

GLENBARD WASTEWATER AUTHORITY
Executive Oversight Committee
Minutes
Thursday, October 22, 2009

Members Present:

Michelle Thorsell	Trustee, Village of Glen Ellyn
William Mueller	President, Village of Lombard
Greg Gron	Trustee, Village of Lombard
Steven Jones	Manager, Village of Glen Ellyn
David Hulseberg	Manager, Village of Lombard
Joe Caracci	Public Works Director, Village of Glen Ellyn
Carl Goldsmith	Public Works Director, Village of Lombard

Others Present:

Erik Lanphier	Wastewater Manager, GWA
Jon Batek	Finance Director, Village of Glen Ellyn
Gary Scott	Sr. Maintenance Mechanic, GWA
Rick Freeman	Sr. Plant Electrician/Electronics Technician
David Goodalis	Sr. Plant Operator
Gayle Lendabarker	Administrative Secretary, GWA

1. Call to Order at 8:05 a.m.
2. Roll Call: Ms. Thorsell, Mr. Mueller, Mr. Gron, Mr. Jones, Mr. Hulseberg, Mr. Caracci and Mr. Goldsmith, answered "Present". Mr. Hartweg was excused.
3. Public Comment – None
4. Consent Agenda

Mr. Goldsmith motioned and Mr. Jones seconded the MOTION that the following items on the Consent Agenda be approved: Ms. Thorsell, Mr. Mueller, Mr. Gron, Mr. Jones, Mr. Hulseberg, Mr. Caracci and Mr. Goldsmith individually responded "Aye" during a roll vote. The motion carried.

- 4.1 Minutes from the September 13, 2009 EOC Meeting
- 4.2 Vouchers previously reviewed by Trustee Hartweg
- 4.3 Glen Ellyn Park District/St. Charles Road Lift Station Project Easements Approval

Motion Approval of the Glen Ellyn Park District Temporary Construction Easement and the Glen Ellyn Park District Permanent Easement necessary to complete the St. Charles Road Pump Station Upgrade

4.4 Natural Gas Purchasing Agreement Contract Renewal

GWA currently has a Natural Gas Purchasing Agreement with Proliance Energy, LLC of Indianapolis, IN. The Agreement calls for Proliance to act as GWA's sole Agent for the purchase of natural gas and the management of transported gas into

GWA's Nicor Account. The Agreement calls for GWA's Natural Gas Supply to the Glenbard Plant through Nicor's existing Account 3-33-03-9500 to continue to be provided under ProLiance's Disciplined Purchase Strategy. O&M Budget Account 270 521202 is utilized to budget for this expense item.

Motion renewal of the existing terms of supply and management of GWA's Natural Gas usage by ProLiance Energy LLC of Indianapolis, IN for Nicor Account 3-33-03-9500.

4.5 Ultraviolet Lamp Purchase

The rated lamp life is guaranteed by the manufacturer for 8,760 hours. Based on our historical daily average flow and the average running data for the past 10 years, these lamps have an effective life in our system of approximately 5.6 years. The effective lamp life can be expected to increase or decrease based on changes to the daily average flow. We are now coming to the end of year six of operation since this the last lamp replacement.

In preparation for total lamp replacement after year six of lamp operation, we are planning on purchasing 50% of the lamps during FY2010 and the remaining 50% during FY2011. The cost for lamp replacement is \$18,000.00 in FY2010 and \$15,600 in FY2011, based off of purchasing the lamps from the lowest responsive responsible quote from North American UV.

GWA requests the EOC motion to award the purchase of the budgeted Ultra Violet lamps for \$18,000 invoiced to Plant Equipment Rehabilitation account 40-580150 payable to North American UV.

4.6 DuPage County/St. Charles Road Lift Station Project Easements Approval

Motion Approval of the DuPage County Temporary Construction Easement, the DuPage County Permanent Easement, and the DuPage County Access Easement necessary to complete the St. Charles Road Pump Station Upgrade

Mr. Gron asked if there is any type of report that is generated for the vouchers. Mrs. Lendabarker indicated that in the past, full reports are included in the packets for the Mr. Mueller, Mr. Hulseberg and Mr. Sexton, the Finance Director from the Village of Lombard. Ms. Thorsell suggested including a copy of the summary page in future packets.

5. Glenbard Wastewater Authority Agreement

Discussion to recommend amending the current Glenbard Wastewater Authority Agreement (GWAA) to reflect a modification to the methodology of how administrative overhead fees are currently calculated to one that better reflects actual commitment from the administrative agency. Also part of the discussion would be a recommendation to modify the GWAA to reflect the addition of four separate Divisions within GWA to account for (1) St. Charles Lift Station, (2) Valley View Lift Station, (3) Sunnybrook Lift Station and (4) SRI Lift Station as separate assets with appropriate funding contributions from Glen Ellyn.

Motion to recommend Amending the Glenbard Wastewater Authority Agreement (GWAA) at the next Board of Director's Meeting to address changes in the Overhead Fees (I-I(ii));

Motion to recommend Amending the Glenbard Wastewater Authority Agreement (GWAA) at the next Board of Director's Meeting to address changes in the Rate Determination (V-C)

Motion to direct GWA staff to perform a comprehensive evaluation of the latest GWAA and present appropriate modifications to the Executive Oversight Committee (EOC)

Motion to direct staff to seek proposals from appropriate consultants to provide a comprehensive asset evaluation to gauge total asset value of the GWA facilities and determine appropriate future capital funding allocations to the two communities (i.e. updated Johnson Study)

Mr. Lanphier stated that all of the motions are a result of discussions which began relating to the overhead fees during the FY10 budget planning process with questions and concerns with the current process and the way GWA is handling certain administrative fees and the way the Village of Glen Ellyn is addressing the allocation of personnel, the impact on the Public Works Director's time for the Village of Glen Ellyn etc., all those things were looked at. The formula that is currently in the GWA Intergovernmental Agreement (IGA) needs to be updated and as the other motions are discussed, it will become apparent that the entire IGA needs to be updated and brought to

the Full Board's attention in April. Mr. Lanphier referenced the section of the IGA relating to the calculation of time spent and costs incurred by the Public Works Administrative Division to oversee GWA and stated that the current calculation is outdated and does not allow for any flexibility on a year to year evaluation of the amount of time Glen Ellyn's Public Works Director is actually expending on the oversight of GWA.

Mr. Lanphier went on to explain the second motion addresses the section of the IGA pertaining to the Operation and Maintenance fund and Capital fund calculations for the each division. Mr. Lanphier explained that the original IGA did not address capital funding very well and in 1985 the EOC adopted an asset analysis study commonly referred to as the Johnson Study, which outlined the need to establish and build a capital fund to cover future costs and repairs of GWA assets during the time of regionalization when Lombard's north plant became the CSO, DuPage County's Glen Ellyn Heights plant became the St. Charles Station Road Lift Station, Valley View that was a Citizens Utilities treatment plant became GWA's Valley View Lift Station meaning that all of these assets needed to be incorporated into a new sewer use rate study, which Glen Ellyn did as well as addressing the assets relating to both O&M and capital, associated with GWA as the administrative body. Mr. Lanphier went on to explain that when the capital was addressed, it was broken down by four divisions, GWA, Lombard, North Regional Interceptor (NRI) and South Regional Interceptor (SRI), which is reflected in the top summary of the budget every year.

Mr. Hulseberg asked if both the NRI and the SRI are benefited by the Village of Glen Ellyn. Mr. Lanphier indicated that the SRI is one hundred (100%) percent Glen Ellyn and is billed that way on the O&M side while on the capital side it is reflected as an allocation on the asset values when the Johnson Study was done. Mr. Lanphier distributed a spreadsheet which summarized the total contributions to the Lombard CSO, which is billed one hundred (100%) percent to Lombard and the NRI which is billed off flow splits that average thirty percent (30%) Glen Ellyn and sixty percent (60%) Lombard, with a variance of five to six percent (5% to 6%). Mr. Lanphier indicated that based on the total dollars accumulated that it does not appear that the St. Charles Road Lift Station was accounted for in either the O&M or capital fund calculations and it appears the same holds true to the lift stations on the SRI. Mr. Lanphier stated that this is being brought to the Committee's attention because as changes to the IGA are made, four new accounting divisions, one for the each lift station, St. Charles Road Lift Station, Valley View Lift Station, Sunnybrook Lift Station and the SRI Lift Station, will be added and the formulas/responsibilities for them will be incorporated into the updated agreement.

Mr. Hulseberg referred to the summary spreadsheet and asked what part of Lombard is being serviced by the NRI. Mr. Lanphier indicated that NRI allocation is based on the flow for the wear and tear on the lines and manholes associated with the Flowerfield, Wilson Avenue, a sixty inch (60") line from Central Lombard, North Lombard and Hill Avenue areas which are billed to Lombard.

Mr. Goldsmith asked if each one of the connection points is separately metered. Mr. Lanphier confirmed that each does have its own meter. Mr. Caracci added that the NRI is the line that takes on most, if not all of the north Lombard flow. Mr. Lanphier indicated that other than the 22nd street line (L22) and a smaller line south of L22 is from Yorktown and both are billed separately under the Lombard flow bill.

Mr. Mueller asked where the southern area is metered. Mr. Lanphier indicated that there is one (1) meter on the SRI just south of L22. Mr. Caracci asked if any flow from Lombard goes into the SRI at any point. Mr. Lanphier answered no.

Mr. Caracci asked if the L22 line comes directly into the plant or does it connect just after the NRI. Mr. Lanphier advised that the L22 lines comes into a junction chamber where the SRI, NRI and L22 come together. Mr. Mueller asked how the L22 line is metered. Mr. Lanphier explained that there was originally one (1) meter on L22 but due to the junction box accumulating sulfide and other toxic fumes which made it an extremely hazardous situation for GWA staff or the flow meter contractor's staff to service the meter, two (2) meters were installed on L22, one on each of the lines that flow into the L22 run. Mr. Lanphier indicated that by adding a meter and moving them, the accuracy of the L22 flow has improved dramatically. Mr. Caracci asked where the maintenance expenses for the meters are allocated to. Mr. Lanphier advised that the maintenance expenses are charged directly to GWA O&M fund and added that the costs associated with replacement of the meters was expensed from the capital account.

Mr. Caracci offered as a summary that the NRI, which takes on flow from both communities, was only billed per pipes and manholes whereas there was never a St. Charles Road Lift Station facility that was budgeted for and capital replacements and sinking funds generated for this lift station though in looking at the spreadsheet Mr. Lanphier distributed, collections close to half million (\$500,000) dollars has been collected for the NRI over the last twenty (20) plus years and that is what is this motion is looking to do, set-up a fund to start accruing funds for future replacements and/or repairs. Mr. Caracci added that the same is true for the three (3) lift stations associated with the SRI, funds were never specifically allocated for each individual lift station which is the purpose for the motions to create new cost centers for all of the lift stations so that funds and expenses can be recorded accurately.

Mr. Gron asked what the money accrued to date had been used for. Mr. Caracci indicated the funds had been used for ongoing maintenance and small capital repairs to the pipe work, manholes and meters.

Mr. Lanphier added that during his time with GWA, the capital fund has never been looked at on an asset by asset basis, it has been viewed as a fund that was put in place for large capital equipment replacement, not really monitoring what was being allocated where. Mr. Lanphier continued by stating that the proposed amendments to the IGA are going to address the fact that the funds are allocated for an asset replacement however

that is putting the funds in, where the funds come out has not been looked at in the same manner instead, being looked at as a holistic piece of an IGA.

Mr. Lanphier explained that the motions before the Committee for changes to the IGA will establish cost centers to track the funds as they are collected and allocated for each asset then spent on a capital project for each asset.

Mr. Hulseberg stated that it would be fair to represent that while past practice was past practice the document itself, the way it is set up leads one to assert that is it suppose to be operated in a different fashion. Mr. Lanphier agreed with Mr. Hulseberg in that the IGA needs to be reviewed and brought current with the current times as well as clearly stating what the assets are, the allocation of funds for each asset and then the recording of funds in and funds out for each asset is what the above motions are looking to address. Mr. Lanphier indicated that throughout the entire IGA there is only one (1) mention of a lift station.

Mr. Jones added that the reference was in the transfer of the lift station to GWA's control. Mr. Jones went on to offer that as management at the villages changed both Village Managers began to review the IGA to gather an understanding of what it was all about, he and Mr. Hulseberg began to question how does everything truly relate to the assets and is everything equitable and began to investigate what the past practices had been, only to have the St. Charles Road Lift Station project bring the matter to the forefront and obviously the infusion of a large capital expense made it imperative that the evaluation take place sooner rather than later and to the credit of Mr. Hulseberg looking out for the best interest of the Village of Lombard, this was clearly an issue of equity and made it obvious that time to fix the matter is now regardless of what the past practices or past interpretations of the IGA were, and bring the issue of equity into alignment.

Mr. Lanphier, knowing that he had put forth a lot of information, asked if there were any questions.

Mr. Goldsmith asked Mr. Lanphier if he could supply a system map for help clear up any confusion and provide a greater sense in the GWA strategy.

Mr. Jones asked if the map indicating all eight (8) locations could be generated showing how the pieces of the puzzle fit together.

Mr. Caracci asked for a map indicating what part Lombard goes into the L22, etc. to show at what points various parts of each village flows into the NRI.

Mr. Jones indicated that a map of this nature could be made an exhibit to the IGA as to help eliminate any future confusion and would correspond with the language being set forth.

Mr. Lanphier indicated that he did not think creating such maps would be a problem.

Mr. Hulseberg added that he had one other point to make regarding the motion regarding the overhead fees. Mr. Hulseberg indicated that Glen Ellyn is making strides to re-present numbers and Lombard is reviewing those numbers as well as, Lombard submitting a proposal of costs if the Village of Lombard were to take on the responsibility of lead agency and GWWA will be submitting a proposal of costs outlining if they were to hire additional personnel or contract out some the services currently provided by the Village of Glen Ellyn, in an effort to determine who can provide the best oversight services to benefit all parties involved.

The motion was made by Mr. Hulseberg for the EOC to approve all four (4) motions as one motion as the motions are as presented.

Mr. Hulseberg moved and Mr. Jones seconded the motion: The members individually responded “Aye” during a roll vote. The motion carried.

6. St. Charles Road Pump Station Upgrade Project Bid Award

GWA recommends moving forward with the St. Charles Lift Station Project on the premise that the previous motions are approved. GWA needs this project to continue in order to continue to provide the level of service that the Village of Glen Ellyn and DuPage County expect. We would also like to take advantage of a great bid price due to the current economy. As a result of cooperative discussions, the funding of the St. Charles Road Pump Station upgrade and any other capital or O&M expenditures associated will be the responsibility of the Village of Glen Ellyn through the creation of additional accounting divisions. In order to move forward with the St. Charles Road project GWA is requesting the EOC approves to utilize GWA cash on hand to fund the project with a 100% repayment plan for Glen Ellyn established during upcoming budget preparation. GWA likely would not be able to move forward without this spirit of cooperation from both of the villages.

Joseph J. Henderson of Gurnee, Illinois was the lowest responsive responsible bidder at the September 22, 2009 bid opening with a low bid amount of Two Million Four Hundred Seventy Seven Thousand dollars (\$2,477,000).

Include with this Bid award a 5.0% contingency to cover any necessary change orders that may arise. This would bring the total cost of the construction part of the project to Two Million Six Hundred Thousand dollars (\$2,600,000).

The construction services provided by Strand Associates Inc. that was approved at the June EOC meeting will add an additional Three Hundred Thirty Thousand dollars (\$330,000) to the construction cost for a complete project total of Two Million Nine Hundred Thirty Thousand dollars (\$2,930,000).

Motion to utilize GWA Capital Funds to pay for the St. Charles Lift Station Project as budget, with a 100% repayment plan for Glen Ellyn being established during the upcoming FY11 budget preparation

Motion to include with this Bid award a 5.0% contingency to cover any necessary change orders that may arise. This would bring the total cost of the construction part of the project to Two Million Six Hundred Thousand dollars (\$2,600,000).

Motion to award Joseph J. Henderson of Gurnee, Illinois the St. Charles Road Lift Station Project with the lowest responsive responsible bid amount of Two Million Four Hundred Thousand Seventy Seven Thousand dollars (\$2,477,000).

Mr. Lanphier began by stating that with the approval of the previous motions, he was happy to inform the EOC Committee that the bid for the St. Charles Road Lift Station project came in well under the engineer's estimates with the low bid being submitted by a very well known, well recommended contractor, J.J. Henderson who has done previous work for GWA at the Lombard CSO facility. Mr. Lanphier added that J. J. Henderson has been in business for eighty-one (81) years and referred to the engineer's, Troy Stinson, recommendation letter and stated that he had reviewed the company's financial records and passed them along to Mr. Caracci for his review. Mr. Lanphier added that based on the review of the financial history, J. J. Henderson is a sound company and currently has approximately eighty-three million dollars (\$83,000,000) worth of work that is either in process or contracted to be done and currently have twenty-one million dollars (\$21,000,000) worth of assets. Mr. Lanphier continued by stating that the company is a large local contractor who predominantly focuses on wastewater work and is a well-rounded contractor. Mr. Lanphier asked that with the bid coming in at two million four hundred seventy-seven dollars (\$2,477,000) that the EOC approve a five percent (5%) contingency for a total contract award of two million six hundred thousand dollars (\$2,600,000) and when added to the three hundred thirty thousand dollars (\$330,000) for full-time resident engineering services approved for Strand Associates, the project total comes to two million nine hundred thirty thousand dollars (\$2,930,000) which is still approximately seven hundred thousand dollars (\$700,000) less than the projected project costs of approximately four millions dollars (\$4,000,000).

Mr. Hulseberg indicated he would like to amend the first motion to read as follows:

Motion to utilize GWA Capital Funds to pay for the St. Charles Lift Station Project as budget, with a 100% repayment plan for Glen Ellyn being presented at the November 12, 2009 EOC Committee meeting.

Mr. Hulseberg indicated the change was a result of conversations with Mr. Jones in that when borrowing money, a fiduciary responsibility exists when borrowing money to know what the terms are as that money is presented out.

Mr. Hulseberg went on to propose approving all three (3) motions in a single vote if there were no objections.

Mr. Hulseberg moved and Mr. Caracci seconded the motion: The members individually responded “Aye” during a roll vote. The motion carried.

Mr. Mueller asked what was being motion was being amended. Mr. Hulseberg advised the phrase from the first motion which read “with a 100% repayment plan for Glen Ellyn being established during the upcoming FY11 budget preparation” be modified to read “a repayment plan would be worked out and presented at the November 12th EOC Committee meeting.

Mr. Jones stated that he had discussed with Mr. Hulseberg having the Finance Directors from both villages work out the details of the repayment plan as the details involved could not be worked out in time for presentation at the October meeting and that the goal was to approve the contract award as to not lose out on a great bid price and then have the two villages work out the details in time for the next meeting.

Trustee Thorsell expressed her gratitude for the cooperative efforts by both village administrators to work at resolving the issue.

7. Other Business

7.1 Letter to the Legislators

Trustee Thorsell expressed her appreciation to Mr. Lanphier for writing the letter to the various legislators regarding the reasons behind GWA’s failed ARRA funding attempt. Mr. Lanphier indicated that he was happy to write the letter however, it was not appreciated by the project manager at the IEPA.

Trustee Thorsell asked if there had been any type of response from the IEPA to the letter. Mr. Lanphier advised that there had been a response however, it was in the form of a voice mail from Mr. Andres and there has not be any formal written response as of yet. Mr. Lanphier indicated that in lieu of an email and verbal confirmation received, GWA has yet to receive an official letter from the IEPA stating that the St. Charles Road Lift Station Project was rejected from the ARRA funding program.

Trustee Thorsell asked what does that mean. Mr. Lanphier advised that as of now GWA has not been officially refused unless the IEPA is viewing their email correspondence as the official notification. Mr. Lanphier advised that he intended to respond to Mr. Andres voice mail via written correspondence but was waiting for tension to subside.

Trustee Thorsell asked Mr. Lanphier what the content of the voice message was. Mr. Caracci and Mr. Lanphier indicated that the voice mail message had been transcribed so a written record could be retained as well as a digital recording taken. Mr. Lanphier asked Mrs. Lendabarker to provide copies of the transcription for the Committee's review.

Mr. Hulseberg asked if it was a pleasant voice mail. Mr. Caracci indicated that it was not pleasant.

Mr. Goldsmith asked what, if any, implications is there of the EOC approving the contract since we have not be formally denied. Mr. Lanphier indicated that when GWA was first informed the St. Charles Lift Station project was not being considered for ARRA funding, Troy Stinson and himself immediately began placing calls up the chain of command within the financial sector of the IPEA and was pretty much told that GWA would not be receiving funding. Mr. Goldsmith indicated that in the event GWA were to receive a letter stating that we had received funding, awarding the contract at this time has not created any problems. Mr. Lanphier stated that based on the voice mail message from Mr. Andres, that he strongly believed that GWA was not going to be receiving any funding from the IEPA for this project and was hopeful that this incident would not interfere with any future projects that GWA might seek IEPA funding on.

Mr. Jones asked if the letter went to all legislators. Mr. Lanphier advised that the letter did go to all legislators and not solely to Representative Pihos but felt that copies to all were not necessary as the same letter was sent to all. Mr. Jones asked if it included representatives in both the Illinois House of Representatives and the Illinois Senate. Mr. Lanphier indicated that a total of six (6) letters were distributed based on the contact information he received from each village.

Mr. Caracci indicated that it was his understanding that Representative Pihos had taken the initiative to make contact with the IEPA regarding the matter. Mr. Lanphier indicated that based on the voice mail, a copy of the letter was forwarded to the IEPA by Representative Pihos.

Trustee Thorsell asked if the project manager was the person who had called Mr. Lanphier. Mr. Lanphier indicated that it was not one of the top officials, but a project manager who took the letter personally, because the letter did not point blame at any one person within the IEPA and expressed GWA's disappointment with how the entire process was handled. Mr. Lanphier indicated that in his response to Mr. Andres, he will inform him that neither Troy Stinson nor Strand Associates had any involvement in the letter GWA sent to the legislators and his mention of Strand in the voice mail is not something that Mr. Lanphier will tolerate as a letter from GWA should not be held as a negative against an engineering firm that will have many future dealings with the IEPA, especially

after we were led down a road believing that GWA was going to receive funding. Mr. Lanphier went on to say that everything the IEPA would normally ask for if a project was receiving funding had been asked for from GWA, including a final loan application and check list which was turned around within in a day as we were told to do and to see that we were just doing all this work with and effort at IEPA where they had a facilities planning sitting on a desk for approval for nine (9) months knowing we were attempting to receive ARRA funding, granted IEPA did receive fifteen hundred (1,500) applications and did not even open three hundred (300) of them, but the fact that we were told that ours was the second one on a pile on a reviewer's desk, that we were to move forward with this only to begin receiving emails and voice mails to the contrary.

Mr. Caracci added that for them to say this was a project that was never going to be funded, why would they send out forms and checklists.

Mr. Lanphier indicated that he did not believe GWA would receive any type of formal denial letter from the IEPA based on the voice mail of Mr. Andres.

Mr. Caracci added that it is very difficult to get formal letters from the IEPA as the village had a situation where they offered to write the letter if their contact would simply sign it.

Mr. Jones asked Mr. Lanphier to explain what the Biosolids Improvement Project Mr. Andres referred to in his voice is or was. Mr. Lanphier advised that BIP project was the precursor to the current Anaerobic Digester Project and he is referring to the seven million dollars (\$7,000,000) that they gave GWA to bail out us out as if it would GWA's fault the contractor defaulted on the contract and left all of his manufacturers hanging on unpaid bills. Mr. Lanphier indicated that Mr. Andres insinuation that the IEPA bailed us out is ridiculous and that is where the Biosolids Improvement Project was. Mr. Goldsmith asked if the seven million dollars (\$7,000,000) was awarded to GWA prior to the first contractor bailing. Mr. Lanphier indicated that the funding had been granted prior to the contractor defaulted. Mr. Lanphier went on to state that the IEPA piggybacked the current digester project with the BIP loan in an effort to avoid some of the process as GWA was able to prove that the contractor had been defaulted on the biosolids project through no fault of the owner, but by the contractor and because IEPA could not close out that loan due to the incomplete work, they were on the hook for a large sum of dollars so they tied the numbers to the seven million seven hundred thousand dollars (\$7,700,000) for the new digester project in order for them to be able to have something to perform a final inspection on.

Trustee Thorsell indicated that our letter needed to be recorded.

Mr. Jones indicated that it might be a wise move to alert legislators when we are going to the IEPA on future projects in the event any one at IEPA decides to hold a grudge, to have them on board from the beginning would be a plus.

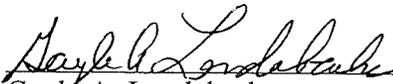
Mr. Caracci asked if the recording was off the voice mail. Mrs. Lendabarker indicated that a recording was made into the digital recorder and loaded into the dictation software however, the process for moving the file to a format that can be stored on a CD for long term retention was still being investigated.

8. Next EOC Meeting – The next regularly scheduled EOC Meeting will be on **Thursday, November 12, 2009 at 8:00 am at the Glenbard Plant.**

Motion to Adjourn

Mr. Gron moved to adjourn the October 22, 2009 EOC Meeting and Mr. Goldsmith seconded the motion. The members responded unanimously to a verbal call of “Aye”. The motion carried. The meeting adjourned at 8:45 a.m.

Submitted by:



Gayle A. Lendabarker
GWA Administrative Secretary