

GLENBARD WASTEWATER AUTHORITY

Executive Oversight Committee

Agenda

Thursday, March 10, 2011

8:00 A.M.

**Meeting will be held at the Glenbard Wastewater Plant
21 W 551 Bemis Rd, Glen Ellyn, IL**

1. Call to Order
2. Roll Call
3. Public Comment
4. Consent Agenda

4.1 Minutes from the February 7, 2011 EOC Meeting

4.2 Vouchers previously reviewed by Trustee Hartweg

4.3 Contract Award – Sodium Thiosulfate

The NPDES permit issued to the Lombard CSO facility in 1994 instituted a chlorine residual limit of 4.0 mg/l and a new permit issued in 2001 went even further with a limit of .75 mg/l. The Lombard CSO Facility Improvements Project, began in 2002 and completed in early 2004, included the addition of new chlorination and dechlorination equipment. Prior to the NPDES regulations, Liquid Sodium Hypochlorite was used to chlorinate with no chlorine residual limit in place. In order to meet the new permit requirement and allow for adequate disinfection time, Liquid Sodium Thiosulfate was introduced to the treatment process to dechlorinate prior to discharge. GWA distributed five (5) bid packets and received two (2) back.

Motion EOC to award a three-year (April 1, 2011 through April 30, 2014) contract to PVS Minibulk, Inc. for the purchase and delivery of Liquid Sodium Thiosulfate at \$1.67 per gallon/delivered with the amount expensed to FY2012 O&M Budget 271 530440.

4.4 St. Charles Lift Station Change Order #3 - Update

Change Order number three (3) includes three (3) modifications to the construction contract with the most expensive addition being excavation site cleaning resulting from flooding of the wet well and the manhole in the amount of \$15,507. The total Change Order value is an additional \$19,903. Previously, Change Order number one (1) adjusted the project cost by \$599, and Change Order number two (2) adjusted the project cost by \$2,035. As it stands today, the total Change Order values on the \$2,477,000 construction project are \$22,537, thus modifying the current contract price to \$2,499,537.

5. Biosolids Operations and Maintenance Manual (O&M) Project

This item was tabled during the February 2011 EOC meeting pending the following EOC motion was completed:

- Amended motion to defer approval of this item until such time as Mr. Goldsmith and Trustee Thorsell could review example materials presented by Strand Associates.

On February 25, 2011, Trustee Thorsell, Carl Goldsmith, Bob Minix and myself attended a presentation of the O&M manuals hosted by Brent Schuster and Troy Larson from Strand Associates Engineering. The meeting was presented with an overhead projector for electronic version display. Strand also provided an example of a paper set for the EOC members to review. The meeting lasted for more than an hour with good interaction between all attendees. The motion for award below shall not be read until the reviewers give their feedback to the EOC.

Motion the EOC approve the Task Order 11-01 for the preparation of an O&M manual for Biosolids processes in the Not To Exceed amount of \$94,200 to Strand Associates Inc. of Madison Wisconsin, invoiced to Capital Account 40-580475.

6. At the December 9, 2010 EOC Committee meeting, a motion was made to bring the bulleted item below to GWA's Full Board for discussion. The Village of Lombard would like to have this item removed from Full Board discussions.

- Motion to submit information for discussions considering either a temporary or permanent change in "lead agency" over the Glenbard Wastewater Authority to the Glenbard Wastewater Authority's Full Board.

Motion the EOC Committee to rescind the motion made at the December 9, 2010 EOC Committee meeting to submit information for discussions considering either a temporary or permanent change in "lead agency" over the Glenbard Wastewater Authority to the Glenbard Wastewater Authority's Full Board.

7. Letter of Intent Agreement between AT&T Mobility and The Glenbard Wastewater Authority for a 50' x 50' leased area to construct a 100-foot tall monopole at 21W 551 Bemis Road in Glen Ellyn, Illinois.

GWA requests a revisit regarding philosophical direction and opinions with a motion to proceed with Village of Glen Ellyn and Village of Lombard requirements if EOC discussion warrants.

8. Proposed change to the recommended EOC IGA SRI Lift Station & Sunnyside Lift Station.

The SRI Lift Station was a part of the Facilities Improvement Project (FIP2) which began in 1988 and was completed somewhere in the early 1990's. I recommend this lift station stay assigned to the GWA account 270 for operations and account 40 for Capital since

the attached Strand Engineers executive summary indicates the lift station was the highest ranked alternative to protect the SRI from wet weather flows created by the larger interceptors (NRI and 22nd Street Interceptor) that were causing flow metering discrepancies, and sanitary sewer overflows (SSO's). The SRI Lift Station also added a potential for odor reduction.

GWA will not present a motion on this item due to the sensitive nature of the discussion. The EOC motion will be left up to one of the representatives from either village.

9. GWA Annual Meeting Draft Agenda and Minutes from the 2010 meeting

The Annual meeting of the Glenbard Wastewater Authority is scheduled for Thursday, April 21, 2011 at 6:00 p.m. in Community Room at the Village of Lombard Civic Center. A proposed Agenda and minutes from the 2010 Annual Meeting are attached for review.

Motion the EOC approve the proposed Agenda and 2010 Minutes as prepared for the scheduled April 21, 2011 Meeting of the GWA Board.

10. Auditor Contract Renewal

Wolf & Company LLP., was selected as the Authority's auditor as a result of an RFP conducted in the spring of 2010. Their proposal was for a five year period, with annual renewal by the EOC. Proposal fees were \$12,440, \$12,700, \$12,900, \$13,200 and \$13,500 annually for audit services for the fiscal years ending on April 30, 2010 through 2014.

A Single Audit Report may be required to comply with the terms of the low interest loan from the Illinois Environmental Protection Agency to fund the new digester. This loan is funded in part with Federal dollars and necessitates additional detailed audit procedures. The cost for this added service is \$2,200.

Motion to approve the award of independent audit services for the Authority's fiscal year ending April 30, 2011 including the fees for a Single Audit Report, at a cost not to exceed \$14,900 as identified in the Proposal for Auditing Services dated February 5, 2010 by Wolf & Company LLP

11. FY12 Draft Budget

The EOC is asked to recommend the approval of the FY2012 Budget to the board at the scheduled Annual Board Meeting to be held April 21, 2011 in Lombard.

Motion the EOC recommend to the GWA Board for approval the proposed FY12 Annual Budget for the Operation, Maintenance and Capital Improvements for all GWA Facilities for a total amount of \$7,478,500

12. Other Business

12.1 Submittal of the Annual Biosolids Report to the EPA and the IEPA

12.2 Submittal of the GWA Permit Renewal to the IEPA

- 13.** Next EOC Meeting – The next regularly scheduled EOC Meeting will be on **Thursday, April 14, 2011 at 8:00 a.m. at the Glenbard Plant.**

The Annual Board Meeting will be held in the Community Room at Lombard Village Hall on Thursday, April 21, 2011. Diner will be provided at 5:30 p.m. followed by the meeting which needs to be concluded by 7:20 p.m. due to a regularly scheduled Village of Lombard Board meeting at 7:30 p.m.