

GLENBARD WASTEWATER AUTHORITY
Executive Oversight Committee
Agenda
September 8, 2025
8:00 a.m.
945 Bemis Road
Glen Ellyn, IL

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
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 month of August of 2025 in the amount of \$1,049,935.51 (Trustee Christiansen).

- 5.1 Executive Oversight Committee Meeting Minutes:
August 11, 2025 EOC Meeting
- 5.2 Vouchers and Payroll Previously Reviewed:
Month of August – Trustee Christiansen
- 5.3 Request for a Motion to waive competitive bidding and authorize awarding Quad Plus in the amount of \$63,207 for a fully re-conditioned tiebreaker, and to repair the Authority's existing breakers for the Backup Generation System (Co-Generation)

At the conclusion of the Co-Generation bi-annual switchgear maintenance services performed in November 2023, it was noted in the final report on January 11, 2024, that the Tie-Breaker stationary contacts displayed heavy pitting. Based on those findings, a budgetary quote for repair/replacement was sought and received for inclusion in the CY-25 Budget, as it was not imminently imperative to make the needed repairs. The root cause of the stationary contacts pitting is due to the tiebreaker disconnecting Combined Heat & Power System generated loads in the event of a utility outage.

Repair/replacement options were explored in 2025 to address the issue of the noted tie-breaker deficiencies. The original equipment manufacturer (OEM), Siemens, informed the Authority that new or retrofitted breakers were not available. Therefore, Quad Plus, a Chicagoland Breaker Reconditioning, Repair, and Parts locator firm, which the Authority has used in the past was contacted. The repair of the tiebreaker is difficult to accomplish, as it would require the tiebreaker be

removed from service and transported to the repair/reconditioning shop. There is only one tiebreaker, and it is required to connect both the emergency backup generators, as well as our Combined Heat & Power (CHP) generators to our plant load. If the tiebreaker were to be removed and transported off-site, the Authority would have no back up power source and would be vulnerable to power outages.

Therefore, the Authority 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,” as Quad Plus is the only vendor who can provide the OEM product and service.

The Authority requests the EOC motion to waive competitive bidding and authorize awarding Quad Plus in the amount of \$63,207 for a fully re-conditioned tiebreaker and to repair the Authority’s existing breakers for the Backup Generation System.

- 5.4 Request for a Motion to Waive a Competitive Selection Process and Utilize Concentric Integration to complete Phase 2 of the implementation of Ignition by Inductive Automation for its Data Analysis and Reporting Platform in an amount not to exceed \$50,000.

Early in 2023, the GWA admin and supervisory team began discussions regarding the difficulties with our ability to pull reporting and analytical data from the various systems the Authority uses. Currently, process and control data is saved in two primary systems; first the SCADA platform called GE iFix which helps control and visualize the treatment process at the main plant and all remote sites, and a program called OpWorks that helps the operations and lab staff capture manually recorded information.

After an extensive search and selection process, in April 2024, the EOC authorized Concentric Integration for the purchase and time and material implementation of Ignition by Inductive Automation for its Data Analysis and Reporting Platform.

With the initial phase completed, the Authority is seeking to move onto Phase 2, which will consist of finishing creating the appropriate databases for historical data collecting and reporting, finish linking the new software to the Authority’s equipment, creating dynamic data queries to facilitate “ad-hoc” reporting, and to develop the final user interface for Authority staff to utilize the program. The Authority has issued \$50,000 in the approved CY2025 capital budget for this work to be completed.

The Authority is seeking a motion to authorize the waiving of a competitive selection process and utilize Concentric Integration to continue to Phase 2 of the implementation of Ignition by Inductive Automation for its Data Analysis and Reporting Platform in an amount not to exceed \$50,000.

6. Approval of CY2024 Audit

Attached are the Annual Audited Financial Statements for the Glenbard Wastewater Authority for the fiscal year ended December 31, 2024. Financial highlights for the Authority's fiscal year 2024 (FY2024) 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 4-14. I will present highlights of the financial report during the EOC meeting and a representative from our auditing firm Lauterbach & Amen, LLP, will present the auditor's opinion. The Authority again received an unmodified audit opinion from the auditing firm, Lauterbach & Amen LLP, which is the highest and best opinion.

Operating Fund Surplus

The Operating Fund Surplus before the long-term pension adjustment was \$453,432. We annually adjust the partners' contributions to match expenses. Using this measure, the Village of Lombard is owed \$270,549 and Glen Ellyn is owed \$182,883 for the fiscal year ended December 31, 2024.

As of December 31, 2024, the Authority's working cash was 35.0% of operating expenses, or \$487,920 above the minimum 25% as set in the current intergovernmental agreement. A complete schedule detailing the working cash calculation may be found in the notes to the financial statements (page 33-34). As the excess working cash amount exceeds the operating surplus amount, we can distribute the entire surplus.

The operating surplus may be either rebated back to each community or may be distributed to the Capital Fund. In the past, the operating surplus has been distributed to the Capital Fund and used for either specific projects or to offset future Capital Fund rate increases to both Villages.

Other Communications:

There are two other communications that are included as attachments to this memo.

SAS114 Letter: This letter is a required communication between the auditors and those charged with governance. It highlights certain areas that auditors are required to disclose each year to those charged with governance.

Management Letter: This letter only highlights forthcoming accounting standards for the coming year. There are no internal control matters reported in the letter.

Proposed Action Items:

Motion to accept the Audited Financial Statements of the Glenbard Wastewater Authority for the fiscal year ended December 31, 2024, and to forward the audit report to the full Authority Board for final approval at the next annual meeting.

Motion to allocate the 2024 operating surplus of \$453,432 to the Capital Fund.

7. Discussion

7.1 CY2026 Draft Budget Presentation

The Technical Advisory Committee met with the Finance Directors for each Village and discussed the first draft of the CY2026 budget. The draft budget is seeing a 4.8% increase (\$453,568) over the CY2025 budget, with a 6.47% increase (\$355,996) in Operations and Maintenance, and a 2.5% increase (\$97,572) in Capital. The significant contributors to the increases in Operations and Maintenance are software licensing/support fees, overhead fees, electric supply, and liquid oxygen. Enclosed in this agenda packet are the pertinent sheets from the draft budget, along with a memo providing explanations for increases/decreases in the draft CY2026 budget over the approved CY2025 budget.

7.2 Pending EOC Action Items

7.2.1 Recommend Approval of Budget

7.2.2 Schedule for Annual Full Board Meeting

7.2.3 Design/Build Contracts

8. Other Business

8.1 Technical Advisory Committee Updates

8.2 Other items

9. ***Next EOC Meeting*** –Next regularly scheduled EOC Meeting on ***Monday, October 13, 2025, at 8:00 a.m.***