
12050277		07/24/2020		0820-1	959338	90.60	08/18/2020	INV	PD	#71607-ELECTRICAL ANAYLZE

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
1340 HAUSER IZZO PETRARCA, GLEASON & STILLMAN LLC										
26081		08/06/2020		0820-1	959339	598.00	08/18/2020	INV	PD	#G2700-01-LEGAL SVCS FIP
985 HOLSTEINS GARAGE										
1368		07/31/2020		0820-1	959340	35.00	08/18/2020	INV	PD	SAFETY LANE INSPECTION -
124 HOME DEPOT USA, INC										
3023422		08/12/2020		0820-1	959341	39.93	08/18/2020	INV	PD	#7114-MAINT TOOLS - AUG 2
6015292		07/20/2020		0820-1	959341	55.92	08/18/2020	INV	PD	#7114-OPERATIONS SUPPLIES
8031094		07/28/2020		0820-1	959341	54.87	08/18/2020	INV	PD	#7114-ELECTRICAL SUPPLIES
						150.72				
126 ILLINOIS ASSN. OF WASTEWATER AGENCIES										
22489		08/12/2020		0820-1	959342	100.00	08/18/2020	INV	PD	STREICHER, ROMZA, STAAT R
1058 KONECRANES, INC.										
154335389		07/22/2020		0820-1	959343	1,312.50	08/18/2020	INV	PD	#1614040-CRANE REPAIR - J
185 KONICA MINOLTA BUSINESS SOLUTIONS INC										
9006976696		07/25/2020		0820-1	959344	86.81	08/14/2020	INV	PD	#146316-COPIER USAGE JUN/
1133 LAUTERBACH & AMEN, LLP										
46692		06/24/2020		0820-1	959345	2,000.00	07/31/2020	INV	PD	#GLENBARDWAS-AUDIT SERVIC
1189 LEAHY-WOLF COMPANY										
400165		08/11/2020		0820-1	959346	1,846.00	08/14/2020	INV	PD	CHP OIL - AUG 2020
400302		08/13/2020		0820-1	959346	288.75	08/14/2020	INV	PD	MAINT SUPPLIES - AUG 2020
						2,134.75				
157 LEN'S ACE HARDWARE, INC.										
96132-3		07/29/2020		0820-1	959347	5.26	07/31/2020	INV	PD	#331050-OPERATIONS SUPPLI
517 LIPKE-KENTEX CORP.										
585054		07/30/2020		0820-1	959348	414.09	08/14/2020	INV	PD	LAUNDRY CLEANERS- JUL 202
295 VILLAGE OF LOMBARD										
22516		08/03/2020		0820-1	959349	14.55	08/18/2020	INV	PD	#31774-001WATER SVC - JUN
22517		08/03/2020		0820-1	959349	302.31	08/18/2020	INV	PD	#30042-001-CSO WATER SVC
						316.86				
171 MCMASTER-CARR SUPPLY CO.										
43600695		07/06/2020		0820-1	959350	364.91	08/14/2020	INV	PD	#7735700-MAINT SUPPLIES -

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
1201 MUNICIPAL BACKFLOW LLC										
23944		08/11/2020		0820-1	959351	103.90	08/14/2020	INV	PD	RPZ CERTIFICATION TESTING
23945		08/11/2020		0820-1	959351	103.90	08/14/2020	INV	PD	RPZ CERTIFICATION TEST-ST
23946		08/11/2020		0820-1	959351	126.00	08/14/2020	INV	PD	RPZ CERTIFICATION TESTING
23947		08/11/2020		0820-1	959351	727.30	08/14/2020	INV	PD	RPZ CERTIFICATION TESTS-G
						1,061.10				
209 NCL OF WISCONSIN INC										
442401		07/30/2020		0820-1	959352	945.25	08/14/2020	INV	PD	#17348-LAB SUPPLIES - JUL
442687		08/06/2020		0820-1	959352	714.26	08/14/2020	INV	PD	#17348-LAB SUPPLIES - AUG
442924		07/12/2020		0820-1	959352	17.82	08/14/2020	INV	PD	#17348-LAB SUPPLIES - AUG
						1,677.33				
1168 NORTHERN TOOL & EQUIPMENT										
45684859		07/31/2020		0820-1	959353	687.00	08/14/2020	INV	PD	#199902-AMINT TOOLS - JUL
876 PITNEY BOWES, INC										
3104102734		07/30/2020		0820-1	959354	180.06	08/18/2020	INV	PD	#16631770-POSTAGE MACHINE
412 NESTLE WATERS NORTH AMERICA										
10H8100616302		08/06/2020		0820-1	959355	134.84	08/18/2020	INV	PD	#8100616302-BOTTLED WATER
1212 RJN GROUP, INC										
30500106	20200001	08/07/2020		0820-1	959356	9,649.00	08/18/2020	INV	PD	YR 2 FLOW MONITORING
738 SUBURBAN LABORATORIES, INC.										
178693		07/31/2020		0820-1	959357	1,376.28	08/18/2020	INV	PD	LAB SVCS - JUL 2020
271 TERRACE SUPPLY COMPANY										
1014018		07/31/2020		0820-1	959358	51.46	08/18/2020	INV	PD	#315850-WELDING CYLINDER
1240 TWIN OAKS LANDSCAPING, INC										
MR080801-0005	20200007	08/01/2020		0820-1	959359	3,485.00	08/18/2020	INV	PD	LANDSCAPING SERVICES
477 UNITED PARCEL SERVICE, INC										
9YF103310-2020		08/01/2020		0820-1	959360	8.35	08/18/2020	INV	PD	#9YF103-UPS SVCS - JUN 20
988 VERIZON WIRELESS SERVICES LLC										
9859870797		08/01/2020		0820-1	959361	233.74	08/18/2020	INV	PD	#842065533-0001-CELL SERV
881 AIRGAS, INC										
9500607915		07/01/2020		0820-2	959362	5,774.51	08/18/2020	INV	PD	#2024961-LIQUID OXYGEN -
9500612529		08/08/2020		0820-2	959362	5,924.63	08/18/2020	INV	PD	#2024961-LIQUID OXYGEN AU

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION	
						11,699.14					
1117 ANCO STEEL COMPANY INC											
319823		08/19/2020		0820-2	959363	1,280.00	08/28/2020	INV	PD	MAINT METAL SUPPLIES - AU	
1249 AQUAFIX, INC.											
33033		08/25/2020		0820-2	959364	826.12	08/28/2020	INV	PD	DEODORIZING CHEMICAL - AU	
1088 BANNER PERSONNEL SERVICE, INC.											
38601		08/08/2020		0820-2	959365	268.32	08/28/2020	INV	PD	#77006-FRONT DESK TEMP -A	
958 BAXTER & WOODMAN, INC.											
215483		08/21/2020		0820-2	959366	245.00	08/28/2020	INV	PD	#190974.31-NPDES PERIT AS	
768 CINTAS FIRST AID & SAFETY											
8404773762		08/21/2020		0820-2	959367	227.83	08/28/2020	INV	PD	#10127979-FIRST AID SUPPL	
1138 CONSTELLATION ENERGY SERVICES INC											
2970230		08/14/2020		0820-2	959368	997.07	08/28/2020	INV	PD	#BG-11933-NATURAL GAS USA	
1250 FREDRIKSEN FIRE EQUIPMENT COMPANY											
202887		08/27/2020		0820-2	959369	128.35	08/28/2020	INV	PD	#GLEW02-FIRE EXTINGUISHER	
293 VILLAGE OF GLEN ELLYN											
22514		08/01/2020		0820-2	959370	5,586.12	08/18/2020	INV	PD	#610130-WATER SVC - JUN 2	
297 W.W. GRAINGER, INC.											
9631124923		08/25/2020		0820-2	959371	150.84	08/28/2020	INV	PD	#801764762-JANITORIAL SUP	
157 LEN'S ACE HARDWARE, INC.											
96168-3		08/01/2020		0820-2	959372	6.38	08/28/2020	INV	PD	#331050-OFFICE SUPPLIES -	
96176-3		08/03/2020		0820-2	959372	5.91	08/28/2020	INV	PD	#331050-OPERATIONS SUPPLI	
96203-3		08/05/2020		0820-2	959372	.84	08/28/2020	INV	PD	#331050-OPERATIONS MISC S	
96295-3		08/12/2020		0820-2	959372	15.97	08/28/2020	INV	PD	#331050-JANITORIAL SUPPLI	
96459-3		08/27/2020		0820-2	959372	34.36	08/28/2020	INV	PD	#331050-PRETREATMENT SUPP	
						63.46					
1223 CAPITAL ONE NATIONAL ASSN											
317522520063934		08/12/2020		0820-2	959373	98.93	08/28/2020	INV	PD	#7114-MAINT MISC. SUPPLIE	
1070 REVERE ELECTRIC SUPPLY											
S4207958.001		08/14/2020		0820-2	959374	1,403.21	08/28/2020	INV	PD	#105806-ELECTRICAL PARTS	

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
939 STAPLES CONTRACT & COMMERCIAL INC.										
3454606280		08/19/2020		0820-2	959375	22.47	08/28/2020	INV	PD	#DET1680518-OFFICE SUPPLI
464 STRAND ASSOCIATES, INC.										
162668	20180012	08/11/2020		0820-2	959376	4,887.21	08/28/2020	INV	PD	HVAC REHABILITATION DESIG
1001 TROTTER AND ASSOCIATES, INC.										
17326	20200002	07/31/2020		0820-2	959377	37.70	08/28/2020	INV	PD	BIOSOLIDS DEWATERING IMP
477 UNITED PARCEL SERVICE, INC										
9YF103340		08/22/2020		0820-2	959378	13.93	08/28/2020	INV	PD	9YF103-SHIPPING SVCS - AU
1335 U.S. PEROXIDE, LLC										
SLS98306		07/29/2020		0820-2	959379	5,500.00	08/18/2020	INV	PD	#500694-ODOR CONTROL MOBI
90 INVOICES						342,551.13				

** END OF REPORT - Generated by Lori Thomas **

SECTION 5.3

LANDSCAPE SERVICES – CONTRACT AWARD

MEMORANDUM

TO: Matt Streicher P.E., Executive Director
FROM: Jon Braga, Maintenance Superintendent
DATE: September 10, 2020
RE: Request for Approval
Landscape Maintenance Services



The CY2021-CY2023 Landscape Maintenance Services Contract is a Lump-Sum contract billed on a monthly basis during the eight (8) month contract season each year.

Below is the bid tabulation sheet for the August 28th, 2020 Landscape Maintenance Services bid opening. Seven (7) agencies were sent the RFP. Of these, six (6) responded with proposals ranging from a high of \$342,900.00 to a low of \$66,000.00 for services. Our previous Landscape Maintenance Service provider chose not to submit a bid.

Company	Bid Amount - Total 3 Year
<i>Vega Building Maintenance</i>	<i>\$66,000.00</i>
Sebert Landscaping	\$79,176.00
Beary Landscaping	\$103,624.00
Acres Group	\$117,195.00
Serenity Landscape Group	\$195,140.00
Evergreen Lawn Care	\$342,900.00

Having reviewed the submissions, I would like to make the following request to the Executive Oversight Committee:

- 1) Award a Three-Year (3) contract to Sebert Landscaping in the total amount of \$79,176.00 to supply Landscape Maintenance Services as proposed for the Glenbard Plant, Stormwater Plant, the acquired parcel across from the Glenbard Plant (940 Bemis) and acquired parcel directly north of the main plant (1S 641 Sunnybrook Rd) during this three-year contract term.

- 2) Each year shall equate to a Lump-Sum contract valued at \$26,392.00 with payments of \$3,299.00 billed on a monthly basis during the eight (8) month contract season each year.
- 3) Upon approval of the CY2021 Budget, issue Purchase Requisition for the first year of the Glenbard Facility contract period with \$20,624.00 allocated to O&M Account 270-520971 and \$5,768.00 allocated to O&M Account 270-1-520970.

Upon review of lowest bidder Vega Building Maintenance, the references provided indicated inadequate comparisons, as it appears they had not performed landscape services on facilities of our similar size and scope.

The second lowest bidder, Sebert Landscaping, yields a savings of \$4,919.00 over the 3 year period of the contract over the previous landscaping services contract.

References were corresponded with in regards to the second lowest bidder, Sebert Landscaping, all which came back very positive.

Please advise and thank you.

SECTION 6.0

ELECTRICITY AND NATURAL GAS PROCUREMENT

MEMORANDUM

TO: Executive Oversight Committee

FROM: Matt Streicher, P.E. BCEE, Executive Director

DATE: September 10, 2020

RE: Natural Gas Procurement



The Authority's Natural Gas contract expires March 31, 2021, at which time the existing contract would automatically renew for successive one-month periods unless formal notice is given. With the successive one-month periods, the contract states the price per dekatherm will be the "index" price (price per dekatherm listed in Natural Gas Intelligence's Bidweek Survey) *plus* \$0.30 per dekatherm. This could result in significant price increases for the Authority unless a new contract is secured prior to the existing contract's expiration. Due to the rapid market changes and the inability to secure prices for not much more than a day it would be in the best interest of the Authority and the EOC if the Executive Director were able to secure prices when they appear to be at their lowest point. Therefore, following the success of the EOC approved Natural Gas and Electricity procurement practice utilized in October/November 2014 and again in July 2017, the Authority is requesting that the Executive Director be provided the ability to secure prices for Natural Gas when they appear to be at their lowest point. The selection process as requested is outlined below:

1. Receive quotes from all qualified Electric Energy and Natural Gas suppliers.
2. Identify and confirm the lowest three-year contract prices.
3. Have legal do a review of the contract.
4. The Executive Director will sign the contract documents.
5. Contract Documents and Information about the Electric Energy and Natural Gas supplier presented to the EOC in the consent agenda at the next scheduled EOC meeting.

This process seems to provide the Authority with the best means to acquire the lowest pricing in the most efficient manner. This method will be requested again from the EOC next fall prior to the Electric contract expiring in April 2022. It is requested that the EOC motion to authorize the Executive Director to secure Natural Gas prices when gas prices are below \$3.25/MMBtu

SECTION 7.0

CY2021 DRAFT BUDGET

MEMORANDUM

TO: Executive Oversight Committee
FROM: Matt Streicher, P.E. BCEE, Executive Director
DATE: September 10, 2020
RE: Draft CY2021 Budget



As a means to help convey the significant budgetary impacts for CY2021, provided below is an outline of significant changes and items that have the largest impacts on the budget.

Capital Fund 40

- 1% increase in capital contributions from each Village
- Increased annual revenue from Glen Ellyn Connection fees from \$10k to \$25k based on direction from Glen Ellyn
- Decreased cell tower revenue back to original forecasts (\$57k) due to uncertainty of new tower being installed now.
- Incorporated Operating Surplus Transfer - \$181,469
- Included IEPA Loan payback for FIP
- Small Capital Projects incorporated several smaller scale “capital” projects/purchases to increase it \$30k over CY2020
- Deferred Routine Infrastructure Improvements to reduce budget **\$46.4k** from CY2020
- Deferred Routine Equipment Rehabilitation to reduce budget **\$235k** from CY2020
- Included Biosolids Dewatering and Electrical Rehabilitation Capital Projects in CY2021
- Updated Cash on Hand at 1/1/2020 based off CY2019 Audit, moved all budget forecasts into the black
- There may be one or two items identified to add into Infrastructure Improvements or Equipment Rehabilitation, however, the goal would be to not exceed the previous years budgeted amount.

Operations & Maintenance 270

- Salaries have a 0% increase, however IMRF has gone done 1.9% (\$2,513)
- After increasing Employee Education up 51.1% (\$9,700) in CY2020 due to new requirements for Continued Education for Licensed Operators, it was now reduced 13.9% (\$4k) due to more seminars being offered virtually, and less travel required. Also, if WEFTEC is held, it will be in Chicago in 2021 instead of New Orleans, therefore reducing travel costs associated with training.
- Increased Legal Support 33% (\$5k) due to anticipated additional needs in relation to the FIP.
- 6% (\$1,940) annual increase in the DuPage River Salt Creek Workgroup fees. The workgroup fees are actually a 3% annual increase, however due to different fiscal years, values put in prior budgets were always a year behind. The number inserted in the draft CY21 budget is what will be paid for GWA's CY21 budget year, but the workgroups FY22.
- Decreased Lab Support 12.3% (\$3,500) due to not needing to perform biomonitoring again until 2024
- Audit fees remain the same as CY2020 budget
- Liability Insurance remains the same as CY2020 budget
- Health Insurance up 16% (\$37,700)
- In-House Maintenance on Building Exteriors and Grounds down 7% (\$750). Staff was able to defer items resulting in a small amount of savings.
- Contracted Maintenance on Building Exteriors and Grounds down 3.4% (\$1,350). Staff was able to defer items resulting in a small amount of savings, and the new landscaping contract resulted in a reduction in price.
- In-House Maintenance on Equipment up 31% (\$83,000). This is mainly due to the forecast of the Combined Heat and Power engines hitting major milestones this year based on hours ran. When they hit this milestone, a significant overhaul will be required, and will factor into their return on investment. Both engines are expected to hit 20,000 hours this year, which consists of a \$124k per engine (2 engines) "overhaul." The Maintenance Department went through a great effort to reduce/defer other items in the CY21 budget to compensate, and therefore only result in the \$83k increase.
- GWA staff reduced Maintenance Contracts 2.6% (\$1,600), as staff was able to defer a small amount of savings. However, the Equipment Services Support (Fleet Vehicle

Maintenance provided by the Village of Glen Ellyn) increased \$5,800, resulting in an overall increase of 6.9% (\$4,200) for this line item.

- In-House Maintenance on Electrical Maintenance down 9.1% (\$6,000). Electrical staff thoroughly revised their budget and was able to defer items resulting in a decent amount of savings.
- Electrical Contracts down 2.1% (\$4,760). Electrical staff thoroughly revised their budget and was able to defer items resulting in a decent amount of savings.
- Operational Supplies down 49.6% (\$7,000). Operational staff reviewed routine costs and was able to realize that due to the replacement of the belt filter presses in CY2021, replacement belts for the filters are able to be deferred for a year, resulting in a decent amount of savings.
- Overhead fees increase 2.3% (\$3,087). *Village of Glen Ellyn increases overhead fees by CPI annually, which is agreed upon in the Intergovernmental Agreement*
- Sludge Disposal increased 5.4% (\$10,000) due to increased sludge production. Due to some changes in processes more sludge has been generated. Although attempts will be made to reduce sludge generation again it will be unknown until the new processes settle out. This item has seen over 5% decreases the past two years though. This contracted service will also be bid out again early in CY21, and due to market conditions, it is possible the costs for these services will increase.
- Telecommunications increased 15.8% (\$4,300) due to increased costs in phone service, number of devices on cellular network, and other contractual fee increases. However, this item went down 14.5% (\$4,600) in CY2020. This item will continue to fluctuate year to year based on costs of outside services.
- Electric power down 5.1% (\$20,000). Although it is anticipated the Authority may be able to generate a greater amount of electricity with CHP use, due to delays in the FIP project, there are too many unknowns to allow for this budget item to be reduced further. This item is estimated to finish significantly above budget in CY2020, however, that is mainly attributed to items related to the FIP – which will no longer factor into energy usage in CY21. In the near future it is hope this number could be cut down by greater percentages once the results of all of the recent improvements can be trended.
- Water down 25% (\$5,000). Staff has been able to utilize more non-potable water (treated effluent) throughout the plant, which has reduced the need for City water, and has also streamlined other processes where city water is needed. This is the third year in a row that the budget for water has decreased over 20%.
- Laboratory Supplies down 5.9% (\$1,000). Lab staff has typically not needed to utilize a greater amount; therefore, it was determined this line item could be reduced. This is the third year in a row that staff was able to reduce this budget item

- Administrative Purchases down **50% (\$1,000)**. This percentage is a bit deceiving because of the low amount to start off with. The main reason for the decrease is the removal of a drone purchase (\$1,000), which was purchased in CY2020.
- Safety down **2.3% (\$500)** due to no longer being able to provide cash value safety awards due to tax purposes. Although awards had not been distributed for several years, budget remained the past couple of years, so it has been removed permanently.
- Liquid Oxygen down **4.5% (\$15,000)**. This is a newer process (within 3 years) that we continue to tweak and optimize. Despite the cost of product itself rising, as well as additional service fees, staff has been able to consistently reduce the use of liquid oxygen so it is forecasted we will use less than previous years.
- Stormwater Plant & Hill Avenue Lift Station Budget: A **2.6% (\$3,632)** decrease is realized by diligent efforts of staff to defer some costs, as well as some contracted services coming in lower than previous years.
- NRI/St. Charles Road Lift Station Budget: An **8.9% (\$2,950)** decrease is realized by diligent efforts of staff to defer some costs, as well as some contracted services coming in lower than previous years.
- SRI/Valley View Lift Station Budget: A **1.1% (\$250)** increase is seen due to an oversight in previous years' budget where diesel fuel for the emergency generator was not included, resulting in a \$750 increase. Even in the event of no power failures, the emergency generator is exercised every other week resulting in some fuel usage. However, the Electrical Department was able to reduce routine cost by 50% (\$500), which offset the slight increase.

The budget has an overall increase of 1.3% or \$106,357 over the CY2020 budget. It is requested that the EOC provide feedback on this draft budget, as a final version of it will be presented at a future EOC meeting, and a request will be made to motion the EOC to authorize approval to the Full Boards of Glen Ellyn and Lombard.

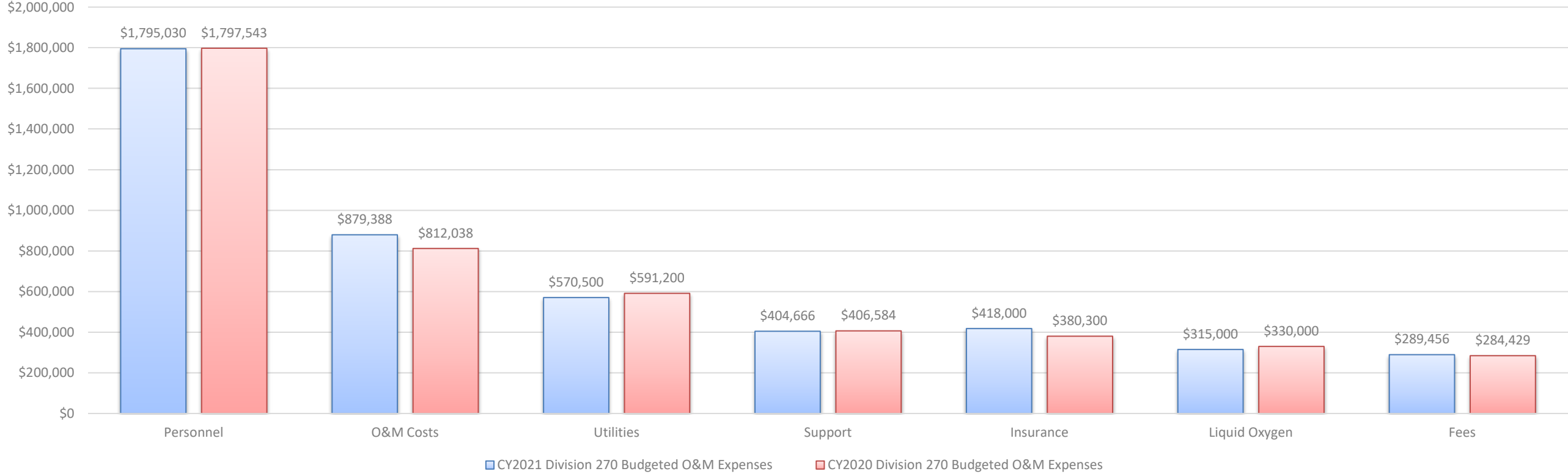
Glenbard Wastewater Authority
 Budget CY2021
 All Funds
 Expense Allocation to Partners

APPROVED CY2020 EXPENSES ALLOCATED TO PARTNERS			
	LOMBARD	GLEN ELLYN	TOTAL
Fund 27 -- Operation & Maintenance Fund	2,708,876	1,883,218	4,592,094
TOTAL O&M BUDGET	2,708,876	1,883,218	4,592,094
CAPITAL EQUIPMENT REPLACEMENT FUND	1,984,190	1,656,860	3,641,050
TOTAL O&M AND CAPITAL BUDGETS	4,693,066	3,540,078	8,233,144
ESTIMATED ACTUAL CY2020 EXPENSES ALLOCATED TO PARTNERS			
	LOMBARD	GLEN ELLYN	TOTAL
Div. 270 -- Glenbard Plant / SRI L.S. / Sunnyside L.S.	2,592,423	1,802,259	4,394,682
270-1 -- Stormwater Plant / Hill Ave L.S.	83,268	57,888	141,156
270-2 -- North Reg. Int. / St. Charles Rd. L.S.	21,818	15,168	36,987
270-3 -- South Reg. Int. / Valley View L.S.	11,836	8,229	20,065
TOTAL O&M BUDGET	2,709,346	1,883,544	4,592,890
CAPITAL EQUIPMENT REPLACEMENT FUND	1,984,190	1,656,860	3,641,050
TOTAL O&M AND CAPITAL BUDGETS	4,693,536	3,540,404	8,233,940
CY2020 BUDGET OVER (UNDER)	470	326	796
PROPOSED CY2021 PARTNERS ALLOCATION			
	LOMBARD	GLEN ELLYN	TOTAL
Fund 27 -- Operation & Maintenance Fund	2,771,583	1,890,457	4,662,041
TOTAL O&M BUDGET	2,771,583	1,890,457	4,662,041
CAPITAL EQUIPMENT REPLACEMENT FUND	2,012,490	1,664,970	3,677,461
TOTAL O&M AND CAPITAL BUDGETS	4,784,073	3,555,428	8,339,501
Proposed CY2021 Partners Allocation Compared to Approved Expenses Allocated to Partners CY2020:			
Operation & Maintenance	\$62,707 2.3%	\$7,239 0.4%	\$69,947 1.5%
Capital Improvements	\$28,300 1.4%	\$8,110 0.5%	\$36,411 1.0%
Total O&M and Capital Budgets	\$91,007 1.9%	\$15,350 0.4%	\$106,357 1.3%

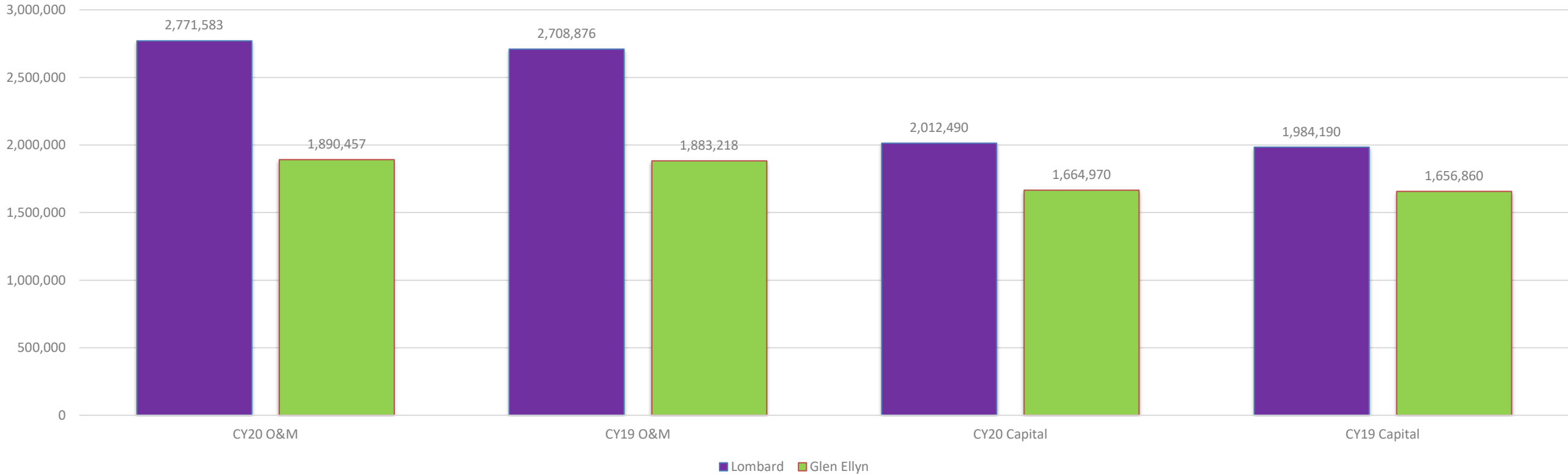
Glenbard Wastewater Authority				
Budget CY2021				
SUMMARY BY DIVISION				
Operations & Maintenance				
Expense Allocation to Partners	Actual	Budgeted	Estimated	Budgeting
REVENUES	CY2019	CY2020	CY2020	CY2021
Div. 270 -- Glenbard Wastewater Authority	4,244,218	4,592,094	3,936,081	4,662,041
Interest O&M Fund	42,695	10,000	8,000	10,000
Miscellaneous Revenue	0	0	0	0
IRMA Reimbursement	0	0	0	0
Total Revenues	4,286,913	4,602,094	3,944,081	4,672,041
EXPENSES	Actual	Budgeted	Estimated	Budgeting
	CY2019	CY2020	CY2020	CY2021
Div. 270 -- Glenbard Plant / SRI L.S. / Sunnyside L.S.	4,125,065	4,406,294	4,394,682	4,482,573
270-1 -- Stormwater Plant / Hill Ave L.S.	115,099	140,600	141,156	136,968
270-2 -- North Reg. Int. / St. Charles Rd. L.S.	29,673	33,000	36,987	30,050
270-3 -- South Reg. Int. / Valley View L.S.	17,075	22,200	20,065	22,450
Total O&M Expense:	4,286,913	4,602,094	4,592,890	4,672,041
Village of Glen Ellyn O&M Expenditures	1,824,510	1,887,319	1,883,544	1,894,512
Village of Lombard O&M Expenditures	2,462,403	2,714,775	2,709,346	2,777,528
Budget (Over) Under	1	0	(648,809)	0
Use of Available Cash				

Glenbard Wastewater Authority				
CY2021 Total Budget				
	Actual	Budgeted	Estimated	Budgeting
	CY2019	CY2020	CY2020	CY2021
Operations & Maintenance	\$4,286,913	\$4,602,094	\$4,592,890	\$4,672,041
Capital Costs (Expenses & Debt Repayment)	\$3,194,816	\$9,933,165	\$9,927,579	\$7,105,241
TOTAL	\$7,481,729	\$14,535,259	\$14,520,469	\$11,777,282

CY2020/CY2021 Division 270 Budgeted O&M Comps



CY2020/CY2021 Member Contribution Comps



Budget CY2020**Operations & Maintenance****Division 270****Expense Allocation to Partners****REVENUE**

		Actual CY2019	Budgeted CY2020	Estimated CY2020	Budgeting CY2021
Operation/Maintenance					
450010	Glen Ellyn Share - 40.55%	1,722,890	1,883,218	1,548,046	1,890,457
450015	Lombard Share - 59.45%	2,521,328	2,708,876	2,388,034	2,771,583
	Partners Allocation	4,244,218	4,592,094	3,936,081	4,662,041
	Interst Income - O&M Fund	42,695	10,000	8,000	10,000
	Misc. Revenue	0	0	0	0
	IRMA Reimbursement	0	0	0	0
DIVISION 270		4,286,913	4,602,094	3,944,081	4,672,041

NOTE: The flow splits used to calculate partner payments for CY2021 are as follows:

Flow Split for Glen Ellyn: 40.55%

Flow Split for Lombard 59.45%

(for 5 yrs. Average ending 12/31/19)

NOTE: The flow splits used to calculate partner payments for CY2020 are as follows:

Flow Split for Glen Ellyn: 41.01%

Flow Split for Lombard 58.99%

(for 5 yrs. Average ending 12/31/18)

NOTE: The flow splits used to calculate partner payments for CY2019 are as follows:

Flow Split for Glen Ellyn: 42.56%

Flow Split for Lombard 57.44%

(for 5 yrs. Average ending 12/31/17)

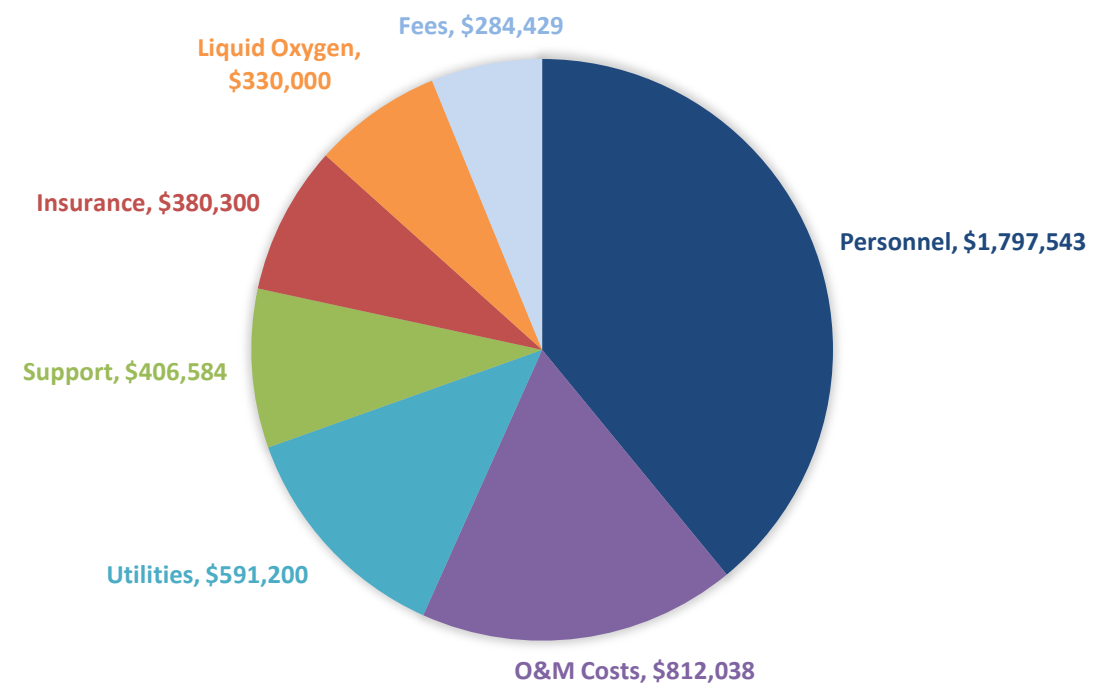
Budget CY2021
Operations and Maintenance
Division 270
Expense Allocation to Partners

Footnotes

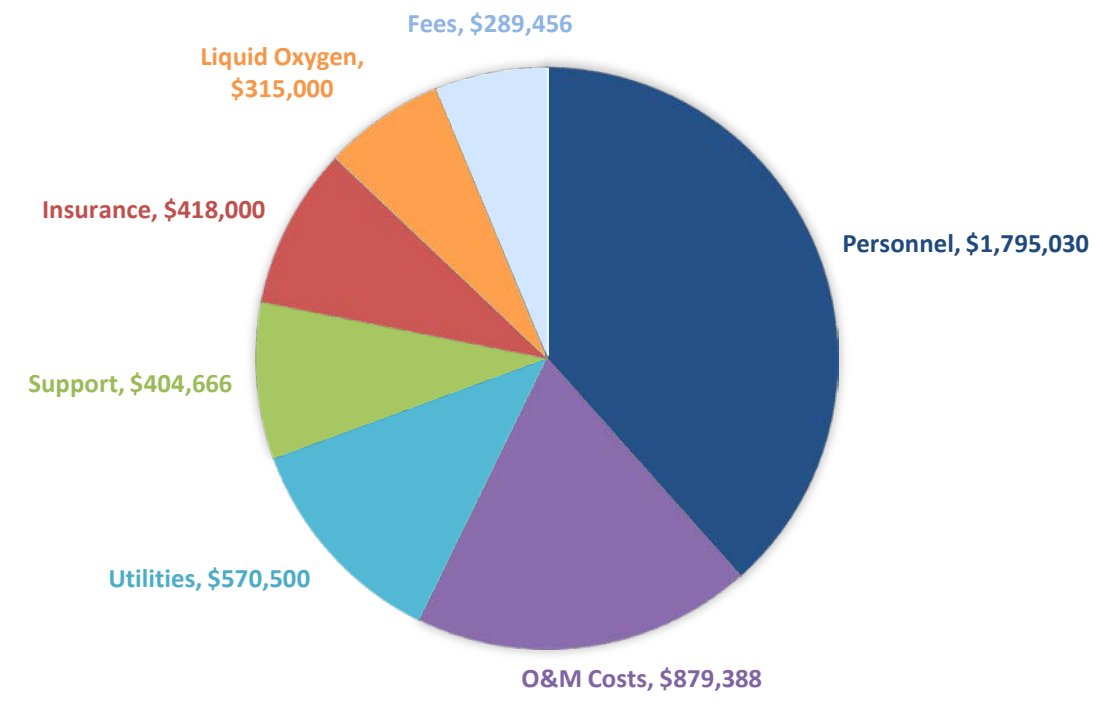
EXPENSES

			Actual CY2019	Budgeted CY2020	Estimated CY2020	Budgeting CY2021	% Difference CY20-CY21	\$ Difference CY20-CY21
Personnel Services								
510100	Salaries - Regular	1	1,383,880	1,412,000	1,494,642	1,412,000	0.0%	0
510110	Salaries - Part-Time Ops.	2	54,409	60,000	45,633	60,000	0.0%	0
510200	Salaries - Overtime	3	47,691	66,000	56,291	66,000	0.0%	0
510300	Salaries - Temporary/Seasonal		5,144	7,000	1,050	7,000	0.0%	0
510400	FICA		109,053	118,193	117,270	118,193	0.0%	0
510500	IMRF	4	99,145	134,350	134,694	131,838	-1.9%	(2,513)
	State Unemployment		1,521	0	0	0	0.0%	0
	Total		1,700,842	1,797,543	1,849,580	1,795,030	-0.1%	(2,513)
Contractual Services and Commodities								
520305	Employee Recognition		989	1,000	500	1,000	0.0%	0
520600	Dues/Subs./Fees		10,005	9,900	9,998	9,900	0.0%	0
520615	Recruiting/Testing		1,010	1,000	1,000	1,000	0.0%	0
520620	Employee Education	5	16,075	28,700	12,985	24,700	-13.9%	(4,000)
520625	Travel (Mileage)		199	750	400	750	0.0%	0
520700	Pro. Serv.-Legal Support	6	23,060	15,000	15,000	20,000	33.3%	5,000
520750	Legal Notices		641	500	515	500	0.0%	0
520775	Regulatory Fees		52,740	53,000	53,000	53,000	0.0%	0
520776	DuPage River Salt Creek Work Group Fee	7	32,024	32,200	33,145	34,140	6.0%	1,940
520806	Pro. Serv.-Lab Support		26,258	28,500	22,900	25,000	-12.3%	(3,500)
520816	External Consulting Fees	8	8,736	20,000	16,900	20,000	0.0%	0
520825	Audit Fees / Pro. Serv. - Acct.	9	14,700	15,100	16,629	15,100	0.0%	0
520885	Insurance - Liability (MICA)	10	148,072	145,000	137,756	145,000	0.0%	0
520893	Wellness/Health Incentives		600	0	0	0	0.0%	0
520895	Insurance - Health	11	248,779	235,300	269,046	273,000	16.0%	37,700
520970	Maint. - Bldg. & Grds.		5,658	10,700	9,700	9,950	-7.0%	(750)
520971	Bldg. & Grounds - Support		47,696	56,600	38,900	54,674	-3.4%	(1,926)
520975	Maint. - Equipment		110,366	267,388	140,000	350,388	31.0%	83,000
520976	Maint. - Support	12	46,087	60,550	58,950	64,750	6.9%	4,200
520980	Maint. - Electronics		74,889	66,000	60,387	60,000	-9.1%	(6,000)
520981	Elect. - Support	13	195,740	222,534	226,177	217,774	-2.1%	(4,760)
520990	Operations - Supplies		12,669	14,100	7,100	7,100	-49.6%	(7,000)
520991	Operations - Support		4,500	7,000	7,044	7,000	0.0%	0
521055	Professional Services - Other Support		186	4,000	4,000	4,000	0.0%	0
521130	Overhead Fees	14	131,726	134,229	134,228	137,316	2.3%	3,087
521150	Sludge Disposal - Land Applied	15	193,648	185,000	217,654	195,000	5.4%	10,000
521195	Telecommunications		30,085	27,200	31,993	31,500	15.8%	4,300
521201	Electric Power	16	522,098	395,000	481,184	375,000	-5.1%	(20,000)
521202	Natural Gas	17	35,713	60,000	56,021	60,000	0.0%	0
521203	Water		21,199	20,000	14,630	15,000	-25.0%	(5,000)
521204	Self-Gen Gas		4,382	6,000	4,600	6,000	0.0%	0
530100	Office Expenses		13,029	16,500	15,000	16,500	0.0%	0
530106	Operating Supplies - Lab		14,950	17,000	20,808	16,000	-5.9%	(1,000)
530107	Pretreatment Expenses		158	4,500	2,000	4,500	0.0%	0
530200	Administrative Purchases		0	2,000	2,500	1,000	-50.0%	(1,000)
530225	Safety		15,471	21,500	17,900	21,000	-2.3%	(500)
530440	Chemicals	18	35,780	90,000	84,215	90,000	0.0%	0
530443	Liquid Oxygen	19	318,438	330,000	315,539	315,000	-4.5%	(15,000)
530445	Uniforms		5,866	5,000	4,800	5,000	0.0%	0
	Total		2,424,223	2,608,751	2,545,103	2,687,543	3.0%	78,791
TOTAL DIVISION 270			4,125,065	4,406,294	4,394,682	4,482,573	1.7%	76,279

CY2020 O&M EXPENSES



CY2021 O&M EXPENSES



Budget CY2021

EXPENSES

Operations & Maintenance

Division 270-1

Stormwater Plant & Hill Avenue Lift Station

		Actual CY2019	Budgeted CY2020	Estimated CY2020	Budgeting CY2021	% Difference CY19-CY20	\$ Difference CY19-CY20
Operations & Maintenance							
520775	Regulatory Fees	20,000	20,000	20,000	20,000	0.0%	0
520970	Maint. - Bldgs. & Grnds. / Support	9,980	11,700	8,725	10,768	-8.0%	(932)
520975	Maint. - Equipment	2,393	5,900	4,500	5,200	-11.9%	(700)
520980	Maint. - Electronics	327	4,000	3,000	2,000	-50.0%	(2,000)
521201	Electric Power	35,499	38,000	37,725	38,000	0.0%	0
521202	Natural Gas	4,107	5,000	3,634	5,000	0.0%	0
521203	Water	3,998	5,000	4,826	5,000	0.0%	0
530105	Operations Supplies	539	1,000	835	1,000	0.0%	0
Commodities							0
530440	Chemicals	38,256	50,000	57,911	50,000	0.0%	0
Total 270-1		115,099	140,600	141,156	136,968	-2.6%	(3,632)

Budget CY2021
 Operations & Maintenance
 270-2
 NRI / St. Charles Road L.S.

EXPENSES

		Actual CY2019	Budgeted CY2020	Estimated CY2020	Budgeting CY2021	% Difference CY20-CY21	\$ Difference CY20-CY21
St. Charles Rd. Lift Station							
520970 SC	Maint. - Bldg. & Grnds.	0	500	298	450	-10.0%	(50)
520975 SC	Maint - Equipment	7,420	9,000	9,733	7,600	-15.6%	(1,400)
520980 SC	Maint. - Electronics	468	3,000	2,900	1,500	-50.0%	(1,500)
521201 SC	Electric Power	21,786	20,000	23,711	20,000	0.0%	0
Total		29,673	32,500	36,642	29,550	-9.1%	(2,950)
North Regional Interceptor							
520970 NRI	Maint. - Piping & Grnds.	0	500	345	500	0.0%	0
Total		0	500	345	500	0.0%	0
Total 270-2		29,673	33,000	36,987	30,050	-8.9%	(2,950)

Budget CY2021
Operations & Maintenance
270-3

EXPENSES

SRI / Valley View L.S.		Actual CY2019	Budgeted CY2020	Estimated CY2020	Budgeting CY2021	% Difference CY20-CY21	\$ Difference CY20-CY21
Valley View Lift Station							
520970 VV	Bldg. & Grnds. Support	1,671	700	800	700	0.0%	0
520975 VV	Maint. - Equipment	285	5,000	4,796	5,750	15.0%	750
520980 VV	Maint. - Electronics	0	1,000	1,200	500	-50.0%	(500)
521201 VV	Electric Power	12,035	13,000	11,237	13,000	0.0%	0
521203 VV	Water	1,414	2,000	1,782	2,000	0.0%	0
Total		15,404	21,700	19,815	21,950	1.2%	250
South Regional Interceptor							
520970	Maint. - Piping & Grnds.	1,671	500	250	500	0.0%	0
Total		1,671	500	250	500	0.0%	0
Total 270-3		17,075	22,200	20,065	22,450	1.0%	250

Budget CY2021
 Glenbard Treatment Facility
 Fund 40 Capital Plan
 Capital Improvements Detail

	Estimated CY2020	Budgeting CY2021
PROCEEDS FROM BORROWING	1,980,000	1,870,000
INVESTMENT INCOME	32,000	20,000
CONNECTION FEES - GLEN ELLYN	10,000	25,000
CONNECTION FEES - LOMBARD	7,000	25,000
ENERNOC DEMAND RESPONSE PROGRAM	23,494	26,000
LEACHATE REVENUE	181,244	117,000
FATS OIL & GREASE (FOG) / INDUSTRIAL WASTE TIPPING FEES	90,000	75,000
CELL TOWER REVENUE	55,000	57,000
OPERATING SURPLUS TRANSFERS	181,469	0
PRETREATMENT FINES	0	0
MISCELLANEOUS REVENUE	5,000	1,000
EQUIPMENT REPLACEMENT FUND		
	GLEN ELLYN - 45.28%	1,656,860
	LOMBARD - 54.73%	1,984,191
REVENUES TOTAL:	6,206,258	5,893,461
PRINCIPAL & INTEREST:		
IEPA FIP PRINCIPAL	702,042	702,042
IEPA FIP INTEREST	292,688	292,688
IEPA DIGESTER PRINCIPAL	545,395	559,115
IEPA DIGESTER INTEREST	91,607	77,887
PRINCIPAL & INTEREST TOTALS:	1,631,731	1,631,731
CAPITAL IMPROVEMENTS		
PROPERTY ACQUISITION		
	SPENT/ESTIMATED TO SPEND	0
CAPITAL IMPROVEMENT PROJECTS		
VEHICLE AND EQUIPMENT REPLACEMENT	45,468	48,000
SMALL CAPITAL PROJECTS	45,000	115,000
INFRASTRUCTURE UPGRADES	50,000	50,600
ROOF REPLACEMENTS	268,000	47,000
PLANT EQUIPMENT REHABILITATION	130,000	100,000
CRYO MAINTENANCE/ATMOSPHERIC VAPORIZER PURCHASE OR LEASE	20,000	20,000
MCC REPLACEMENTS	0	0
PLC REPLACEMENTS	88,293	216,360
UNOX DECK REPLACEMENTS	0	0
GRIT PUMP & SCREENING WASHER/CONVEYOR REPLACEMENT	245,000	0
ADMINISTRATION BUILDING HVAC REHABILITATION CONSTRUCTION	998,000	0
ADMINISTRATION BUILDING HVAC REHABILITATION CONSTRUCTION ENGINEERING	64,000	0
DUPAGE RIVER SALT CREEK WORKGROUP ASSESSMENT	272,305	281,000
RAS PUMP STATION REHABILITATION	0	180,000
CARBO RAS PUMP REPLACEMENT	240,000	
FACILITY IMPROVEMENTS PROJECT	2,980,000	0
FACILITY IMPROVEMENTS PROJECT CONSTRUCTION ENGINEERING	180,000	0
BIOSOLIDS DEWATERING EQUIPMENT REPLACEMENT ENGINEERING	269,700	100,000
BIOSOLIDS DEWATERING EQUIPMENT REPLACEMENT CONSTRUCTION	0	1,870,000
ELECTRIC SERVICE DISTRIBUTION SYSTEM REHABILITATION PROJECT CON. ENG	66,550	66,550
ELECTRIC SERVICE DISTRIBUTION SYSTEM REHABILITATION PROJECT	2,379,000	2,379,000
CAPITAL IMPROVEMENTS TOTALS:	8,341,316	5,473,510
PRINCIPAL & INTEREST / CAPITAL IMPROVEMENTS TOTALS	9,973,047	7,105,241

CY2021

GLENBARD WASTEWATER AUTHORITY EQUIPMENT REPLACEMENT FUND

FUND 40		Actual CY19 Bdgt	Approved CY20 Bdgt	Estimated CY20 Bdgt	Budgeting CY21 Bdgt
5966	Equipment Replacement Flow Split - Total = Half of the Whole	1,767,500	1,820,525	1,820,525	1,838,730
	* Glen Ellyn Flow Split - 40.55%	752,248	746,597	746,597	745,605
	* Lombard Flow Split - 59.45%	1,015,252	1,073,928	1,073,928	1,093,125
	Equipment Replacement Split in Equity - Total = Half of the Whole	1,767,500	1,820,525	1,820,525	1,838,730
	Glen Ellyn Flow Split - 50%	883,750	910,263	910,263	919,365
	Lombard Flow Split - 50%	883,750	910,263	910,263	919,365
	Total	3,535,000	3,641,050	3,535,000	3,677,461

				Total Contributions	Percentage by Contribution
Total Glen Ellyn Equipment Replacement Fund Contribution:		1,635,998	1,656,860	1,656,860	45.28%
Total Lombard Equipment Replacement Fund Contribution:		1,899,002	1,984,190	1,984,191	54.73%

* Indicates Current 5 Year Avg. Flow Split for CY2021

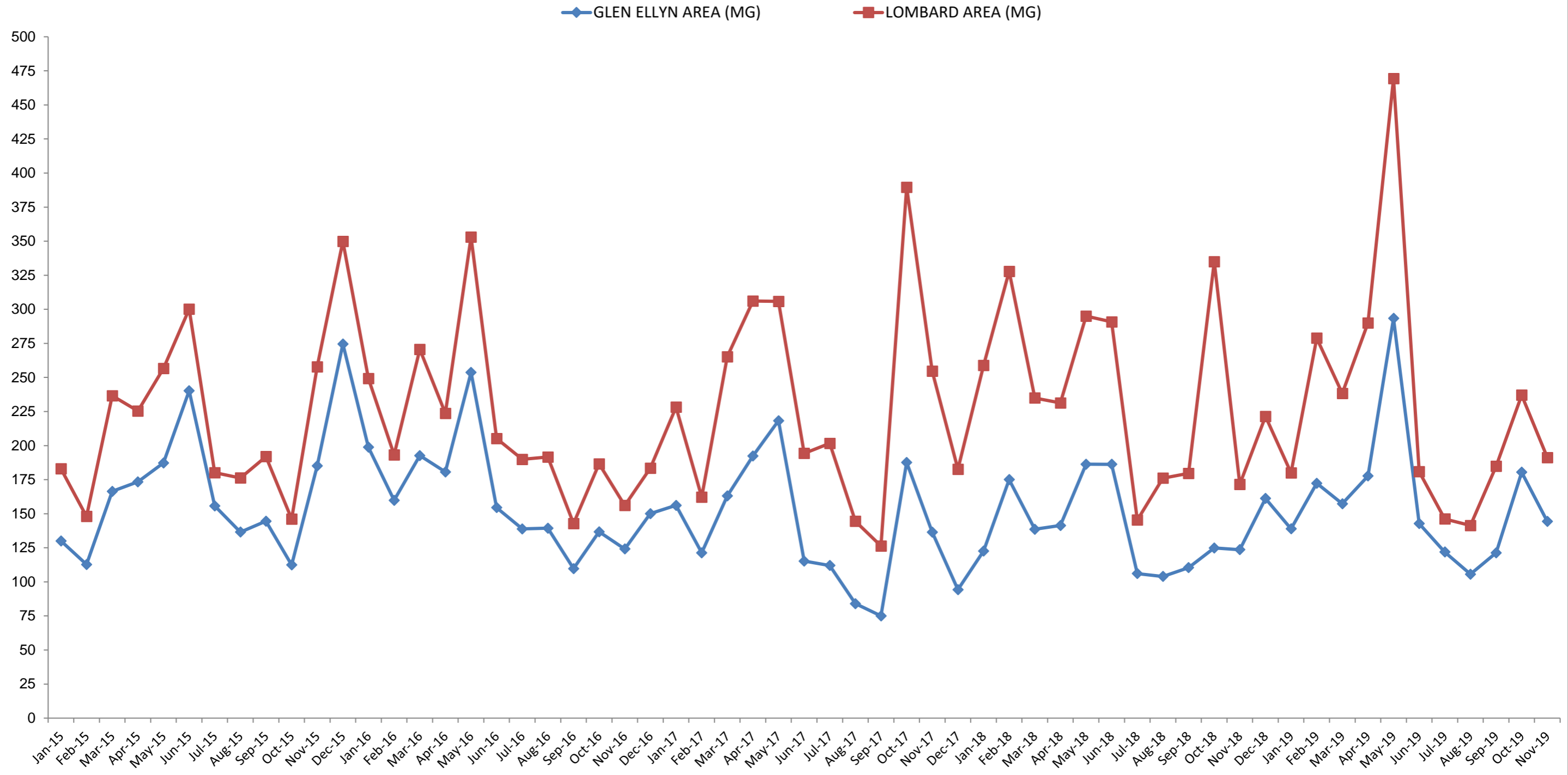
Comments Pertaining to the Historical Value of the Equipment Replacement Fund

- ~ As a condition of Grant funding, the United States Environmental Protection Agency required that an equipment replacement fund be established. The purpose of the replacement fund is to be sure adequate funds are in place to replace equipment and make improvements as they are needed.
- ~ The 1985 Fred P. Johnson and Associates study recommended that a seven percent (7%) Sinking Fund be set up for equipment replacement. That meant that the fund would grow by seven percent (7%) each year. The Johnson study projected the Sinking Fund through FY 1991.
- ~ In FY1986 the O&M Sinking Fund was established with contributions being made to Fund 27, Glenbard Wastewater Authority Operations and Maintenance Fund.
- ~ In 1988 a new Fund was created based off of the Johnson Study recommendations. This was Fund 28, Glenbard Wastewater Authority Capital Equipment Replacement Fund. Fund 27 was the depository for Fund 28 with Inter Fund Transfers (IFT's) being the vehicle to transfer needed funds into Fund 28. The Equipment Replacement Fund spreadsheet illustrates the deposits, transfers, splits and accumulations of the money.
- ~ In FY1992, after analyzing likely FY1992 - FY1997 equipment replacement needs, Glenbard Staff and the Executive Oversight Committee concluded that a five percent (5%) sinking fund will be adequate. It took four fiscal years between FY1992 and FY1996 to return to the contribution level of 1991. The Sinking Fund is shown as growing by five percent (5%) from FY1992 - FY1999.
- ~ A Facility Plan developed in FY(1998) caused the Glenbard Staff and the Executive Oversight Committee to commit to increasing the Sinking Fund to the Fred Johnson calculated values by FY2004.
- ~ The Sinking Fund was re-evaluated during the FY2007 budget discussions with Village Managers and Finance Directors when it was decided to no longer follow the recommended seven percent (7%) annual increase, but to evaluate the contribution on an annual basis. The Managers agreed to return to the seven percent (7%) annual increase in FY2008.
- ~ The Sinking Fund was again evaluated during budget planning for FY2008 when the decision by Village Managers and Finance Directors moved the Authority away from dedicated annual contributions, but to evaluate the contribution annually. At this time Village Managers and Finance Directors agreed to reduce the annual contribution to the Sinking Fund. It took three fiscal years between FY2008 and FY2010 to return to the contribution level of FY2007.
- ~ FY2011 was the first year that the EOC agreed to change the budget format without an executed IGA. The change to the percentages regarding how the Regional Treatment System was constructed did nothing more than devalue the Glenbard Plant to create arbitrary funds and increase value in others.
- ~ FY 2013 is the third year the budget has been formatted without a supporting IGA. Both Village presidents agreed at the December 2011 EOC meeting that this would be the last budget formatted without a supporting IGA. If an agreeable funding mechanism cannot be achieved by November 2012 the budget will revert back to the 1998 IGA supporting the FY10 budget format.
- ~ Beginning with the FY2013 Facility Plan the Capital Equipment Replacement Fund shall be funded with a mandatory ten percent (10%) increase from fiscal year to fiscal year through the 10 year plan as agreed to by the EOC. The increase to the Fund for FY2014 is actually eleven percent (11%). With this figure the period between FY2000 & FY2014 averages seven percent (7%) contribution.
- ~ FY2014 The Capital Equipment Replacement Fund 40 is utilizing a unique revenue split approved by both partners. The revenue split shall divide the agreed contribution in half, of which the first half shall be split 50% between partners. The second half of the agreed contribution will be split by the flow utilized to calculate the partners payments. A single Capital Fund (40) shall be used to expense all projects with the approval of the Executive Oversight Committee.
- ~ SY2014, contribution which was originally the FY2015 contribution was scheduled to be \$2,970,000 based on a 12 month fiscal year. With the change to a calendar year format FY2015 was modified to a Stub Year (SY) due to the 8 month budget. The scheduled contribution for capital improvements for FY2015 of \$2,970,000 was reduced by 33% or 829,800 for a total contribution of \$1,960,200. This is shown as a 38% reduction on the schedule above. The following year CY2015 the contribution continues as scheduled indicating a \$1,306,800 or 40% increase over SY2014.
- ~ CY2016 The Capital Equipment Replacement Fund 40 continues utilizing the unique revenue split approved by both partners. The revenue split shall divide the agreed contribution in half, of which the first half shall be split 50% between partners. The second half of the agreed contribution will be split by the flow utilized to calculate the partners payments. A single Capital Fund (40) shall be used to expense all projects with the approval of the Executive Oversight Committee.
- ~ CY2019 Proposed 1% increase has been requested

TABLE 1. TOTAL WASTEWATER FLOWS AND PERCENTAGES FOR CY2021 BUDGET

	MONTH	TOTAL FLOW MILLION GALS (MG)	GLEN ELLYN FLOW (MG)	PERCENT OF TOTAL	LOMBARD FLOW (MG)	PERCENT OF TOTAL
Y e a r O n e	Jan-15	313.002	130.025	41.54%	182.977	58.46%
	Feb-15	260.791	112.78	43.25%	148.011	56.75%
	Mar-15	403.033	166.466	41.30%	236.567	58.70%
	Apr-15	398.814	173.456	43.49%	225.358	56.51%
	May-15	443.926	187.303	42.19%	256.623	57.81%
	Jun-15	540.440	240.244	44.45%	300.196	55.55%
	Jul-15	335.868	155.714	46.36%	180.154	53.64%
	Aug-15	312.778	136.548	43.66%	176.23	56.34%
	Sep-15	336.494	144.547	42.96%	191.947	57.04%
	Oct-15	258.499	112.427	43.49%	146.072	56.51%
	Nov-15	442.929	185.084	41.79%	257.845	58.21%
	Dec-15	624.384	274.565	43.97%	349.819	56.03%
Y e a r T w o	Jan-16	448.026	198.793	44.37%	249.233	55.63%
	Feb-16	353.109	159.869	45.27%	193.240	54.73%
	Mar-16	463.285	192.650	41.58%	270.635	58.42%
	Apr-16	404.293	180.648	44.68%	223.645	55.32%
	May-16	606.741	253.696	41.81%	353.045	58.19%
	Jun-16	359.676	154.490	42.95%	205.186	57.05%
	Jul-16	328.681	138.818	42.23%	189.863	57.77%
	Aug-16	330.953	139.356	42.11%	191.597	57.89%
	Sep-16	252.565	109.721	43.44%	142.844	56.56%
	Oct-16	323.385	136.770	42.29%	186.615	57.71%
	Nov-16	280.226	124.145	44.30%	156.081	55.70%
	Dec-16	333.522	150.090	45.00%	183.432	55.00%
Y e a r T h r e e	Jan-17	384.403	156.180	40.63%	228.223	59.37%
	Feb-17	283.491	121.309	42.79%	162.182	57.21%
	Mar-17	428.291	163.067	38.07%	265.224	61.93%
	Apr-17	498.452	192.400	38.60%	306.052	61.40%
	May-17	524.012	218.211	41.64%	305.801	58.36%
	Jun-17	309.589	115.265	37.23%	194.324	62.77%
	Jul-17	313.630	112.004	35.71%	201.626	64.29%
	Aug-17	228.498	84.021	36.77%	144.477	63.23%
	Sep-17	201.378	75.029	37.26%	126.349	62.74%
	Oct-17	577.263	187.698	32.52%	389.565	67.48%
	Nov-17	391.068	136.452	34.89%	254.616	65.11%
	Dec-17	276.902	94.246	34.04%	182.656	65.96%
Y e a r F o u r	Jan-18	381.492	122.602	32.14%	258.890	67.86%
	Feb-18	502.867	175.046	34.81%	327.821	65.19%
	Mar-18	373.514	138.570	37.10%	234.944	62.90%
	Apr-18	372.669	141.336	37.93%	231.333	62.07%
	May-18	481.336	186.327	38.71%	295.009	61.29%
	Jun-18	477.075	186.258	39.04%	290.817	60.96%
	Jul-18	251.469	106.069	42.18%	145.400	57.82%
	Aug-18	280.070	103.967	37.12%	176.103	62.88%
	Sep-18	290.026	110.434	38.08%	179.592	61.92%
	Oct-18	459.853	124.849	27.15%	335.004	72.85%
	Nov-18	295.224	123.642	41.88%	171.582	58.12%
	Dec-18	382.605	161.226	42.14%	221.379	57.86%
Y e a r F i v e	Jan-19	318.896	138.933	43.57%	179.963	56.43%
	Feb-19	451.171	172.314	38.19%	278.857	61.81%
	Mar-19	395.588	157.321	39.77%	238.267	60.23%
	Apr-19	467.686	177.686	37.99%	290.000	62.01%
	May-19	762.655	293.351	38.46%	469.304	61.54%
	Jun-19	323.629	142.766	44.11%	180.863	55.89%
	Jul-19	268.093	121.928	45.48%	146.165	54.52%
	Aug-19	247.046	105.654	42.77%	141.392	57.23%
	Sep-19	306.237	121.314	39.61%	184.923	60.39%
	Oct-19	417.528	180.472	43.22%	237.056	56.78%
	Nov-19	335.586	144.345	43.01%	191.241	56.99%
	Dec-19	320.896	128.362	40.00%	192.534	60.00%
AVERAGE		378.927	152.981	40.55%	225.946	59.45%

AVERAGED WASTEWATER FLOWS UTILIZED FOR BUDGET



SECTION 8.0

DISCUSSION

SECTION 8.1

CAPITAL IMPROVEMENT PROJECTS UPDATE

Capital Improvements Projects Update

- FIP
- Admin HVAC
- Medium Voltage Electrical Grid
- Biosolids Dewatering Rehab/Improvements
- Roof Replacement Filter Building

FIP Project Update

- Filter Building
 - Indoor Punchlist Progress 98%.
 - Outdoor punchlist will be made once UV drainline repair completed.
 - New Raw Pump Building:
 - Low-flow pumps are running.
 - High flow pumps installed. Both running?
 - UV Drain line repair has begun, can't find the break.
 - Drying bed drain line repair complete.
 - Updated Schedule: Final Completion end of October.
 - Work Change Directives.
 - Chemfeed - \$6,413.38
 - Low Flow Bracing - \$16,351.70
 - Header Support - \$12,522.08 (T and M, total amount pending)
 - GWA is discussing withholding payment at \$1.4 million remaining.



HVAC Project Update

- Substantial Completion has been reached.
- Only one VFD needs attention.
- GWA will not be pursuing liquidated damages, but is considering not paying full final invoice until VFD is fully functional.

Med Voltage Electric Grid Project Update

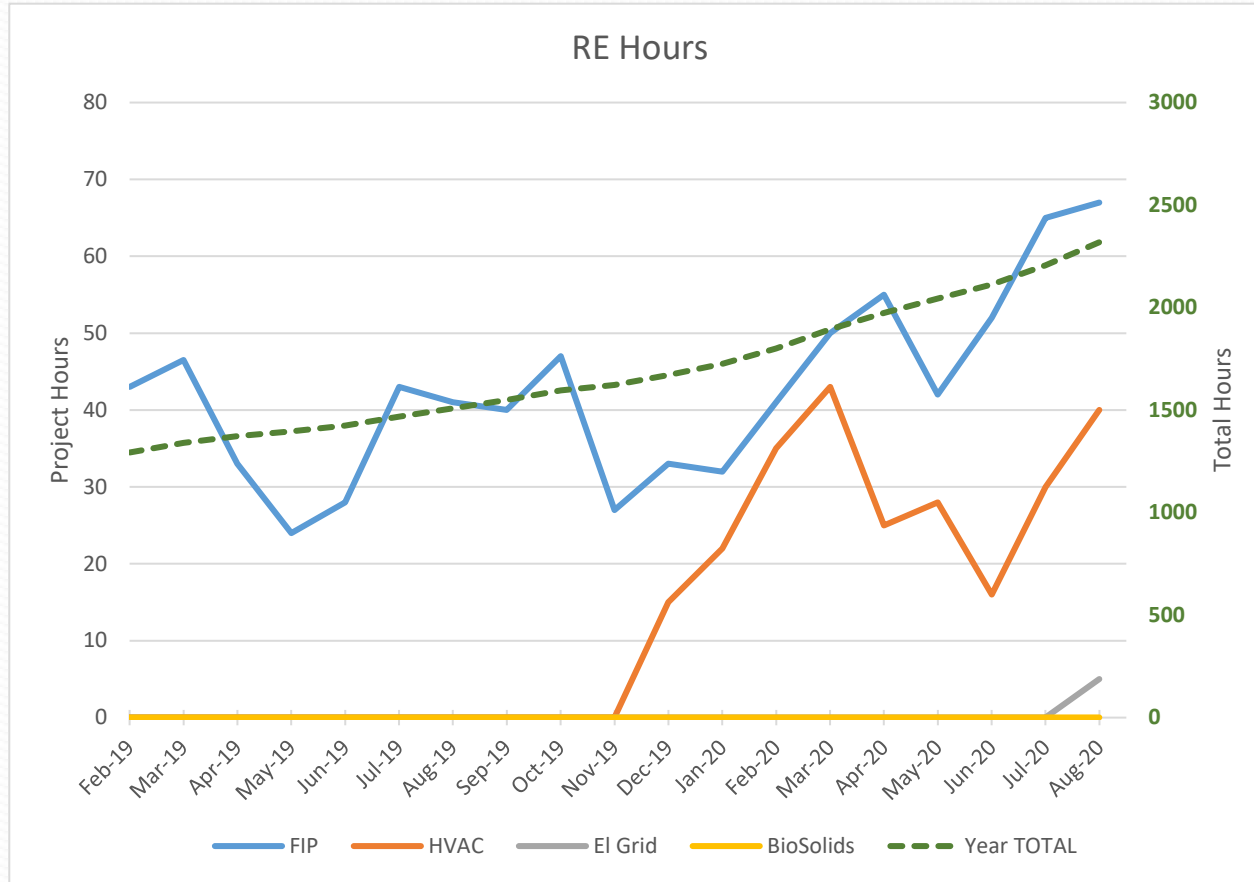
- Broadway Electric Chosen bidder.
- GWA applied for State Grants with assistance from Strand and Associates.
 - ~~DCOE Fast Track minimum \$500,000~~
 - ~~Grant paused, GWA still submitted (likely did not receive)~~
 - ~~DCOE Rebuild Illinois minimum \$250,000~~
 - ~~GWA submitted on 6/29/2020 requesting \$3 mill~~
 - GWA will be inquiring with IEPA if grant funds can be allocated even though a project has started.
- Construction notice to proceed has been given. Pre-construction meeting has been scheduled.

Biosolids Improvement Project Update

- Design in progress, 90% complete
 - Rehabilitation selected over replacement of BFPs.
 - No benefit for extra \$\$\$.
- On the intended funding list for SRF loan.
 - Application has been submitted.
- Bid intended to be out by the end of September.

Roof Replacement Filter Building

- Tear off complete.
- Raising of wood blocking and curbs in process.
- New roof installation in process.



SECTION 8.2

DUPAGE RIVER SALT CREEK WORK GROUP – ASSESSMENT EXTENSION/PHOSPHORUS IMPLEMENTATION EXTENSION IN NPDES PERMIT



DuPage River Salt Creek Workgroup

- All Members Located in DuPage River/Salt Creek Watershed
 - Environmental Action Groups
 - Consultants
 - Municipalities
 - Special Districts
- 79 Total Members in Watershed
 - Both VOL & VOGЕ Members
- 30 Special Assessment Members
 - NPDES Holders (Wastewater Treatment Plants or Other Dischargers)

All members pay dues towards efforts within our own watershed to improve water quality, rather than make significant investments individually = lower costs for constituents.

DuPage River Salt Creek Workgroup (DRSCW)



Discussion

Existing NPDES Permit

- 1.0 mg/L Phosphorus Limit by September 2025*
- *DRSCW Membership/Special Condition Assessment Required

DRSCW General Membership

- 2020 = \$33,145
- 3% increase annually

Existing Special Assessment Agreement with DRSCW

- EOC Approved Agreement in 2015
- 2015-2019 = \$765,216
- 2020 = \$272,305
- 2021 = \$280,474
- 2022 = \$288,888
- Total of \$1,607,000 Paid Since 2015

DRAFT PERMIT CONDITIONS



Proposed NPDES Permit

- 1.0 mg/L Phosphorus Limit by September 2028*

*DRSCW Membership/Special Condition Assessment Required

DRSCW General Membership

- 2020 = \$33,145
- 3% increase annually

Proposed Special Assessment Agreement with DRSCW

- 2023 = \$259,999
- 2021 = \$259,999
- 2022 = \$259,999
- Total of \$779,997 Due Over 3 Years



Special Assessment Dues Go Towards Projects and Requirements Listed in NPDES Permits:

- Chloride Reduction Program
 - Watershed approach/less road salt
- Phosphorus Discharge Optimization Plans
 - Existing Treatment Options
- Nutrient Implementation Plan
 - Identify Reasonable Limits
- Nutrient Trading Program Development
 - Develop alternative Option
- Adaptive Management Projects
 - 12 Projects on DuPage River/Salt Creek
 - Goals to improve water quality rather than spend money on individual plants



Chemical Phosphorous Removal

- \$1.29M – \$2.22 Capital Cost (2017 Dollars)
- Increase of \$1.2M - \$1.5M Annual O&M Cost (2017 Dollars)
- Currently Scheduled to Begin Design in 2023, followed by Construction, and Implementation

Biological Phosphorus Removal

- \$22.6M - \$24M Capital Cost
- Decrease of ~\$200-\$400k Annual O&M
 - No Liquid Oxygen
 - Less Mixing, but increased Electrical Usage w/Blower
- Also removes Nitrogen and other nutrients

SECTION 9.0

OTHER BUSINESS

SECTION 9.1

TECHNICAL ADVISORY COMMITTEE UPDATES

AUGUST 27, 2020



Glenbard Wastewater Authority

945 Bemis Road Glen Ellyn, Illinois 60137
Telephone: 630-790-1901 – Fax: 630-858-8119

GWA Technical Advisory Committee (TAC) Meeting Agenda August 27, 2020 2:00pm

Tim Sexton, Christina Coyle, Carl Goldsmith, Julius Hansen, Matt Streicher, Tom Romza
Started at 2:00 pm.

1. Budget Discussion

Tim Sexton – Lombard contribution is going down GE is going up, electric power – is it reasonable to lower that number Matt: being optimistic but with aspects of the FIP going away and more CHP use, we are setting a low goal of electricity to use.

Christina – use 5% increase on estimated actual for liability insurance. Increase health insurance to 273k. Matt asked if we have the numbers for audit fees? Not yet, Christina asking if its ok to use same company, Lombard confirms they are ok with that. Christina will update audit fees number.

Matt will polish up the memo and share with the EOC at the next meeting. We were able to defer and eliminate a lot of costs, but the major increase was for the maintenance of the CHPs. We had the \$124k number for this calendar year, but we will not hit the 20k hour interval, so we will come under budget for this year and will hit it for both engines next year. Jon did go through his department and cut/defer a lot of his numbers to offset the \$248k addition. The only other things that the Authority increased were things that weren't outside of our control were legal fees (anticipated issues with FIP negotiations) and sludge disposal (caused by our SRT operation method). Other items, such as health insurance, overhead fees, DRSCW membership, etc. were not within our control to not increase,

Carl – aren't overhead fees tied to CPI? Which is only 1% for this year. Christina, it is tied to what it was in December, which was 2.3%. Consistent with the tax levy.

Carl – Despite decreasing for 2021, O and M employee education as a whole from a couple of years ago is up \$8k. What goes into that? Matt – due to operators needing to have continuing education credits, 30 hours every 2 years. We did lower it in 2021 from 2020 due to more online capabilities, and since if there is a WEFTEC, it will be in Chicago so there would be less travel costs associated.

Carl – what's the current labor for GE fleet services? Christina – its and O and M calculation allocation. Matt – it went up \$5,800 from last year. Carl – is that charged based on a labor rate? Christina – its based on a percentage of time they spend on GWA equipment.

Matt – The .9% seemed to go over well with the EOC, so that is generally what we are going to go with. The Capital Budget is in the black forecasting a 1% increase year over year for 20 years, but can be re-evaluated as we continue. We did defer some routine capital projects, sewer rehab for instance, to help offset any increases. Lowered cell tower revenue, because TMobile is still on hold. There may be 1 or 2 small cap projects that we will put into the budget but nothing that would put us into the red.

Christina – Audit will be the same amount.

Carl – UVT study, what is that for? Matt – we started a study because all the changes in the plant may make our UV overkill. So we are sampling to see if we are sending water that is different than what the system was designed for. Its possible that our effluent quality has improved and we can lower the intensity of the UV lamps.

Carl questioned the vehicle replacement schedule a bit with a formula error and asked why we don't have resale value. Carl questioned the flow split percentages in the "EQ Replacement Fund" calculations., Matt informed the percentages are different there because the Capital fund is calculated using flow split and a 50/50 split, therefore that changes the percentages from the pure flow split.

Matt – Note that on the O and M we are not factoring in any personnel increases, with the possibility of a mid year raise. This helped keep the total increase minimal, along with the diligence of the staff.

2. EOC Agenda Items

a. Waste Disposal Services – Bid Opening August 26

We did not receive any bids. Considering rebidding and actually sending the bid packet directly to specific providers. Other option is to just retain existing provider and enter into a formal agreement.

Carl – not knowing what you pay is hard to know if it's a good deal or not. Are you comfortable that we are getting a good deal? Is this more than just normal refuse?

Matt – yes there is specific hazardous waste, and we can reach out to Downers/Wheaton to make sure our number is reasonable.

Carl – if it is reasonable, lock them in for as long as you can.

Julius – if we take the grit part out, and get better prices for the regular garbage? Because only the people that can do both types of garbage can bid on this...maybe you'd get a better rate if you had two bids, one for regular garbage and one for specialty.

Carl – would you have trouble finding someone that will come out for only the grit dumpster? And wouldn't it be more burdensome to have two vendors?

Matt - these are all good questions; we can be sure to ask our peers.

Julius – I am ok either way, if you want to re bid with the options separate, or if you have good rates and you want to just enter a formal agreement with Republic.

b. Landscape Maintenance Services – Bid Opening August 28

We have at least 4 bidders on this so far. If the low bidder ends up being the one who hasn't performed a site visit, we would like to meet with them before just awarding the contract to make sure they know what they are getting themselves into.

3. Other Business

a. Natural Gas Pricing

Last two times the Natural gas has been due for renewal, Erik went to the EOC and asked permission to lock in a rate as long as they were below \$3.25. Gas prices change on daily basis. We will be getting prices on a daily basis, so we would like the ability and permission from the EOC to lock in a good price when we see it. If we wait for EOC approval, we could miss out on a good opportunity.

Julius – where are the prices wight now?

Matt – A little higher than what we are paying right now, but we are expecting a drop in price during the fall. If we let our contract expire, there is a penalty to do month to month on our existing contract.

Julius – Can you just get them to lock in our current rate for a while?

Matt – it is not really a negotiation, its based-on market rate. I will ask EOC for authorization to lock in a rate. TAC agrees.

b. USP Update

Tom told the TAC in that the hydrogen peroxide addition in order to help subside odors has been going well. USP has dialed in the application rates and has noticed significant effects on the Oxygen Reduction Potential (ORP), which has an effect on hydrogen sulfide production. Matt noted that they shut off the system this week and the odors were more noticeable. Tom mentioned that we'll never be able to get the water to smell fresh, but the general sentiment was that the hydrogen peroxide addition was helping. Tom is working with USP to determine what the costs would be on a more annual basis, and mentioned that we should have plenty of money budgeted under "chemicals" in order to continue this service next summer.

c. FIP Update

i. New Pumps

Tom informed the TAC that both new pumps have been installed, however the second new high flow pump had some issues at startup. The manufacturer has acknowledged these issues and is working on resolving them.

ii. Change Order

This was discussed at previous TAC meetings and has had no movement, as the Authority is still waiting on final numbers from the contractor.

iii. B&V Contract

Tom - BV will be out of money at September and has started to dip into funds that were intended for other scope items, such as as-builts and O&M reviews. Matt asked for a draft amendment from them so that GWA can calculate it's true damages. Matt



Glenbard Wastewater Authority

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indicated that even though the contract states we're due liquidated damages no matter whether we actually sustain damages, typically they're not paid out, and the owner has to prove actual damages.

Matt - Propose that we start withholding payments at 1.4 million remaining so that Boller at least acknowledges the situation and comes to the table to start discussing it. . At that point Boller will be past the critical items, so if it stopped their work, we would not be in as bad of a spot. Matt speculates that after an agreeable number is reached for damages GWA will most likely receive it in ways of a deductive change order. This is an incentive to Boller as well because then they don't have to state that they've been assessed liquidated damages on any projects in the future. Carl-are subs being paid? Yes, Matt stated that Boller is required to provide waivers of lien in order to be paid. Matt informed the TAC that GWA is no longer receiving disbursements from the IEPA, and will be paying out of our own pocket, which was planned for in the budget.

- d. Electrical Grid Design Update
We did not get the grants, but we are asking DCEO about retroactive funding since we are not the only owners that could not wait until next year to start their projects. We are issuing notice to proceed this week. Received the building permit this week. Not sure who is supposed to sign as the owner of the property since technically the Village of Glen Ellyn owns the parcels that the plant sits on. So far the contractor seems on top of things.
- e. HVAC Project Update
Tom informed the TAC that there is only one or two items left on the punch list. The contractor did put a good amount of effort into finishing up this project and therefore, GWA will not be pursuing liquidated damages.
- f. Biosolids Dewatering Improvements Update
We received the approved ordinance. We expect to be submitting by the end of next week with advertising for bid September 11th. Everything appears to be on track so far with this project.
- g. Roofing Update
The roofers have started the replacing the roof on the filter building. So far they are very satisfactory and quick.
- h. Landscaping Bid Opening - *Previously discussed*
- i. Waste Disposal Services Bid Opening - September 1 - *Previously discussed*
- j. ComEd/Cascade Incentives
Toot our horn! With assistance of our staff, we have received \$5k in grants and incentives over the past 6 months.
- k. Intern
We are advertising for an intern position, as we currently understaffed. Carl – what would they be doing? Matt - operational activities and the standard intern grunt work.
- l. New Leachate Stream
FYI, Ashley was able to work with our hauler to get Settler's Hill leachate. They'll be bringing only a small amount, but it will yield more revenue, no negative side. The leachate will be tested the same as all other leachate that comes to the plant
- m. Long Term Land Use Plan
Preliminary land use plan is enclosed that Matt has put together. The land use plan was added to Matt's KPI's, therefore he has presented this to the TAC. This would require additional property acquisition, but would be ideal for future expansion for any biological nutrient removal processes, as it would allow a second treatment "train" to be constructed in parallel – and therefore

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significantly reduce construction costs and complexity since the existing plant could stay in service while the expansion is being built. Eventually, Matt would like to obtain a cost comparison to show what GWA would save in construction costs vs. what the additional land would cost.

4. Old Business

a. East Branch Bike Path

Julius, Carl, and Matt participated in a meeting with County Board Member Tim Elliot in regards to installing the path around/on GWA property.

b. Manhole/Sewer Inspection Reports

Red Zone Robotics finally submitted the televising reports from last summer. Tom will look into these further when developing sewer rehabilitation plans.

c. Flow Monitoring Report Meeting

Waiting on RJN to reach out to schedule

d. NPDES Permit Renewal Update

Matt – we recently heard from the DuPage River Salt Creek Workgroup that negotiations with the IEPA and Environmental Action Groups have yielded an agreement that would require the Authority to continue it's participation in the workgroup and continue paying membership and assessments, and in turn Phosphorus limits would not be imposed until 2028 now. The assessments would continue to go into watershed projects. Matt – although GWA will eventually have to "bite the bullet" and upgrade anyways, this does help defer paying the additional \$1.5M in O&M per year for P removal, so it does help GWA defer costs. Matt indicated that this will be discussed at the upcoming EOC meeting to get a feeling for whether or not the EOC would continue being part of the Workgroup. If not, GWA will get a P limit on it's upcoming permit and need to undergo capital improvements.

e. Hydraulic Study

Waiting on RJN to reach out to schedule.

f. Exhibits and language for Village/GWA Connection points at

i. VGE – Chidester vs St. Charles Rd. Lift Station

ii. VOL – L22 vs Junction Chamber

iii. CSO Regulators and lines between the regulators to the facility

iv. Any others that can be added

Matt still working on, will reach out to Bob Minix after they're a bit more polished up.

SECTION 9.2

PENDING AGENDA ITEMS



Glenbard Wastewater Authority

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2020 Pending EOC Agenda Items

Projects	Budget	Date	Status
Capital Improvement Projects			
Electrical Service Distribution System Construction/Engineering	\$2,750,000	March	APPROVED
Biosolids Dewatering Improvements Design	\$330,000	December 2019	APPROVED
Roof Rehabilitation	\$362,000	July	APPROVED
Grit Pump & Screenings Washer/Conveyor Replacement	\$310,000	June/July	APPROVED
RAS Pump Station Rehabilitation	\$180,000	November	
Infrastructure Improvement			
Hydraulic Modeling Study	\$60,000	December	
HSW Improvements Modifications	\$25,000	November	To be included with Biosolids
Equipment Rehabilitation			
Annual Collection System Rehabilitation	\$200,000	July	DEFERRED
CHP Siloxane and Hydrogen Sulfide Media Replacement	\$50,000	June	APPROVED
Annual Lift Station Rehabilitation	\$50,000	August	DEFERRED
Rolling Stock			
Electronic Technician Vehicle	\$39,000	March	APPROVED
Administrative			
Forest Preserve Easement License Costs for NRI	\$150,000	N/A	NO LONGER VALID

SECTION 10.0

NEXT EOC MEETING

THURSDAY

OCTOBER 8, 2020

AT 8:00 A.M.

VIA ZOOM