

GLENBARD WASTEWATER AUTHORITY
Executive Oversight Committee
Agenda

October 8, 2020

8:00 a.m.

Zoom Link: <https://us02web.zoom.us/j/84288624217>

Glenbard Wastewater Authority Meeting Procedures Statement

On March 16, 2020, Governor Pritzker issued Executive Order No. 5 in response to COVID-19, which temporarily 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/84288624217> or by calling (312) 626-6799 and using the Meeting ID: 842 8862 4217. 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 September 2020 \$968,104.35 (Trustee Christiansen).

- 5.1 Executive Oversight Committee Meeting Minutes:
September 10, 2020 EOC Meeting
- 5.2 Vouchers Previously Reviewed by:
September 2020 – Trustee Christiansen
- 5.3 Authorization to Purchase New Carbonaceous Recycled Activated Sludge Pumps

Through evaluations of equipment, staff determined that the Return Activated Sludge Station Rehabilitation could be deferred in lieu of the more urgent need to replace the Carbonaceous Return Activated Sludge Pumps. Additional information on the project development is enclosed in the memo. The approach and proposed purchase were reviewed by the TAC and all were in agreement to recommend approval to the EOC.

The Authority requests a motion to waive competitive bidding and authorize the purchase of new Flygt CRAS Pumps from Xylem Water Services for the amount of \$49,943.00. This item will be invoiced to Fund 40-580180, to which \$180,000 was budgeted. Although installation will be performed in-house remaining costs associated with that installation will be invoiced to the same budget number, and are not expected to exceed \$15,000.

5.4 Request for Authorization to Proceed with Hydraulic Model of GWA Sewer System

In 2016 – 2019, the Authority had RJN Group own and maintain the sewer flow meter network for billing purposes. In 2020, the Authority renewed this service with RJN for another three years and added the option for RJN to use the collected flow meter data and create a hydraulic model of the Authority’s sewer system.

The Hydraulic Model would be used to provide a further understanding of the capacity of the sewer system, the impacts of each Village connection to the interceptors, the sewer reaction to different size rain events, the optimization of the CSO facility, and plant malfunction repercussions. This understanding will help the Authority to plan future upgrades to the system, advise the Villages on areas that could be at risk for backups, save operational budget at the CSO plant, and develop an SOP for emergency situations.

In addition to the benefits to the Authority, each Village can use the model to understand impacts of any changes made to their collection systems and use the GWA system model as a base for any modelling done on their own.

The Authority has included the Hydraulic Modelling in the budget for 2020 – 2023, splitting the cost over the three-year contract. The total cost of the Hydraulic Modelling is \$43,600 and is expected to be split between 2020 and 2021. The TAC has met with RJN and discussed this outside of the most recent TAC meeting; however, all are in agreement to recommend proceeding with the study.

The Authority requests motion to approve the Hydraulic Modelling portion of the existing contract with RJN Group. This item will be invoiced to fund 270-520981 at the amount of \$43,600.

5.5 Authorization to approve an amendment to the agreement between the Glenbard Wastewater Authority and the DuPage River/Salt Creek Workgroup.

By agreeing to the proposed amendment, the implementation of Phosphorus limit would be extended from September 2025 to September 2028, effectively saving the Authority roughly \$4.2M in O&M costs, and also deferring roughly \$2M in capital

upgrades. It is also possible that by agreeing to the proposed amendment, and assisting in funding for the continuation of the special assessment projects to be performed by the DRSCW, the Phosphorus limit could be either further delayed or reduced.

The draft proposed amendment was discussed at the September 2020 EOC meeting and it appeared the EOC had no opposition. The slideshow from that discussion is enclosed with this memo, along with the proposed amendment itself.

It is recommended the EOC motion to authorize approval of the Amendment between the Glenbard Wastewater Authority and the DuPage River Salt Creek Workgroup to agree to continue paying the special assessment fees through CY2028.

6. Request for Authorization to Extend Existing Property Lease

In April 2020 the tenant at the property to the North of the plant that the Authority acquired late last year (1S641 Sunnybrook Road) approached the Authority requesting an extension to the “rent-free” lease. At the time, the lessee informed the Authority that he had lost his job due to the COVID crisis. Also, due to the uncertainty of the housing market, the tenants are concerned that their search for a new home may be slowed down as a result of the COVID crisis. Although it’s not ideal for a municipal body to give rent free leases, the TAC and Village Managers had come to a consensus to recommend extending the “rent-free” lease period. This recommendation since if the lessee were to start paying rent, and the Authority received monetary contributions, the property would lose its tax exemption status and the Authority would have to end up paying taxes. The TAC and Village managers were all in agreement that this would be the only extension granted to the lessee despite any similar circumstances that may arise.

Shortly after the request was made, the lessee rescinded the request for the extension, as it was thought to be no longer needed. Since then, the lessee has had an offer accepted on the purchase of a new home, however he has again requested an extension as timing on the ability to move into the new home may conflict with the end of the rent-free lease. Despite the lessee only requesting an extension of a couple of weeks, it’s the TAC’s recommendation to agree to the original one-time 90-day extension, so that if there are any other delays the agreement would not have to be renegotiated again. Since the TAC and Village Managers had previously come to a consensus to recommend extending the “rent-free” lease period, the TAC was once again agreeable to these terms.

A motion is requested to the EOC to authorize approval of the enclosed amendment to the agreement that the Authority’s attorney authored.

- 7. Discussion
 - 7.1 Capital Improvement Projects Update
- 8. Other Business

- 8.1 Technical Advisory Committee Updates
- 8.2 Pending Agenda Items
- 8.3 Full Board Meeting – Thursday, November 5th or 19th, 2020 at 6:00pm

Meeting will either be performed remotely via Zoom, in person at the Village of Lombard Village Hall, or a combination of the two.

- 9. ***Next EOC Meeting*** – The next regularly scheduled EOC Meeting is set for ***Thursday, November 12, 2020 at 8:00 a.m. via Zoom.***

- 10. Executive Session – Materials to be Provided Under Separate Cover

Motion the EOC to adjourn to Executive Session for the purposes of discussing probable litigation without returning to open session thereafter.