

**Minutes
2024 Annual Meeting
Glenbard Wastewater Authority
Thursday, November 21, 2024**

1.0 Call to Order

Lombard Village President Keith Giagnorio called the meeting to order at 5:00 p.m.

2.0 Pledge of Allegiance

Lombard Village President Keith Giagnorio requested the Pledge of Allegiance be led by Village of Lombard's Public Works Director, Carl Goldsmith.

3.0 Roll Call

Present: Ms. Donna Jean Simon, Acting Village President, Ms. Kelli Christiansen, Trustee, Mr. Gary Fasules, Trustee, Ms. Anne Gould, Trustee, Mr. Steve Thompson, Trustee.

Mr. Keith Giagnorio, Village President, Mr. Anthony Puccio, Trustee, Mr. Bernie Dudek, Trustee, Mr. Bob Bachner, Trustee.

Absent: Village of Glen Ellyn:
Trustee Kelley Kalinich
Village Clerk Caren Crosby

Village of Lombard:
Trustee Brian LaVaque
Village Clerk Elizabeth Brezinski
Trustee Dan Militello arrived after Roll Call at 5:16 p.m. and prior to the vote on the CY2025 Annual Budget approval

Note: Each Village has a Vacant Trustee seat.

Lombard Staff Present:
Scott Niehaus, Village Manager
Carl Goldsmith, Public Works Director
Tim Sexton, Finance Director

Glen Ellyn Staff Present:
Mark Franz, Village Manager
Dave Buckley, Public Works Director
Patrick Brankin, Finance Director

Glenbard Wastewater Authority:
Matt Streicher, Executive Director
Gayle Lendabarker, Executive Assistant

Others:
Jamie Wilkey – Lauterbach & Amen

4.0 Annual Financial Reports FY2023 (Lauterbach & Amen, LLP)

Jamie Wilkey, a Partner in the firm of Lauterbach & Amen, LLP, will briefly review the financial status of the Authority for the CY2023 period ending December 31, 2023. Usual areas for review are: fund equity, receivables, payables, liabilities, service fees, maintenance, cash flow and flow splits.

Jamie Wilkey, a partner with the firm of Lauterbach & Amen, LLP, provided a review of the financial status of the Glenbard Wastewater Authority for CY2023 and thanked the Village of Glen Ellyn's Finance Director, Patrick Brankin, and his team for doing an outstanding job preparing, as there were no adjusting journal entries. Ms. Wilkey stated the 2023 Audited Financial Statements were an "Unmodified" or "Clean" Audit which, is the highest level that can be achieved. Ms. Wilkey stated the Internal Controls were audited, and there were no findings with this or the issued single audit. Ms. Wilkey also stated that there was no Management Letter required.

Finance Director Brankin, highlighted that the O&M Surplus, in the amount of \$274,790, which, as in past years, was distributed to GWA's Capital Improvement Fund.

Motion to Accept the CY2023 Annual Financial Reports, as presented by Village of Glen Ellyn Finance Director, Patrick Brankin, and Jamie Wilkey, Lauterbach and Amen, LLP.

Aye (9): President Simon, Trustee Christiansen, Trustee Fasules, Trustee Gould, Trustee Thompson, President Giagnorio, Trustee Puccio, Trustee Dudek, Trustee Bachner.

Absent (3): Trustee Kalinich – Village of Glen Ellyn
Trustee LaVaque – Village of Lombard
Trustee Militello – Village of Lombard
Note: Each Village has a Vacant Trustee seat

5.0 Introduction of Board Members and the GWA Team

President Giagnorio and Mr. Streicher discussed that this item will be removed from future agendas, as it pertained to the previous meeting format from years past when meals were served.

6.0 Public Comment

None

7.0 Consent Agenda:

Mr. Streicher advised that there is a need to add a motion to amend the Minutes for the following corrections to the Minutes from the November 13, 2023 Full Board meeting:

-Village Clerk Elizabeth Brezinski listed as in attendance as part of the elected officials, as well as under the Village Staff attendees. She should be listed only in the elected officials attendee list.

-Spelling of Trustee Kalinich's last name was incorrect in two locations... page 2 last paragraph and on Page 6 of the Minutes under 12.0 Adjournment.

-Trustee Fasules was listed as present under "Present" on the Minutes and the listed as "Absent". Trustee Fasules was absent from the November 13, 2023 meeting.

A motion was made by President Giagnorio and seconded by Trustee Bachner to amend and approve the Minutes from the November 13, 2023 Annual Meeting of the Glenbard Wastewater Authority Board.

Aye (9): President Simon, Trustee Christiansen, Trustee Fasules, Trustee Gould, Trustee Thompson, President Giagnorio, Trustee Puccio, Trustee Dudek, Trustee Bachner

Absent (3): Trustee Kalinich – Village of Glen Ellyn
Trustee LaVaque – Village of Lombard
Trustee Militello – Village of Lombard
Note: Each Village has a Vacant Trustee seat

8.0 Comments by GWA Full Board Chairperson

President Giagnorio, stated that this would be his last GWA Full Board meeting as his term as Village of Lombard's President ends in April 2025. President Giagnorio noted that it is amazing to him how many residents in both communities, do not know what or where GWA is and the services it provides and learning about GWA, has been very educational not only for him, but everyone at the meeting; and, is proud of the fact that every year the leaders from both communities come together and have such a business-friendly relationship.

Mr. Niehaus shared a time with President Giagnorio that demonstrated the cooperation between the two Villages from 2017, when there was a case of serious odor issues at GWA and President Giagnorio, President McGinley, then Village of Glen Ellyn president, Mr. Franz and himself were meeting with a group of Glen Ellyn residents in a resident's home, who were pushing hard; it was important for the Glen Ellyn residents to see that both Villages were listening to their complaints and trying to find a solution; rather than the Village of Lombard leadership just saying "it is a Glen Ellyn resident, therefore, it is a Glen Ellyn problem".

9.0 Executive Director Streicher summarized significant events from CY2024 and presented information on goals and projects that are planned for CY2025

GWA Executive Director Streicher expressed his appreciation to the members of the Village of Lombard and Village of Glen Ellyn's Board for attending and introduced other GWA staff who were in attendance, Executive Assistant, Gayle Lendabarker, who is recording Minutes for tonight's meeting.

Executive Director Streicher recognized and thanked the members of the Executive Oversight Committee for taking extra time out their schedules to meet monthly and provide their guidance over the past year. Executive Director Streicher reviewed the Key Performance Indicators for CY2024:

- 3,191,000,000 (3.191 Billion) gallons treated through October 2024; past 5 year average = 3,630,200,000 (3.6302 Billion) gallons treated through September
- 24.27 inches of rainfall through October 2024, 5-year average = 32.62 inches through October;
- 0 Lost Time Injury since 2013
- 23 Odor Complaints through October 2024 – Mr. Streicher noted that approximately 20 of the complaints were made by the same resident.
 - ✓ 2023 Odor Complaints = 10 through October
 - ✓ 2022 Odor Complaints = 9 through September
 - ✓ 2021 Odor Complaints = 26 through September
 - ✓ 2020 Odor Complaints = 18 through September
 - ✓ 2019 Odor Complaints = 40 through September
- Main Plant = No Permit Excursions; Current Record – No Excursions since 4/4/2013 which is tremendous record and has garnered GWA and its staff some National awards. Mr. Streicher explained that this means GWA has not violated its US EPA National Pollutant Discharge Permit that it is mandated to follow.
- Combined Sewer Outfall Facility = 0 Excursions – Last occurrence was 9/12/2022. Executive Director explained that this facility only goes online during high rain events, and to go for that length is impressive.

Executive Director Streicher highlighted the status of the Top CY2024 Capital Projects:

- Administrative Parking Lot/Bemis Road Improvements - Completed
- Phase 2 North Regional Interceptor Rehabilitation – Project was put out to bid and awarded in 2024; start of the project has been delayed due to permitting issues; hopeful for completion by end of 2024.
- Primary Clarifier & Gravity Thickener Rehabilitation Construction & Engineering – Bond was approved and issued in 2023; contract was put out to bid and awarded; start has been delayed due to equipment lead times; will break ground in summer 2025.
- Facility Plan Study – Goal was to update construction costs of planned projects and to develop construction/process plans for 2030 project to be able to meet IEPA mandated removal phosphorus requirements by 2035.

Executive Director Streicher highlighted the Top CY2025 Capital Projects:

- Heavy Interceptor Cleaning
- Collection System Televising
- Intermediate Pump Station and Clarifier Rehabilitation Design – projects that need to be completed prior to the nutrient removal mandates.
- Small Capital Projects
- Large Capital Projects

10.0 Proposed CY2025 Budget

Executive Director Streicher stated the Proposed CY2025 reflects a 5.12% increase to the O&M Fund for a total of \$5,512,426. Mr. Streicher highlighted areas that contributed to the increased O&M costs namely, 12% to Contract Operational line items, 70% to Personnel line items, 5% to Operating Supplies, 10% to Support line items and 3% to Utility line items. Mr. Streicher explained that the O&M fund allocations for each Village is based solely on percent of flow through the facility, with Lombard traditionally being close to 60% and Glen Ellyn being 40%, and is not based on population.

Mr. Streicher explained that the Capital Fund is used in the same manner as the Villages, to fund capital improvement projects or make major equipment repairs, and for CY2025; the budget reflects a 2.50% increase over CY2024 from each Village. Mr. Streicher stated that unlike the O&M Fund, the contributions from each Village is calculated differently, in that, 50% of the contribution is split 50/50 between the two Villages, and the remaining 50% of the contribution is split based on the same flow calculations as the O&M fund.

Mr. Streicher summarized that overall, the CY2025 budget reflected a total of a (4.0%) increase over the CY2024 budget.

Mr. Streicher made the formal request for the GWA CY2025 budget to be approved.

Trustee Christiansen made and Trustee Puccio seconded the Motion, to Approve the Glenbard Wastewater Authority CY2025 Budget in the amount of \$17,119,392. The motion carried by the following vote:

Aye (10): President Simon, Trustee Christiansen, Trustee Fasules, Trustee Gould, Trustee Thompson, President Giagnorio, Trustee Puccio, Trustee Dudek, Trustee Militello, Trustee Bachner

Absent (2): Trustee Kalinich – Village of Glen Ellyn,
Trustee LaVaque – Village of Lombard,
Note: Each Village has a Vacant Trustee seat

11.0 Other Business

Mr. Franz expressed his appreciation to President Giagnorio for his twelve (12) years of guidance and support while serving on GWA's EOC Committee and Full Board.

12.0 Adjournment

A motion was made by Trustee Bachner and seconded by Trustee Christiansen, that the Annual Meeting of the Village of Lombard Village Board and the Village of Glen Ellyn Village Board known as the Glenbard Wastewater Authority Full Board, held on Thursday, November 21, 2024, be adjourned at 5:45 p.m. The motion carried by the following vote:

Aye (10): President Simon, Trustee Christiansen, Trustee Fasules, Trustee Gould, Trustee Thompson, President Giagnorio, Trustee Puccio, Trustee Dudek, Trustee Militello, Trustee Bachner

Absent (2): Trustee Kalinich – Village of Glen Ellyn
Trustee LaVaque – Village of Lombard
Note: Each Village has a Vacant Trustee seat

Respectfully submitted,

Gayle Lendabarker
Administrative Secretary
Glenbard Wastewater Authority