

GLENBARD WASTEWATER AUTHORITY
Executive Oversight Committee
MINUTES

October 27, 2022

8:00 a.m.

Zoom Link:

<https://us02web.zoom.us/j/89004607750?pwd=OVpTVTBzcWV2UIZUSDVIU29HWURRZz09>

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/89004607750?pwd=OVpTVTBzcWV2UIZUSDVIU29HWURRZz09> or by calling (312) 626-6799 and using the Meeting ID: 890 0460 7750 and passcode 552226. All public comments received during the meeting will be read into the record during the appropriate portion of the agenda.

Members Present:

Mark Senak	President, Village of Glen Ellyn
Keith Giagnorio	President, Village of Lombard
Kelli Christiansen	Trustee, Village of Glen Ellyn
Mark Franz	Village Manager, Village of Glen Ellyn
Scott Niehaus	Village Manager, Village of Lombard
Carl Goldsmith	Public Works Director, Village of Lombard

Others Present:

Matthew Streicher	Executive Director, GWA
Jeremy Henning	Assistant Director, GWA
Rick Freeman	Electric Superintendent, GWA
Ashley Staat	Environmental Resources Coordinator, GWA
Larry Noller	Finance Director, Village of Glen Ellyn

1. Call to Order at 8:00 a.m.
2. Pledge of Allegiance
3. Roll Call: President Giagnorio, Trustee Christiansen, Mr. Franz, Mr. Niehaus and Mr. Goldsmith answered "Present". Trustee Bachner and Mr. Buckley were excused.
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 months of September 2022 \$1,231,232.10 (Trustee Christiansen).

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

- 5.1 Executive Oversight Committee Meeting Minutes
 - September 8, 2022 meeting
- 5.2 Vouchers previously reviewed by Trustee Christiansen
 - September 2022
- 5.3 Fire Monitoring System Annual Service Contract

In June 2022, the Executive Oversight Committee approved the replacement of the system at a cost of \$190,500. After the system is installed and implemented, a service contract will be necessary in order to complete required testing, routine maintenance, and any corrective maintenance needed on the system. Due the cumulative amount over the five years being approximately \$60k, the EOC’s authorization to approve the contract is required. As this purchase is for a service contract on a proprietary system, the Authority is requesting to waive competitive bidding for this purchase based on Section C.1.f of the purchasing policy, which waives competitive bidding for “Standardization purchases, defined as technical nature of certain items or services may result in the standardization of a particular supplier’s specifications being necessary or desirable to Village operations. Competitive bidding may be waived if the Village requires compatibility with existing software, machinery, or other existing equipment.” This item has been discussed with the TAC and all are in agreement.

Therefore, the Authority recommends the EOC authorize the Authority to award Siemens with a notice to proceed in the amount of \$7,734 for CY2023. This amount is reflected and will be sourced from 2023 GWA Electrical Contractual Account 270-520981. Future years budgets will be planned for accordingly, and brought forward to the EOC for approval.

Mr. Goldsmith motioned and Mr. Niehaus seconded the motion to award Siemens a notice to proceed in the amount of \$7,734 for CY 2023 for alarm system support and services from Approved Budget, Fund 270-520981 Electrical Contractual. President Giagnorio, President Senak, Trustee

Christiansen, Mr. Franz, Mr. Niehaus, and Mr. Goldsmith, responded “Aye” during a roll vote. The motion carried.

6. Final Draft CY2023 Budget Request for Recommendation for Approval to GWA Full Board

After the presentation of the first draft of the CY2023 budget to the Executive Oversight Committee at the September 8, 2022 EOC meeting, comments were received and the budget was modified to reflect those changes, and further updates have also been inserted into the draft budget that were not available at that time. Below summarizes the changes that were made to the draft since the last revision.

The budget has an O&M increase of 5.4% (\$251,768), whereas the first draft reflected an O&M increase of 5.6% (\$262,270). The first draft of the budget’s overall increase including capital was 3.6% or \$299,412 over the CY2022 budget, however, the final draft reflects an overall 3.6% increase, or \$298,195 over the CY2022 budget. It is requested that the EOC motion to authorize approval of the CY2023 GWA Budget to the Full Boards of Glen Ellyn and Lombard.

Motion the EOC to authorize approval of the CY2023 Budget to the Full Boards of Glen Ellyn and Lombard.

Mr. Goldsmith motioned and Mr. Niehaus seconded the motion to authorize approval of the CY2023 Budget to the GWA Full Board at a November 3, 2022 meeting. President Giagnorio, President Senak, Trustee Christiansen, Mr. Franz, Mr. Niehaus, and Mr. Goldsmith, responded “Aye” during a roll vote. The motion carried.

Mr. Streicher noted that the budget reflects an increase in the Capital Fund contributions from 1% to 1.25%, as per the discussions at the September 2022 EOC Committee meeting. Mr. Streicher added that the Village of Glen Ellyn’s Finance Director, Larry Noller, reduced the Overhead Fees, which was increased by the CPI of 6.6% to 4.5%, resulting in a reduction to this line item, as well as adjusting line items for several Contractual Support items that GWA had been waiting for. Mr. Streicher stated that with all of the changes, from the September meeting where the percent of increase was 3.6% or \$299,000 the final version is still a 3.6% increase but the dollar amount is slightly lower at \$298,000.

Mr. Niehaus asked Mr. Streicher to forward the PowerPoint presentation to himself and Mr. Franz so they can in turn, forward to Board members for each Village in an effort to help the meeting go smoother. Mr. Streicher stated that barring any changes as a result of the meeting, he had intended to distribute the meeting packet to the Full Board which will include the PowerPoint presentation.

7. Other Business

7.1 November 3, 2022 Full Board Meeting, 5pm at Village Hall, Lombard

8. ***Next EOC Meeting*** – The next regularly scheduled EOC Meeting is set for ***Thursday, November 10, 2022 at 8:00 a.m.***

President Senak asked if the November will be via Zoom or in person. Mr. Streicher stated that he anticipates cancelling the November meeting since the October meeting was held so late and he does not anticipate having any items for the agenda by then; however, he does anticipate the need for a December meeting as there are several contracts for approval.

Mr. Senak asked Mr. Streicher to send out meeting notices as needed.

Trustee Christiansen made the motion to adjourn the October 27, 2022 EOC Committee meeting and Mr. Niehaus seconded the MOTION. President Giagnorio, President Senak, Trustee Christiansen, Mr. Franz, Mr. Niehaus and Mr. Goldsmith responded “Aye” during a roll call. The motion carried. The meeting adjourned at 8:07 a.m.

Submitted by:

Gayle A. Lendabarker
GWA Executive Assistant