

GLENBARD WASTEWATER AUTHORITY
Executive Oversight Committee
Minutes
Thursday, April 14, 2011
8:00 A.M.
Meeting will be held at the Glenbard Wastewater Plant
21 W 551 Bemis Rd, Glen Ellyn, IL

Members Present:

William Mueller	President, Village of Lombard
Michelle Thorsell	Trustee, Village of Glen Ellyn
Phil Hartweg	Trustee, Village of Glen Ellyn
David Hulseberg	Manager, Village of Lombard
Terry Burghard	Interim Manager, Village of Glen Ellyn
Carl Goldsmith	Public Works Director, Village of Lombard
Bob Minix	Village Engineer, Village of Glen Ellyn

Others Present:

Erik Lanphier	Wastewater Manager, GWA
Gary Scott	Sr. Maintenance Mechanic
Rick Freeman	St. Plant Electrician/Electronics Technician, GWA
Gayle Lendabarker	Administrative Secretary, GWA
Larry Noller	Acting Finance Director, Village of Glen Ellyn
Tim Sexton	Finance Director, Village of Lombard

1. Call to Order at 8:02 a.m.
2. Roll Call: Ms. Thorsell, Mr. Mueller, Mr. Hartweg, Mr. Burghard, Mr. Goldsmith and Mr. Minix answered "Present". Mr. Gron was excused.
3. Public Comment
4. Consent Agenda

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

- 4.1 Minutes from the March 10, 2011 EOC Meeting.
- 4.2 Vouchers previously reviewed by Trustee Hartweg.
- 4.3 Biosolids Hauling Contract Renewal for Fifth Year of Five Year Contract

The fifth year terms have changed based on the Consumer Price Index (CPI) to \$19.29 per cubic yard hauled. This represents a 3.05% increase over last year's approved hauling rate.

Motion EOC to award the fifth (5th) year of a five (5) year contract for reuse of biosolids to Stewart Spreading, Inc. of Sheridan, Illinois, at a fifth-year rate of \$19.29 per cubic yard hauled to be expensed to O&M account 270-521150.

Mr. Lanphier requested this item be tabled until the next meeting to allow time for further review of the Consumer Price Index increase.

Mr. Burghard motioned and Mr. Minix seconded the motion to table the approval of the contract extension to Stewart Spreading until the May EOC Committee meeting. *The members responded unanimously to a verbal call of "Aye". The motion carried.*

4.4 Western DuPage Landscaping Contract Renewal Third Year of Three Year Contract.

GWA would like to request the EOC approve the Third year of a Three-Year contract with Western DuPage Landscaping, Inc., for the amount of \$21,192.00 to supply Landscape Maintenance Services as proposed for the following Glenbard Wastewater Authority Facilities.

Motion EOC to award the third (3rd) year of a three-year contract for landscape services to Western DuPage Services, Inc. of Naperville, IL in the amount of \$21,192.00 with the costs expensed to the FY2012 O&M Budget, Building and Grounds Maintenance line items 270-520971 (Main Plant), 271-520970 (CSO), and 275-520970 (Valley View L.S.).

4.5 ADS Environmental – Service Contract Renewal

ADS has provided to GWA a 1 year extension of their current FY2011 pricing of \$108,144 for service/maintenance and data analysis/reporting. The pricing includes all services provided during the previous contract year for all 16 flow meters and 2 rain gauges.

Motion the EOC to approve a one (1) year service contract extension proposal in the not to exceed amount of \$108,144 to ADS Environmental from account 270-520981.

4.6 Janitorial Cleaning Service Contract Renewal

The EOC Committee approved a contract with Coverall Cleaning Services to provide five (5) day a week services at an annual rate of \$15,588.

GWA has been extremely satisfied with the level of service we have been receiving from Coverall and requested a multi-year contract proposal from them. Coverall responded with the following pricing schedule:

FY2012 - \$15,588 annual
FY2013 - \$15,588 annual
FY2014 - \$16,056 annual

This pricing reflects no change in cost over the FY2011 contract for fiscal years FY2012 and FY2013 and a three percent (3%) increase in FY2014.

Motion the EOC to award the first (1st) year of a three (3) year contract extension to Coverall Cleaning Service in the budgeted amount of \$15,588 to be invoiced to Glenbard Plant O&M account 270-520971. Pricing for FY2013 will be \$15,588 and FY2014 will be \$16,056.

5. Lombard CSO Improvement Project Bid Award

The bid opening for the Lombard CSO Improvement Project took place April 5, 2011 at 10:00 a.m. Three companies participated in the bidding process with the high base bid being submitted by Kovilic Construction Company in the amount of \$1,349,000. The low base bid for the project was submitted by Manusos Construction Company in the amount of \$989,000. The Engineers estimate for the project was 801,000. Joseph J. Henderson and Sons were the middle bidders with a bid of \$997,000.

GWA and Strand Associates Inc. are satisfied with the competitive bids that were received for this project and would like to recommend that the base bid be awarded to Manusos Construction Company of Fox Lake, Illinois in the amount of \$989,000, as well as the alternate #2 bid price of \$22,300. I would also like to include with the Bid award a 5.0% or \$50,565 contingency to cover any necessary change orders that may arise. This would bring the total cost of the construction part of the project to \$1,062,000 with \$1,175,000 budgeted. GWA and Strand are in the process of investigating possibilities to get the painting completed as part of the project. If we are successful we would be requesting a change order for a not to exceed amount at the next EOC meeting.

Motion to award Manusos Construction Company of Fox Lake, Illinois the Lombard CSO Improvement Project in the amount of \$1,062,300 inclusive of \$22,300 for completion of Alternative Bid number Two (2) and a 5.0% or \$51,000 contingency.

Mr. Lanphier began by stating that the upon review of the bids with the engineers, Strand Associates, the bids came in slightly higher than their original estimates and in discussions with the contractor and engineer it seems that there was a little of an under estimate on the dirt work that will need to be done around the lagoons and what is going to be required to hold back any extreme high flows during the construction as there are different means and methods they will have to employ to keep that area protected during the construction. Mr. Lanphier explained that there were two (2) alternatives in the contract; 1) the painting of the clarifier drive structure; 2) removal of some steel near a chlorine contact area at the outfall area of the south lagoon, which Manusos did not provide pricing on. Mr. Lanphier explained that while these items were alternatives that GWA would have liked to have done but were not a mandatory part of the project. Mr. Lanphier explained that GWA staff will turn to currently contractors for quotes to determine the cost of having the work done independent of the work Manusos included in their bid. Mr. Lanphier continued by saying the Manusos was the lowest bidder on the second (2nd) alternative to remove the steel work at the lagoon. Mr. Lanphier advised that he has spoken with Baxter Woodman with whom Manusos has been working lately and received positive feedback regarding their workmanship.

Mr. Minix asked what the schedule for project was. Mr. Lanphier advised their goal is eight (8) months.

Mr. Burghard asked if Baxter Woodman was involved with the Lombard project in any fashion. Mr. Lanphier indicated that they are not and that Strand is the engineer handling this project. Mr. Burghard indicated that the reason behind his question is that he was previously employed by Baxter Woodman and does not want the appearance of a conflict of interest and would excuse himself from the voting.

Mr. Mueller asked who provided the engineer's estimate on the project. Mr. Lanphier advised Stand Associates had.

Mr. Lanphier advised that there is \$1,275,000 budgeted for the project between FY11 and FY12.

Mr. Goldsmith moved and Mr. Hartweg seconded the motion: Ms. Thorsell, Mr. Hartweg, Mr. Minix, Mr. Burghard, Mr. Mueller, Mr. Goldsmith and Mr. Hulseberg responded "Aye"; during a roll vote. The motion passed.

6. 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.

This agenda item was tabled at the March 10, 2011 EOC meeting. It has been brought back to the table and as indicated last month 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.

Mr. Goldsmith motioned that this item be delayed until the next EOC Committee meeting to allow the Village of Lombard additional time to review the materials submitted by Mr. Lanphier by their staff.

Mr. Lanphier indicated this item was being brought to the EOC Committee for consideration at the March EOC meeting and knows the item is an issue with the IGA which is scheduled to be approved at the Full Board meeting the following week.

Mr. Goldsmith indicated that he still had not had the opportunity to review the information with the Engineering staff at Lombard and requested additional time to do so.

Mr. Goldsmith moved and Mr. Hulseberg seconded the motion: Ms. Thorsell, Mr. Mueller, Mr. Hartweg, Mr. Burghard, Mr. Goldsmith, Mr. Minix and Mr. Hulseberg responded "Aye". The motion carried.

Mr. Lanphier asked for clarification about whether or not he should continue to incorporate this item on the agenda or should he wait for instructions from the appropriate committee members.

Mr. Goldsmith indicated that he wanted to set up a meeting between Mr. Lanphier, Mr. Minix, his engineering staff and himself to go over and discuss Stand's engineering report which Mr. Lanphier has previously submitted and recommended that the item be placed on the agenda for the next EOC Committee meeting.

7. 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 \$7,462,900

Mr. Lanphier presented the final draft the FY2012 budget after making requested changes from staff at the Village of Lombard. Mr. Lanphier indicated that the changes did not impact the final budget number. Mr. Lanphier did highlight the key items that reflected the most impact on the budget with the largest being the allocation for electric usage. Mr. Lanphier explained that in the FY11 budget GWA had hoped to keep the costs low with a flat rate kilowatt per hour charge, however what was not anticipated was the tariffs would go up thus increasing the Kwh.

Mr. Burghard asked for confirmation that the budget will now go to the GWA Full Board for approval the following week.

Mr. Mueller asked who would be doing the presentation on the budget at the full board meeting. Mr. Minix indicated that it would be Mr. Lanphier.

Mr. Burghard moved and Mr. Minix seconded the motion: Ms. Thorsell, Mr. Mueller, Mr. Hartweg, Mr. Burghard, Mr. Hulseberg, Mr. Goldsmith and Mr. Minix responded “Aye” during a roll vote. The motion carried.

8. Other Business

8.1 SB 2081 – Letter to Legislators

8.2 Biosolids Hauling letter to Bemis Road neighbors

Mr. Hulseberg and Mr. Goldsmith indicated that additional changes to the IGA were made which specifically spells out who can participate on the EOC Committee from each village.

Mr. Burghard advised the EOC Committee that even as the Interim Village Manager, he is having difficulty professionally and personally recommending to the Board for the Village of Glen Ellyn, approving the adoption of the Intergovernmental Agreement as it is written for the budget and he does not to throw the bomb the disrupts everyone’s operation, leave and leave others to clean it up, but he seriously considering a recommendation to the President and Board for the Village of Glen Ellyn, to hold up on the approval of the IGA.

Further discussions regarding changes to the IGA ensued for one hour and twenty one minutes (1:21:00) prior to the motion for adjournment.

9. Next EOC Meeting – The next regularly scheduled EOC Meeting will be on **Thursday, May 12, 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. Dinner 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.

Mr. Hulseberg moved to adjourn the April 14, 2011 EOC Meeting and Mr. Hartweg seconded the motion. The members responded unanimously to a verbal call of “Aye”. The motion carried. The meeting adjourned at 9:48 a.m.

Submitted by:

Gayle A. Lendabarker
GWA Administrative Secretary