

GLENBARD WASTEWATER AUTHORITY
Executive Oversight Committee
Minutes
April 10 2025
8:00 a.m.

Members Present:

Donna Jean Simon	President, Village of Glen Ellyn
Keith Giagnorio	President, Village of Lombard
Trustee Christiansen	Trustee, Village of Glen Ellyn
Trustee Bacher	Trustee, Village of Lombard
Mark Franz	Village Manager, Village of Glen Ellyn
Scott Niehaus	Village Manager, Village of Lombard
Dave Buckley	Public Works Director, Village of Glen Ellyn
Carl Goldsmith	Public Works Director, Village of Lombard

Others Present:

Matthew Streicher	Executive Director, GWA
Ron Dulceak	Assistant Executive Director, GWA
Andy Pakosta	Operations Superintendent, GWA
Michael Kavanaugh	Maintenance Superintendent, GWA
Gayle Lendabarker	Executive Assistant, GWA
Patrick Brankin	Finance Director, Village of Glen Ellyn

1. Call to Order at 8:00 a.m.
2. Pledge of Allegiance
3. Roll Call: President Giagnorio, President Simon, Trustee Bachner, Trustee Christiansen, Mr. Niehaus, Mr. Franz, Mr. Goldsmith and Mr. Buckley, answered "Present".
4. Public Comment
5. New Staff Introductions
 - 5.1 Franciso Coria

Franciso Coria began at the Authority in the role of Plant Electrician on Feb. 25, 2025. Francisco came to us with over 24 years of electrical experience, most recently as an Electrical Foreman with MKD Electric while supporting production at the Argo Cornstarch Facility in Summit, IL. We are excited to welcome him and look forward to seeing his full potential realized.

5.2 Daniel McCabe

Daniel McCabe started as the Authority's new Maintenance Mechanic I on March 11, 2025. He is a Navy Veteran and from a large family of 11. He is an experienced welder and technician in industrial work who spends his time outdoors and enjoys hunting, fishing, and camping. He loves to ride his motorcycle and spend time with his dog "Bull". Danny also looks forward to spring to work in the garden as well.

5.3 Ron Dulceak

The Assistant Executive Director role with the Glenbard Wastewater Authority has recently been filled by Ron Dulceak, who comes to us with 25 years of diverse work experience, including; facilities management, operations, process improvement, and project management. His past ten years were spent at The Morton Arboretum where he was the director of facilities and tasked with a broad range of responsibilities. He is excited to bring all of his knowledge and expertise to the Glenbard Wastewater Authority. He enjoys golfing, fishing, the Sox, Bears and the Blackhawks.

6. 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 January, February and March of 2025 in the amount of \$2,125,112.51 (Trustee Christiansen).

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

- 6.1 Executive Oversight Committee Meeting Minutes:
January 9, 2025 EOC Meeting

- 6.2 Vouchers Previously Reviewed:
January, February and March 2025 – Trustee Christiansen

- 6.3 Ratification of Email Poll Items.

- 6.3.1 Recommendation to Authorize Award of NRI Phase III Construction Contract to National Power Rodding

In CY2019 the Authority performed system wide collection system televising, and subsequently awarded RJN Group, Inc. a contract to evaluate

the data collected during the television inspection. The outcome of the evaluation determined the North Regional Interceptor (NRI) needed a considerable amount of rehabilitation consisting of structural lining and heavy cleaning. Phase 3 will consist of performing heavy cleaning on approximately 1,300 lineal feet of 66” diameter pipe that stretches under Interstate 355. The Authority has budgeted \$650,000 for this work, and has already awarded RJN Group the design and construction engineering services. The project was advertised for bid in early December 2024 with a bid opening date of January 15th, 2025. Enclosed in the attachment is a detailed memo along with a bid tabulation and recommendation to award National Power Rodding the contract. Based on the information contained in the enclosed memo, ***the Authority is seeking authorization to award National Power Rodding the NRI Phase III Rehabilitation Construction contract in the amount of \$512,750.***

6.3.2 Recommendation to Authorize Award of the Proposal for the Final Clarifier Rehabilitation Professional Services

The Glenbard Wastewater Authority completed a Facility Plan in 2018 which outlined the existing Wastewater Treatment processes, equipment, and future regulatory changes, as well as discussed multiple recommended improvements. The plan reviewed the condition of each existing unit process and identified projects necessary for rehabilitation or upgrade to maintain compliance with local, State, and Federal regulations. One of the projects identified recommended upgrades to the existing four Final Clarifiers. Per the Authority’s professional services policy, due to the similarities of this design and a recently completed design on the Primary Clarifiers this work could be considered a continuation of an existing relationship between a specific professional services provider, and waiving of a competitive selection process is allowable. Therefore, the Authority requested a proposal directly from Trotter & Associates. Enclosed in agenda packet is a memo describing the scope and negotiation process, along with the proposal received. This information was presented to the Technical Advisory Committee (TAC) at the February 20th, 2025 meeting; the TAC agreed with waiving the competitive selection process based on the Authority’s professional services policy, and approved of the scope and fee in the revised proposal. ***The Authority is seeking authorization to waive the competitive selection process, and award Trotter and Associates the 2025 Final Clarifier Rehabilitation Professional Services in the amount not to exceed \$416,400.***

6.3.3 Recommendation to Authorize Award of Proposal for CY2025 Professional Engineering Services – Sanitary Sewer System-Wide Multi-Sensor and Closed Caption Television Inspections, Construction Management, and Data Analysis from RJN Group

Per the Authority's approved Illinois Environmental Protection Agency Capacity, Management, Operations, and Maintenance (CMOM) plan, the Authority is required to inspect its entire collection system at once every five years. Based on the professional services policy, the Authority sent a request for proposal directly to RJN Group, as this is being viewed as a continuation of services related to other collection system work RJN is currently performing for the Authority. Enclosed in the agenda packet is a detailed memo describing the scope and negotiation process, along with the proposal received. This information was presented to the Technical Advisory Committee (TAC) at the February 20th, 2025 meeting; the TAC agreed with waiving the competitive selection process based on the Authority's professional services policy, and approved of the scope and fee in the revised proposal. ***The Authority is seeking authorization to waive the competitive selection process, and award RJN Group the design and construction engineering services for the CY2025 Collection System Televising in the amount not to exceed \$76,100.***

6.3.4 Declaration of Surplus

As the Authority routinely gathers items that are no longer being used or are obsolete, a request to declare them as surplus is needed from the Executive Oversight Committee, and then the items are auctioned off to the highest bidder and some amount of recapture is realized. Enclosed with this packet is a formal resolution to declare Authority property as surplus and allow for staff to place it at auction. Also enclosed in the agenda packet is a detailed memo describing the equipment that is being requested to be declared as surplus, as well as the formal resolution. To summarize, the items requested to be declared as surplus include an old air compressor that is no longer being used, a vehicle that was approved to be replaced, and miscellaneous laboratory equipment that has been replaced or is no longer needed. ***The Authority is seeking approval to declare the items described in an enclosed memo as surplus to be auctioned off.***

7. Request to Authorize Award of the Digester Cleaning Contract to Stewart Spreading, Inc.

In March the Authority placed an advertisement for bid Digester Cleaning and Disposal of Municipal Biosolids at the main Glenbard plant. This contract will consist of removing remaining contents of digester number two and cleaning the digester. Per standards, it is recommended to clean anaerobic digesters every 7-10 years. This digester was last cleaned in 2018. Although it only has been 7 years, due to the receiving of high strength waste for the entirety of the time since it has last been cleaned, it is recommended to clean it on the 7-year interval and determine any possible impacts. If no negative consequences are observed, the next cleaning of digester number two would be tentatively scheduled for 2035.

After a public bid opening, it is recommended the Executive Oversight Committee authorize the Authority to award the Digester Cleaning and Disposal of Municipal Sludge to Stewarts Spreading at a rate of \$0.64 per gallon removed and hauled. It is estimated there will be 200,000 gallons remaining the digester needing to be removed and hauled; therefore, the approximate total cost of this work will be \$128,000. The approved CY2025 Approved Budget, Fund 40-580150 Plant Equipment Rehabilitation, had \$250,000 budgeted for this project.

Mr. Franz asked how many digesters GWA has. Mr. Streicher advised there are three (3), with digester #1 having been cleaned back in 2023.

Mr. Franz motioned and Mr. Goldsmith seconded the *MOTION to authorize the Authority to award the Digester Cleaning and Disposal of Municipal Sludge to Stewart Spreading, at a rate of \$.064 per gallon removed and hauled at a total estimated cost of \$128,000. Costs will be charged to Plant Equipment Rehabilitation account 40-580150 of the approved GWA CY2025 Annual Budget, which had budgeted \$250,000 for the project. President Giagnorio, President Simon, Trustee Bachner, Trustee Christiansen, Mr. Niehaus, Mr. Franz, Mr. Goldsmith and Mr. Buckley responded “Aye” during a roll vote. The motion carried.*

8. Request for Authorization to Approve Change Order #1 for the Primary Clarifier and Thickener Improvements Construction Contract with Vissering Construction

At the June 13, 2024, the Executive Oversight Committee authorized award of the construction contract for the Primary Clarifier and Thickener Improvements project to Vissering Construction in the amount of \$5,595,000. During discussions relating to planning and sequencing for this project between Authority staff, the contractor, as well as with the consulting engineer, the Authority came to a conclusion that due to the anticipated sequencing of this project, there would be a benefit to incorporate another capital project that was slated to be constructed in 2026.

During site visits, the subcontractor who will be responsible for replacing the Authority's two magnetic flow meters in the primary effluent pipes also identified four pipe reducers that would benefit from being replaced as well, but were not included in the original scope.

After receiving the proposal from the contractor, the Authority and its consultant reviewed the proposed scope and price, and compared it to cost estimates developed by the Authority's consultant. The proposed price for the primary sludge piping came in at \$336,148.66, and the proposed pricing for the additional pipe reducers came in at \$96,123.07. The overall proposed price of \$432,271.73 was within what was estimated, and below the \$620,000 the Authority had budgeted this work to be a separate project. The Authority estimates nearly \$100,000 will be saved based on economy of scale due to work that will already be underway in the vicinity. This change order does not include a request for a time extension, as with the additional work, the contractor still anticipates completing the project by the original completion date of March 10, 2026.

Although \$620,000 was technically budgeted for this work, this is also an opportunity to utilize more of the bond proceeds that were intended for the Primary Clarifier and Thickener Improvements. The total bond proceeds were \$6,501,680.73, and with the total construction cost being \$5,595,000, and construction engineering fees being \$370,800, this leaves an additional \$535,880.73 in bond proceeds available to spend. The Village's Bond Council confirmed these costs would be eligible to use bond proceeds towards. Therefore, the Authority can remove the \$620,000 amount budgeted in CY2026 and free up funds to allow for more cash on hand, and will still have \$93,609 remaining in bond proceeds available to spend on this project or any other capital project.

The Authority is requesting the Executive Oversight Committee motion to give authorization to approve Change Order #1 for the Primary Clarifier and Gravity Thickener Improvements Construction Contract with Vissering Construction in the amount of \$432,271.73. The contract amount with Vissering Construction will increase from \$5,595,000.00 to \$6,027,271.73

Mr. Brankin advised that he had consulted with the bond consultant who confirmed that there are no issues with using the bond funds to cover these additional costs.

Mr. Goldsmith motioned and Trustee Christiansen seconded the MOTION to approve Change Order #1 for the Primary Clarifier and Gravity Thickener Improvements Construction Contract with Vissering Construction in the amount of \$432,271.73; increasing the contract total from \$5,595,000 to \$6,027,271.73. President Giagnorio, President Simon, Trustee Bachner, Trustee Christiansen, Mr. Niehaus, Mr. Franz, Mr. Goldsmith and Mr. Buckley responded "Aye" during a roll vote. The motion carried.

9. Request for Authorization to Approve Addendum #2 for the Primary Clarifier and Thickener Improvements Construction Engineering Contract with Trotter & Associates, Inc.

At the June 13, 2024 Executive Oversight Committee (EOC) meeting, the EOC authorized award for addendum #2 engineering contract for the Primary Clarifier and Thickener Improvements to Trotter & Associates, Inc. (TAI) in the amount of \$370,800 for construction engineering services.

With the proposed additional scope being added onto the Primary Clarifier and Thickener Improvements Project, it called for additional scope to be added to the construction engineering contract as well. The Authority received the enclosed amendment for an additional \$40,800 to be added onto the contract with TAI, bringing the total construction engineering contract to \$411,600. The amendment was discussed with the Technical Advisory Committee, and it was agreed this approach reduced overall engineering fees. Including the design and bidding of this project that had been completed for \$243,100, this would bring the total contract with Trotter & Associates for this project to \$654,700.

As mentioned in the previous agenda item, \$80,000 was originally budgeted in CY2025 to cover the design of the capital improvements project that was slated for CY2026. By applying to the bond proceeds the additional \$40,800, \$52,809 in bond proceeds still available to spend on this project or any other capital projects. Using the bond proceeds would free up another \$80,000 in the Authority's capital budget for future uses.

The Authority is requesting the Executive Oversight Committee motion to give authorization to approve Addendum Number 2 with Trotter & Associates, Inc. for the Primary Clarifier and Thickener Improvements Construction Engineering in the amount of \$40,800, for a total contract amount of \$654,700.

Mr. Franz motioned and Trustee Bachner seconded the MOTION to approve Addendum #2 with Trotter & Associates, Inc. for the Primary Clarifier and Thickener Improvements Construction Engineering in the amount of \$40,800 for a total contract amount of \$654,700. President Giagnorio, President Simon, Trustee Bachner, Trustee Christiansen, Mr. Niehaus, Mr. Franz, Mr. Goldsmith and Mr. Buckley responded "Aye" during a roll vote. The motion carried.

10. Request for Authorization to Waive a Competitive Selection Process and Award the Technical Proposal for the Intermediate Pump Station and Clarifier Rehabilitation to Baxter & Woodman, Inc.

In both the 2018 and 2024 Facility Plans, a capital project that was identified was the need for the rehabilitation of the Intermediate Pump Station and Intermediate Clarifiers. However, that rehabilitation was postponed, as the Authority was aware that the pump station may no longer be used when biological nutrient upgrades occurred, and until recently, there was uncertainty as to exactly how soon or when those upgrades would be required. As part of negotiations between the DuPage River Salt Creek Workgroup and the Illinois Environmental Protection Agency, it has been determined that nutrient removals will not be required by the Authority until at least 2038, and the Authority will not be penalized for not removing nutrients until 2040. This determination gave more certainty to how much longer the Intermediate Pump Station and Clarifiers will need to stay in operation, and identified the need to perform some rehabilitation to keep the processes functional for another 13 years.

The Authority sought a proposal to evaluate options to extend the life of the existing facilities while minimizing expenditures on infrastructure that will ultimately be abandoned, demolished, or repurposed. The Intermediate Pumping Station wet well may be used to divert primary clarifier effluent to the new activated sludge process in the future. Similarly, the intermediate clarifiers may be repurposed for fermentation, side stream equalization, or some other purpose to support the future liquid treatment process conversion.

Due to Baxter & Woodman completing the 2024 Facility Plan, their firm retained the most familiarity with the future upgrades, and how the existing Intermediate Pump

Station and Clarifiers will be abandoned, demolished, or repurposed. Therefore, after discussion with the Technical Advisory Committee, it was recommended to waive the competitive selection process for a consulting firm, and request a proposal only from Baxter & Woodman. Based on the Authority's professional services policy this could be defined as continuation of existing work, as this ties into future upgrades associated with the biological nutrient removal project.

After receiving the initial proposal, the scope and fee were negotiated with the final fee coming in a not to exceed amount of \$199,285. The Authority's approved CY2025 budget included a budgeted amount of \$200,000 for this work.

The Technical Advisory Committee is requesting the Executive Oversight Committee a single motion waive the competitive selection process and award the Technical Services Proposal for the Intermediate Pump Station and Clarifier Rehabilitation to Baxter & Woodman in the amount of \$199,285. The Authority budgeted \$200,000 for this work in the CY2024 Approved Budget, Fund 40-580180 Capital Budget.

Trustee Bachner asked what type of penalties would be assessed if the Authority decided not to treat for phosphorus in the future. Mr. Streicher advised that the GWA would be placed in a non-compliance consent decree which would mandate completion of the repairs/upgrades by a specific date; in addition to potential financial and legal ramifications.

Mr. Niehaus and Mr. Goldsmith asked what when GWA would need to be compliant with phosphorus removal limits, what that limit would be and what GWA's current limit is. Mr. Streicher advised that the facility would need to be compliant by 2040 and would have a limit of .35mg/L; and GWA currently discharges a phosphorus level of 3-4mg/L

Mr. Niehaus motioned and Mr. Franz seconded the *MOTION* to waive the competitive selection process and award the Technical Services Proposal for the Intermediate Pump Station and Clarifier Rehabilitation to Baxter & Woodman in the amount of \$199,285 to be charged to CY2024 Approved Budget, Fund 40-580180 Capital Budget. President Giagnorio, President Simon, Trustee Bachner, Trustee Christiansen, Mr. Niehaus, Mr. Franz, Mr. Goldsmith and Mr. Buckley responded "Aye" during a roll vote. The motion carried.

11. Discussion

11.1 Future Items Seeking Approval from Executive Oversight Committee

11.1.1 Pretreatment Services Contract

The position of the Environmental Resources Coordinator at the Authority has recently become vacant. One of that position's essential responsibilities is to maintain the Authority's compliance with the

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approved United States Environmental Protection Agency's Pretreatment Program. With the absence of a person to fill that role, a need to temporarily contract those services out has arisen. The Authority is currently negotiating with one of its shortlisted firms that provides said services. It is anticipated that the total dollar amount of that contract could require EOC approval.

The scope and terms of that contract will be reviewed by the Technical Advisory Committee prior to seeking EOC approval.

12. Other Business

12.1 Technical Advisory Committee Updates

12.2 Thank you, Mayor Giagnorio

13. ***Next EOC Meeting*** – The next regularly scheduled EOC Meeting is set for ***Thursday, May 8, 2025 at 8:00 a.m.***

Mr. Streicher advised that there most likely will not be a May 8th meeting, but there will be a June meeting for the presentation of the Facility Plan and to receive guidance/recommendations for proceeding.

Mr. Goldsmith made the motion to adjourn the January 9, 2025 EOC Committee meeting, and Mr. Buckley seconded the MOTION. President Giagnorio, President Simon, Trustee Bachner, Trustee Christiansen, Mr. Niehaus, Mr. Franz, Mr. Goldsmith and Mr. Buckley, responded “Aye” during a roll call. The motion carried. The meeting adjourned at 8:23 a.m.

Submitted by:

Gayle A. Lendabarker
GWA Executive Assistant