

GLENBARD WASTEWATER AUTHORITY

Executive Oversight Committee

MINUTES

Thursday, February 9, 2012

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
Mark Pfefferman	President, Village of Glen Ellyn
William Ware	Trustee, Village of Lombard
Phil Hartweg	Trustee, Village of Glen Ellyn
David Hulseberg	Village Manager, Village of Lombard
Mark Franz	Village Manager, Village of Glen Ellyn
Carl Goldsmith	Public Works Director, Village of Lombard
Julius Hansen	Public Works Director, Village of Glen Ellyn

Others Present:

Erik Lanphier	Wastewater Manager, GWA
David Goodalis	Sr. Plant Operator, GWA
Gary Scott	Sr. Maintenance Mechanic, GWA
Richard Freeman	Sr. Plant Electrician, GWA
Gayle Lendabarker	Administrative Secretary, GWA
Tim Sexton	Finance Director, Village of Lombard
Kevin Wachtel	Finance Director, Village of Glen Ellyn
Bob Minix	Village Engineer, Village of Glen Ellyn

1. Call to Order at 8:02 a.m.
2. Pledge of Allegiance
3. Roll Call: Mr. Mueller, Mr. Pfefferman, Mr. Ware, Mr. Hartweg, Mr. Hulseberg, Mr. Franz and Mr. Hansen answered "Present". Mr. Goldsmith arrived after roll call at 8:04 a.m. and Mr. Ware arrived at 8:07 a.m.
4. Public Comment
5. Consent Agenda

Mr. Pfefferman motioned and Mr. Hulseberg seconded the *MOTION that the following items on the Consent Agenda be approved. The members responded unanimously to a verbal call of "Aye". The motion carried.*

- 5.1 Minutes from the January 19, 2012 EOC Meeting
- 5.2 Vouchers previously reviewed by Trustee Hartweg

5.3 CSO Facility Improvement Project

GWA would like to present the EOC with the CSO Improvement Project final construction contract numbers. GWA completed the project not using several allowances which has resulted in a net deduct final change order.

GWA would like to thank Strand Engineering, Manusos General Contractors, the Village of Glen Ellyn and the Village of Lombard for the extraordinary work that went into making this project so successful.

5.4 Sand Filter Instrument Air Compressor Replacement

The *Sand Filtration System* requires the operation of many air-operated valve actuators. To supply this operating air the system utilizes two (2) existing air compressors installed in 1997. These compressor pump units last were reconditioned in 2005, and have been experiencing loss of compression capacity and higher than normal oil usage over the past 12 months. After the most recent service activity report was provided to me it is believed that these compressor pumps are nearing end of service life, and should be replaced.

GWA requests the EOC waive competitive bidding and approve the in kind replacement of the OEM compressor pump for the Sand Filter Instrument Air Compressor in the amount of \$11,100. This is a budgeted item located in the Glenbard Plant Capital Fund 40-580150 account in the amount of \$12,000.

Mr. Lanphier advised that he believed the Change Order #4 would be the last Change Order on the CSO facility project and advised that the project would probably come in under budget by approximately \$40,000.

Mr. Lanphier indicated that staff opted to replace the sand filter compressors with like equipment in an effort to save money as converting to new would be costly, and until recently staff had not experienced any problems with the equipment which is original to the plant.

Mr. Lanphier brought to the Committee's attention in the Manager's Report that for the first time since 2006 the GWA has gone excursion free which enables GWA to be nominated for a Gold Award through NEWCA, a national organization for the wastewater industry. Mr. Lanphier advised that staff was able to maintain compliance to the NPDES permit requirements even though the plant experienced some equipment malfunctions.

6. Bio-Solids Disposal Contract Award

RFQ/RFP's for a 3-year contract for the disposal of bio-solids generated at the GWA facilities were sent to 10 firms. Three (3) proposals were received and evaluated independently for proper submission. Based on the review GWA recommends awarding the contract to the lowest responsive responsible bidder Stewart Spreading, Inc. of Sheridan, Illinois.

Motion to award a three-year contract for disposal of bio-solids to Stewart Spreading, Inc. of Sheridan, Illinois, at a first-year rate of \$18.44/per cubic yard hauled and a not to exceed amount of \$221,000 to be expensed to O&M account 270-521150.

Mr. Lanphier advised that GWA has been contracted with Stewart Spreading for the past five (5) years and staff has been very pleased with the cooperation GWA has experienced with them during this time. Mr. Lanphier also advised that based on operational changes staff is making it is likely that the total of cubic yards will be reduced to approximately 7,500 cubic yards per year while the proposal was based 12,000 cubic yards per year which was based on previous history which could result in a savings of \$94,000 per year. Mr. Lanphier advised that as a result of having the new digester operational it is allowing for staff to try operational changes which remove more water creating a solid that is denser at a reduced volume. Mr. Lanphier added that in the FY2013 budget the staff is looking to purchase a density meter which will aid in monitoring the density of the solids in an effort to improve the system efficiency even further.

Mr. Hansen asked how the cubic yard is measured accurately. Mr. Lanphier advised that the trailers hold twenty-eight (28) cubic yards, with some loads being slightly less some slightly more and that he is comfortable that this number and when bulk hauling is done the number of buckets is used as an indicator, since a bucket load is approximately three (3) cubic yards.

Mr. Hulseberg asked if the contract included any fuel premiums. Mr. Lanphier advised there are none.

Mr. Hulseberg motioned and Mr. Hartweg seconded the motion to approve the contract for biosolids disposal contract to Stewart Spreading at a first year rate of \$18.44/per cubic yard. Mr. Mueller, Mr. Pfefferman, Mr. Ware, Mr. Hartweg, Mr. Hulseberg, Mr. Franz, Mr. Goldsmith, and Mr. Hansen individually responded "Aye" during a roll vote. The motion carried.

7. Strand Task Order 12-01 Contract Completion Assistance

The task order being presented before you is an estimate of the work that is to be completed. The hours that have been allocated to the punch list work and the closeout of the project are subject to contractor performance, and willingness to comply with the efforts of the mediated settlement terms.

Motion the EOC award Strand Associates Inc. of Madison WI, the Task Order 12-01 for Contract Assistance for Anaerobic Digester Improvements in the amount of \$44,800 to be invoiced to Capital account 40-580235.

Mr. Lanphier indicated that this task order is to assist with the completion and close out of the punch list items as per the mediation agreement and the numbers are estimates as it is not clear just how much work Strand will have to be involved in and as per the agreement, WBCI will be responsible for fifty percent (50%) of Strand's fees on certain items.

Mr. Franz asked Mr. Lanphier to provide a brief history of what the project is, how much is completed and how much remains in an effort to provide a background to new members of the EOC Committee.

Mr. Lanphier provided a history on the anaerobic digester project bringing the Committee current on the mishaps and pitfalls encountered that resulted in the matter being at the point it currently is.

Mr. Goldsmith motioned and Mr. Hartweg seconded the motion to approve the Task Order 12-01 for Contract Assistance for the Anaerobic Digester Improvements in the amount of \$44,800 to be invoiced to Capital account 40-580235. Mr. Mueller, Mr. Pfefferman, Mr. Ware, Mr. Hartweg, Mr. Hulseberg, Mr. Franz, Mr. Goldsmith, and Mr. Hansen individually responded "Aye" during a roll vote. The motion carried.

8. Other Business

8.1 CSO Facility Upgrade Substantial Completion Letter

8.2 Schedule the April EOC Committee and Annual Board Meeting to be hosted by the Village of Lombard.

Mr. Lanphier indicated that the dates for the April EOC Committee meeting and the Annual Full Board meeting needed to be set as Lombard would be hosting this year he requested dates that suited their schedule. Mr. Lanphier did indicate there was a request for April EOC Committee to take place on the regularly scheduled second Thursday of the month.

It was agreed by all that the April EOC Committee meeting will be held on Thursday, April 12 at 8:00 a.m. at GWA as usual and the Annual Full Board meeting will be held on Thursday, April 19th at the Village Hall for the Village of Lombard with refreshments beginning at six o'clock (6:00 p.m.) and the meeting scheduled to being at six-thirty (6:30 p.m.).

Mr. Lanphier also as the EOC Committee of the prospect of having the monthly packet distributed in an electronic format would make things easier for the members. This would eliminate the need for staff to deliver the packets to each Village as well as eliminate the need for Village staff to make special deliveries to the members in the event the packets are not received when the villages make their board packet distributions.

The EOC Committee agreed to allow for the electronic distribution of future EOC packets with the understanding that packets containing sensitive information would be generated in a paper format.

- 9. Next EOC Meeting** – The next regularly scheduled EOC Meeting will be on **Thursday, March 8, 2012 at 8:00 a.m. at the Glenbard Plant.**

Mr. Hulseberg moved to adjourn the February 9, 2012 EOC Meeting and Mr. Franz seconded the motion. The members responded unanimously to a verbal call of “Aye”. The motion carried. The meeting adjourned at 8:27 a.m.

Submitted by:

Gayle A. Lendabarker
GWA Administrative Secretary