

GLENBARD WASTEWATER AUTHORITY  
Executive Oversight Committee  
Agenda  
November 10, 2025  
8:00 a.m.  
945 Bemis Road  
Glen Ellyn, IL  
8:00 a.m.

Members Present:

Jim Burket	President, Village of Glen Ellyn
Trustee Christiansen	Trustee, Village of Glen Ellyn
Mark Franz	Village Manager, Village of Glen Ellyn
Scott Niehaus	Village Manager, Village of Lombard
John Hubsky	Interim 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
Daniella Martinez	Environmental Resources Coordinator, GWA

1. Call to Order at 8:00 a.m.
2. Pledge of Allegiance
3. Roll Call: President Burket, Trustee Christiansen, Mr. Niehaus, Mr. Franz, Mr. Hubsky and Mr. Goldsmith, answered “Present”. President Puccio and Trustee Bachner were excused.
4. Public Comment
5. Consent Agenda – The following items are 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 September and October of 2025 in the amount of \$3,110,696.01 (Trustee Christiansen).*

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

- 5.1 Executive Oversight Committee Meeting Minutes:  
September 8, 2025 EOC Meeting
- 5.2 Vouchers and Payroll Previously Reviewed:  
Months of September and October 2025 – Trustee Christiansen
- 5.3 Request for a Motion to approve Resolution No. 004-2025 Authorizing the Extension of the Term of the Municipal Insurance Cooperative Agency (“MICA”) Insurance Pool to April 20, 2038, and Approving its Second Comprehensive Amendment to the Contract and By-Laws

The proposed resolution approves and authorizes the extension of the term of the Municipal Cooperative Agency ("MICA") insurance pool to April 30, 2038, and approves its Second Comprehensive Amendment to the Contract and By-Laws. MICA was formed in the late 1980s, and the Village of Glen Ellyn and the Authority have been members of MICA since 2009. MICA is a risk insurance pool with 21 current local government members, which includes the villages of Deerfield, Gurnee, Hodgkins, Inverness, Lincolnshire, North Riverside, River Grove, South Elgin and Streamwood, the cities of Des Plaines, Kewanee, Montgomery, Quincy, Streator, and Sterling and the Town of Normal. The attached Second Comprehensive Amendment to the MICA Contract and By-Laws ("Second Amendment") is recommended for approval by the MICA Board of Directors. The amendments to the By-Laws are largely clean-up amendments. The most significant changes are that the By-Laws now incorporate a state law requirement that a member can leave the MICA pool upon 120 days' notice. The By-Laws also extend the term for the MICA Pool from the current term which expires on April 30, 2026, for an additional 12 years through April 30, 2038. The MICA Board of Directors approved the Amended By-Laws at its September 2025 meeting. As a member, the Authority is required to approve and authorize the Second Amendment.

***The Authority requests the EOC Adopt Resolution No. 004-2025, A Resolution Approving and Authorizing the Extension of the Term of the Municipal Insurance Cooperative Agency ("MICA") Insurance Pool to April 30, 2038, and Approving its Second Comprehensive Amendment to the Contract and By-Laws.***

- 5.4 RJN Flow Monitoring Agreement Renewal

In late 2022 the Authority requested and received a proposal for flow monitoring services for the installation, operation, maintenance, monitoring, and leasing of seventeen (17) flow meters and two (2) rain gauges located throughout the Authority's service area. The main purpose of these meters is to determine the flow splits between the two owning Villages to properly bill each Village for the treatment of their wastewater.

After detailed analysis and evaluation, the EOC authorized the Authority to waive the competitive bidding process and award RJN Group of Wheaton, IL the Flow

Services Contract in the amount not to exceed \$913,800 for the period of 2023-2028, as well as authorizing the Authority to enter into year one of six of the agreement in the amount of \$11,800 per month, with the amount increasing to \$12,750 beginning in CY2026 for the final 3-years of the contract. The final 3 years of the contract also allow for a \$30,000 equipment allowance if needed.

***The Authority is requesting a motion to be made to authorize the Authority to enter year four of six of this contract for \$12,750 per month, equaling \$153,000 for CY2026 pending the approval of the CY2026 Budget and that appropriations exist. This shall be invoiced to CY2026 O&M account number 270-520981.***

5.5 Request for Authorization to Enter into Year 5 of 5 of the Lease of Atmospheric Vaporizers and Airgas Liquid Oxygen Hauling Agreement

In February 2022, after detailed evaluation and analysis, as well as based on qualifications and price, the EOC approved to enter into a 5-year agreement with Airgas for the hauling of liquid oxygen and leasing of atmospheric vaporizers. GWA requests waiver of bids and authorization to continue into year five of the five-year contract for the leasing of atmospheric vaporizers and liquid oxygen hauling with Airgas in CY2026. Starting in April 2026, Liquid Oxygen hauling will be priced at \$0.4558 per 100 cubic feet and invoiced to Fund 270-530443 in the CY2026 Budget. Atmospheric Vaporizers Leasing will be priced at \$1,500/month and invoiced to Fund 40 Capital Plan in the CY2026 Budget.

This contract is set to expire in April 2027, and therefore both the supply of liquid oxygen and the atmospheric vaporizer leasing will be rebid out at that time to obtain competitive pricing.

***The Authority is requesting a motion to be made to authorize the Authority to enter year five of five in the agreement with Airgas for \$0.4558 per 100 cubic feet of liquid oxygen in CY2026, and a \$1,500 per month lease fee for the atmospheric vaporizers, pending the approval of the CY2026 Budget and that appropriations exist.***

5.6 Request for a motion to be made to Authorize the Authority to utilize Polydene, Inc. for Polymer Supply in CY2026

Injecting polymer prior to the belt filter presses is vital to the dewatering process, it promotes the release of water from the biosolids, reducing overall volume. Correctly matching a specific polymer to the unique characteristics of GWA's Biosolids is extremely important to the effectiveness of the dewatering process. Properly reducing water from the biosolids will decrease the volume needed to be processed, therefore minimizing hauling costs. Prior to the Belt Filter Press Improvement Project, Polydyne's polymer was bench tested against GWA's biosolids and the results indicated it is an effective product. However, to ensure it is a cost-effective product, we requested quotes from multiple suppliers known to have been compatible with GWA's biosolids.

The Chemical Market can be volatile, evident in the price increases we saw these past few years. Considering Polydyne's price will increase by 0% from 2025's price, the effectiveness of their product and their ability to supply product, the Operations Department would like to retain Polydyne as GWA's polymer supplier.

The Operations Department would like to waive public bidding based on section "C.1.f Standardization Purchases." Due to the specificity of the polymer required for an effective dewatering process, bidding out this product on price alone could result in rewarding a supplier with an ineffective product.

If competitive bidding is waived, ***the Operations Department requests a motion to be made for approval for purchasing polymer at \$1.68 per pound, a 0% increase over the amount that was approved by the EOC in 2025, from our current polymer supplier Polydyne for 1 year and future approval for an additional 2 years if the price does not increase more than 5% pending the approval of the CY2026 Budget and that appropriations exist.*** Glenbard has used Polydyne for years without any major issues with their product or delivery services. The Authority spends nearly \$90,000 on polymer in any given year based on sludge production.

This purchase will be expensed to 270-530440 – Chemicals, which has \$89,250 budgeted for polymer.

#### 5.7 Contract Laboratory Services Open Purchase Order Request

The Authority Staff would like to request waiving of competitive bidding requirements per the Village of Glen Ellyn code, 1-10-2: EXCEPTIONS TO COMPETITIVE BIDDING. Per Administrative Order No. 3 Section "D" Professional Services – Section 3 the Authority is required to seek at least three competitive proposals. The request provides support that the Authority has gathered and evaluated three competitive proposals from qualified laboratories.

This request is made due to the specific requirements that need to be met for the Authority to properly test our Influent, Effluent, Anaerobic Digester and Land Applied Biosolids samples per the IEPA and EPA specifications. With the EOC's approval, a purchase order will be created under O&M account 270-520806 – Professional Services Laboratory Support for a not to exceed budgeted amount of \$30,500 to be utilized during the 2026 calendar year

***The Authority is requesting a motion be made to authorize waiving of competitive bidding and allow using First Environmental Laboratories in CY2026 for a not to exceed amount of \$30,500 pending the approval of the CY2026 Budget and that appropriations exist.***

#### 5.8 Not to Exceed Open Purchase Order for Combined Heat and Power Maintenance and Parts

In 2016 the Authority commissioned two Combined Heat and Power (CHP) engines and generators. The manufacturer of the CHP package was Nissen Energies out of Denmark, who has proprietary rights over most of the parts associated with the CHPs, and is the only maintenance provider that will allow for work to be warrantied. Every year, the Authority budgets appropriate amounts based on a predictive maintenance schedule, however, there are many instances when unforeseen failures occur that require additional funds to be spent.

Under most circumstances, the greatest “uptime” on the engines is the most beneficial to the Authority due to the electrical savings from the engines generating electricity. In addition, the Authority receives revenue through tipping fees associated with the acceptance of high strength waste for the purposes of co-digesting, which in turn creates more methane fuel for the engines to generate electricity with. When the engines cannot run, the Authority typically has to stop accepting high strength waste, as the system cannot handle the additional gas production without a use for it.

Per the Village of Glen Ellyn’s purchasing policy, which the Authority follows for most services, any funds spent more than \$25,000 in a single calendar year with the same vendor require Executive Oversight Committee (EOC) approval. Since the Authority typically spends more than \$25,000 with Nissen Energies for proprietary parts and maintenance, often approval is needed prior to EOC meetings and approval must be granted based on an emergency basis.

In discussing this dilemma with the Technical Advisory Committee, a potential solution brought up was to have the EOC authorize spending with Nissen Energies up to the budgeted amount. In CY2026’s approved budget, \$52,813 was designated towards maintenance, parts, or other services that would normally be invoices by Nissen Energies. ***Therefore, the Authority is seeking a motion for authorization to approve a not to exceed budgeted amount of \$52,813 with Nissen Energies pending the approval of the CY2026 Budget and that appropriations exist.***

- 5.9 Request for a Motion for Authorization to enter into a 3-year agreement with Groot Industries Waste & Recycling.

To reduce equipment degradation, removal of non-hazardous inorganic material is part of the water treatment process. Therefore, that material removed needs to be brought to a landfill for proper disposal.

In accordance with the Village of Glen Ellyn’s Purchasing policy, the Operations Department solicited 3 quotes to remove non-hazardous waste from GWA and the CSO Facilities. Detailed breakdowns of the quotes are supplied in the enclosed memo.

Groot has been responsible for GWA’s waste disposal for the prior 7 years without any disruptions or complications. Year 1 of Groot’s proposed price is a 0% increase

from the approved amount in CY2025 and regardless of the 6% increase for years 2 and 3, Groot would remain the lowest price.

***The Operations Department is requesting the Executive Oversight Committee motion to approve entering into an agreement with Groot to provide waste removal services for a not to exceed amount of \$34,000.00 over a 3-year period.*** GWA allocated \$8,000.00 for waste disposal services in CY2026 O&M budget Operations Support 270 520991, and future budgeting will reflect the 6% price increases.

5.10 Request for a Motion to enter a 3-year contract with Rowell Chemical Corporation for supply of Liquid Sodium Hypochlorite

Per requirements related to the Authority's United States Environmental Protection Agency's (USEPA) issued National Pollutant Discharge Elimination System (NPDES) Permit, the Authority requires the use of liquid sodium hypochlorite for disinfection purposes at the combined sewer outfall plant in Lombard. The contract to retain a supplier for this is publicly bid every 3 years.

The Glenbard Wastewater Authority posted the bid publicly through an advertisement to bid that was published in the Daily Herald on October 16, 2025. The deadline for receipt of the sealed bids was November 5, 2025, at 10am.

At the time of the bid opening, the Authority had four bid packets, with the low bidder being Rowell Chemical Corporation at a rate of \$1.59/gallon. The Authority's previous contract for Sodium Hypochlorite supply was with Rowell, who had exceptional performance, and was previously at rate of \$1.81/gallon. This new price represents a 12.15% reduction.

***The Authority is seeking a motion for authorization to enter a 3-year contract with Rowell Chemical Corporation for the supply of liquid sodium hypochlorite for \$1.59/gallon.***

6. Final CY2026 Budget Requesting Recommendation for Approval to GWA Full Board

After the presentation of the first draft of the CY2026 budget to the Executive Oversight Committee at the September 8, 2025, 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 in the proposed budget:

**Capital Fund 40:**

Several smaller capital projects were added; however, the small increase did not result in the cash on hand values changing significantly. The contribution amount remains at a total of a 2.5% increase of \$97,572 for both Village's combined over CY2025's approved budget

## **Operations & Maintenance 270:**

Maintenance Support/Contractual – Updated to an increase of 19.1% (\$13,100) versus the 18.4% (\$12,600) that was communicated in the previous memo. due to a final number for equipment fleet services being issued by the Village of Glen Ellyn

To summarize, currently the budget has an O&M increase of 6.48% (\$356,496). While Authority staff were able to decrease budget items by a total of approximately \$68,000 over the CY2025 approved budget, there was a total increase of approximately \$424,375 over the CY2025 approved budget, with over 52% (\$225,000) of that total increase being due to the new electric supply contract taking effect in CY2026. Without that increase in electric supply, the O&M increase would only be 1.86%, or \$102,496 over the approved CY2025 budget.

The budget's overall increase including capital is 4.8% or \$454,068 over the CY2025 approved budget.

This proposed budget has been reviewed by the Technical Advisory Committee as well as the Finance Directors, who have provided comments that have been addressed.

*Mr. Streicher discussed items included in the memo enclosed in the agenda packet, and that since the electric supply cost had remained the same through years of high inflation, the Authority is essentially catching up on past years inflation now with the start of a new electric supply contract in February 2026. Mr. Streicher commented that the CPI over the past year was 2.9%, which is just over a percentage higher than what the Authority's increase would have been without the new electric supply rate. Mr. Niehaus commented that the Village of Lombard's O&M increase was 1.85%, which is nearly identical to what the Authority's O&M increase would have been without the electric supply increase.*

***It is requested that the EOC make a motion to recommend approval of the proposed Glenbard Wastewater Authority's CY2026 Budget to the Full Boards of Glen Ellyn and Lombard, at the November 17th, 2025, Full Board Meeting located at Glen Ellyn Village Hall, 535 Duane Street, Glen Ellyn, IL.***

***Trustee Christiansen motioned, and Mr. Hubsy seconded the motion to recommend approval of the proposed Glenbard Wastewater Authority's CY2026 Budget to the Full Boards of Glen Ellyn and Lombard, at the November 17th, 2025, Full Board Meeting located at Glen Ellyn Village Hall, 535 Duane Street, Glen Ellyn, IL. President Burket, Trustee Christiansen, Mr. Franz, Mr. Niehaus, Mr. Hubsy and Mr. Goldsmith responded "Aye" during a roll vote. The motion carried.***

## 7. Discussion

### 7.1 Capital Project Updates

*Mr. Dulceak presented the PowerPoint slides enclosed in the agenda packet. During the presentation of the Final Clarifier rehabilitation, Trustee Christiansen*

*asked when the Authority was expecting 60% design to be completed. Mr. Dulceak responded that it should have been completed already, and that he was working on getting the consultant back on schedule. Mr. Streicher commented that it is pertinent to get back on schedule, as the Authority would like to proceed with construction for this project in CY2026.*

*During the presentation of the Intermediate Clarifier project, Mr. Franz asked if all the screw pumps were being replaced. Mr. Streicher commented that one of the screw pumps had been replaced in 2014, and the two remaining screw pumps were original to the plant installation in 1980, and therefore, the Authority is planning to replace at least one screw pump with the rehabilitation project. The third screw pump is redundant, so the theory is if one fails, the Authority will still have full capacity. Mr. Franz questioned whether we had two fail recently, to which Mr. Streicher responded that did occur a couple of years ago, but it was the gearboxes on both units and not the screw pumps themselves.*

## **7.2 Pending EOC Action Items**

*With the EOC present, Mr. Streicher wanted to brief the group on upcoming items that will require EOC approval.*

### **7.2.1 Design/build contracts**

*Mr. Streicher commented that the Authority is awaiting a proposal from Baxter & Woodman for a Design/Build approach for the Intermediate Clarifier and Pump Station Rehabilitation. A competitive process was completed for the selection of Baxter & Woodman, and due to the nature of this rehabilitation project, it has been determined that a design build approach would be advantageous compared to the traditional design, bid, build approach, since the Design/Build approach would result in overall time and cost savings. Mr. Streicher expects the proposal to include a guaranteed maximum price of around \$2M and asked the EOC if they would prefer to hold an in-person meeting to approve that proposal, or if it could be done via email poll to avoid having to hold another in-person meeting. President Burket stated that due to the dollar amount, it would be most suitable to hold an in-person meeting after the proposal is received and reviewed.*

### **7.2.2 3-year Sodium Thiosulfate Bid award**

*Mr. Streicher stated that the Authority may need to go out to bid for the supply of sodium thiosulfate, as the existing contract expires January 12, 2026. Sodium Thiosulfate is used to de-chlorinate the effluent water at the Authority's combined sewer outfall plant in Lombard. Mr. Streicher stated since an EOC meeting will need to be held for the above-mentioned item, the thiosulfate bid award would be included in the consent agenda for said meeting.*



### 7.2.3 Community Solar Agreement

*Mr. Streicher said that although the EOC approved of the Authority to procure a community solar contract, the actual agreement will still need to be retroactively approved.*

## 8. Other Business

### 8.1 Technical Advisory Committee Updates

### 8.2 Other items

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

***Mr. Niehaus called for motion to Adjourn and Mr. Goldsmith seconded the motion to adjourn the November 10, 2025. President Burket, called for a verbal all in favor and all responded “Aye”.***

***Meeting was adjourned at 8:16 a.m.***