



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF FOX METRO WATER RECLAMATION DISTRICT
HELD WEDNESDAY JANUARY 19, 2022**

The Board of Trustees met in a regular monthly meeting at 9:30 A.M. in the offices of the District at the Water Pollution Control Plant on Wednesday, January 19, 2022. Present were, Trustee Judith S. Sotir, Trustee Michael Funkey Trustee Christopher F. Childress, (via phone) Trustee Dave Krahn, and Trustee Randall H. Brown. Also present were Attorney Gregg Ingemunson (via phone), District Manager Thomas F. Muth, Assistant District Manager Karen Clementi, Human Resources Coordinator, Patrick Divine, Regulatory Manager, Tim Rubis, Controller, Linnea Scherer, Michael Ott from Strand Engineering and Norma Rodriguez.

10926 The bills were presented and read. It was moved by Trustee Krahn that the bills that have been presented and paid during the month of December, 2021 be approved in the amount of \$1,818,606.03. Motion was seconded by Trustee Brown, put to vote and unanimously carried that the bills be paid as presented.

10927 It was moved by Trustee Brown seconded by Trustee Krahn, put to vote and unanimously carried that the Treasurer's Report for December, 2021 be approved as submitted.

10928 It was moved by Trustee Krahn, seconded by Trustee Brown, put to vote, and the Motion was unanimously carried that the minutes of the December 15, 2021 Board meeting be approved after a correction to Motion Number 10924 on page 7 is made to state that the Trustees accept the recommendation Attorney Ingemunson and Manager Muth to keep the Executive Meeting Minutes from June 23, 2021 to November 17, 2021 closed. Each of the Trustees having received and read copies of said minutes before the meeting.

In Public Comments, Trustee Sotir on behalf of the Board congratulated all of the employees who celebrated birthdays in the month of December.

With no other Public Comments, it was moved by Trustee Funkey, seconded by Trustee Krahn, put to vote and unanimously carried that the Regular Board Meeting be temporarily adjourned for the Committee of Local Improvements.

The Regular Board Meeting temporarily adjourned at 9:35 A.M.

In the Committee of Local Improvements, Manager Muth introduced Miguel Vazquez, District's Union president for AFSCME 3297. Manager Muth gave a presentation to the Board. He discussed and reviewed in detail the 2021 District-wide Goals.


- **Meet or exceed all environmental permit requirements (NPDES, Biosolids, FESOP).**
 - NPDES (Water Quality)
 - Had zero excursions/ All permit requirements were met.
 - Fox Metro is Eligible for NACWA Gold Award
 - Staff will review with Board Plant Performance Summary
 - Biosolids – All of the permit requirements were met
 - FESOP (air quality) – All of the permit requirements were met
 - There were no CSO events at the plant or SSO events in the Field

- **2021 Plant Performance**
 - 11.331 billion gallons were treated. Average daily flow was 31.03 MGD (million gallons per day), had peak flow of 90.56 MGD on October 25, 2021.
 - Total precipitation recorded at the plant was 33.37", peak rain 2.90" on August 25, 2021.
 - Total Suspended Solids: 151 mg/L influent, 2.42 mg/L effluent with an average removal rate of 98.4%.
 - Ammonia Nitrogen: 18.2 mg/L influent, 0.28 mg/L effluent with an average removal rate of 98.3%

- Total Phosphorus: 3.96 mg/L influent, 0.43 mg/L effluent with an average removal rate of 87.4%. As of June 1, 2022, Fox Metro was required to report Phosphorus removal to the IEPA. Fox Metro began reporting Phosphorus removal the day the South Plant became operational in 2019. Manager Muth is proud of the fact that the Plant is averaging 0.43mg/L Phosphorus removal because that is less than what the permit limit will be in 2030.
- Yearly Comparison.
 - Plant Flows - In 2019 treated flows were 15.721 billion gallons, 12.859 billion gallons in 2020 and 11.331 billion gallons in 2021.
 - Suspended Solids – in 2019 it was 138 mg/L, 151 mg/L in 2020 and 151 mg/L in 2021.
 - CBOD’s – Influent in 2019 it was 106 mg/L, 154 mg/L in 2020 and 159 mg/L in 2021.
 - Ammonia Nitrogen – 13.5 mg/l in 2019, 17.6 mg/L in 2020 and 18.2 mg/L in 2021
 - Treatment of Total Phosphorus – This is Fox Metro’s first reportable year and in 2021 the influent rate was 3.96 mg/L which is 87.4%.

Trustee Funkey inquired how these numbers compare with other municipalities. Manager Muth did not have that information available and advised Trustee Funkey he will research, obtain the data and provide it to him.


- **Work toward accident-free workforce**
 - District was below OSHA Industry Standards
 - Have established a Safety Committee
 - Safety and Asset Coordinator, Dan Rivera, will give a presentation to the Board next month.

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- **Completed 2021 Capital Improvement Projects.**
 - New O&M Building Phase II and III
 - Building K Valve Replacement
 - B Odor Control and Covers
 - F Tank Phase II Repairs
 - Building N Overhead Doors
 - Fiber Optic Duct Bank Cable Installation
 - Oswego Pump Station Electrical
 - Orchard Pump Station Electrical – not fully completed.

 - **Initiate the following Capital Improvement Projects**
 - Digester Complex Improvements, Cover Replacement, DCM-4 – Began October, 2021.
 - Building F-Tank Renovation Phase III – Capital Improvement Committee evaluated and believe the repairs are not needed at this time.
 - Building Bar Screen Replacement/B00 MCC Replacement Design – Capital Improvement Committee completed a condition study as part of an electrical coordination study as a first step. Will obtain ideas from another consultant and intend to develop design this year.
 - H3, H4, H5 Influent Vault Evaluation – Williams Brothers is the contractor for this project. Design complete, awarded in November 2021.
 - New North Aurora Pump Station Construction – Began September, 2021.

 - **Continue Cross- Training Initiatives**
 - Training was limited to COVID-19
 - Some members of staff were able to cross train and they include the Billing and IT and Administrative team members, along with Operations and Maintenance staff members.
 - New employees have been training also

 - **Successfully Completed Departmental Team Goals**
 - Plant
 - Maintenance and Operations

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- Field Operations
 - Engineering
 - Laboratory
 - Pretreatment
 - Billing
 - IT

Each department Supervisor evaluated their goals and submitted them to HR and along with Management staff reviewed the overall goals and were pleased with the results.

- **Updated Employee Policy Manual**
 - This was tabled due to changed priorities for Administrative Team. Needed to prioritize resolving the issues with the old health insurance plan and initiating a new insurance health plan for the employees.
- **2021 Strategic Goals**
 - Maintain continuity of Operations while adequately protecting staff during COVID-19.
 - Worked very hard to ensure that District staff remained healthy.
 - As Government workers, District staff were eligible for vaccines in April.
- **2021 Strategic Goals**
 - Rate Study was completed Fall of 2021
 - New rates were implemented on January 1, 2022
- **Facilitate Communication with Elected Officials**
 - This was tabled due to Pandemic
- **Assist with Board of Trustees Elected Board Member Transition**
 - Welcome back Trustee Dave Krahn and Trustee Randy Brown

- **Continue Public Education as Appropriate**
 - Resumed Plant tours – had Scout and homeschool group tours
 - Solar Farm ribbon cutting ceremony in April was very successful
 - Staff gave combined CSO presentation with City of Aurora
 - Staff gave an Economic Development presentation at the Village of Montgomery
 - Participated and welcomed the Aurora Chamber Leadership group at the District
 - Congratulations to the Pretreatment team on their first mobile drug take back event in October

- **2021 Key Accomplishments**
 - NACWA Gold Award
 - Maintained plant performance during a drought year (high strength waste)
 - Energized solar field and hosted ribbon cutting
 - Revised the Infrastructure Participation Fee (IPF) Structure
 - Implemented new employee Health Insurance
 - Reclaimed 2,365 pounds of unwanted medications
 - Completed ComEd Energy Cohort program = \$41,295 rebate and \$218,931 estimated energy savings over 3 years
 - Received grant and installed an electric vehicle charging station
 - Applied for grant on solar field #2 and #3
 - Completed the 111th Street Pump Station design

Discussion ensued regarding the accomplishments. Manager Muth addressed all of the Trustees concerns and answered all of their questions in detail.

With no other matters to come before the Committee of Local Improvements, it was moved by Trustee Funkey, seconded by Trustee Krahn, put to vote and unanimously carried that the



Committee of Local Improvements adjourn and the Regular Board Meeting reconvene.

The regular meeting reconvened at 10:00 A.M.

Attorney Gregg Ingemunson advised the Board there was no Attorney's Report this month.

Mr. Drew Zeipen addressed the Board with the Engineer's Report and requested approval of Partial Payment No. 3 to Whittaker Construction in the amount of \$249,080.85 for the North Aurora Pumping Station Project. A photo of the project was shown and Mr. Zeipen reported that excavations have continued and the contractor, Whittaker, is approximately half way through the 40-foot excavation through bedrock. The remaining excavation will be slow moving, as the Contractor will need a crane to lift their equipment into hole.

Mr. Zeipen requested approval of Partial Payment No. 2 to Williams Brothers Construction in the amount of \$149,412.75 for the Digester Complex Improvements (DCM-4) Project. Photos of project were displayed. The foundation rebar was installed, concrete formwork was erected, and concrete was poured for the new controls/boiler building. The electrical duct bank was installed, formed, and concrete was poured. Currently working on potential change orders 1 through 7. They are currently being reviewed by District staff and the Engineer. These changes will have a cost savings of approximately \$30,139.00.

Mr. Zeipen reported that there is no change to the Orchard Road Pump Station Electrical Upgrades since the last report. Project is awaiting parts from the manufacturer. A punch list is being performed and the project is 1% from being complete.

Mr. Zeipen reviewed with the Board the following upcoming planning and design projects.

A. Building N Window Replacement

- Mark Industries was onsite on 1/11/2022 to field measure for windows.

- Installation to begin as soon as windows arrive on site.

B. H3/4/5 Valve Vault Improvements

- The Project was awarded to Williams Brothers Construction and the agreements are in place. No work is anticipated until long lead time items arrive on site (approx. next summer).
- A task order was executed with Deuchler | Fehr Graham to review shop drawings and RFI's for the project.
- District Staff will manage the construction portion of this project.

C. 111th Street Pump Station

- Staff is requesting to go out to bid today on this project.
- A short Power Point from Strand and Staff will be presented today.

D. Mooseheart Evaluation

- District staff has been working with Deuchler | Fehr Graham on a feasibility assessment which will include anticipated peak flows from Mooseheart, cost of proposed work, and routing of a proposed force main.
- District Staff to meet with Mooseheart executive director and their engineer early February to begin project discussions and planning.

E. Electrical Coordination and Arc Flash Study

- District staff has been working with CDM Smith on an Electrical Coordination and Arc Flash Study which includes a section for condition assessment.
- This condition assessment will be used to plan for the upcoming Building B – Bar Screen Project.

It was moved by Trustee Funkey, seconded by Trustee Krahn, put to vote and unanimously carried that the Engineer's Report be approved as published and payments be made as requested.

Manager Muth addressed the Board with the Manager's Report. He stated that the District's success for the year is due to having a great staff and it takes everyone from every department in the District to achieve it.


Manager Muth introduced Mr. Michael Ott from Strand Associates, Inc. Mr. Ott is a Project Manager and he gave a Power Point presentation regarding the 111th Street Pumping Station Improvements Project.

Mr. Ott expressed his and Strand's gratitude to continue to work with the District. He said it is a great experience to work with District staff.

The 111th Street Pumping Station Improvements design approach addressed complex challenges. Mr. Ott's presentation will include introduction of the design team, a brief project background, proposed pumping station overview and coordination challenges and project successes.

A consistent team yields an efficient design. Mr. Ott displayed a slide with an organizational chart of the design team for this project. He said his team made a conscientious decision to keep the District's North Aurora Pumping Station design team together for this project as well. This decision set the team up for success for this project. Mr. Zeipen said this is one of the reasons Strand was chosen for this project from other contractors that submitted proposals.

The proposed Pulte development drives immediate need for Pumping Station. Mr. Ott displayed a map of the location for the proposed Pulte Development and where the Pumping Station would be built. Fox Metro will be responsible for the Pumping Station and Pulte and their engineers will be designing and constructing the force mains. Strand provided input to their design and suggested some changes, which they accepted and




are currently in the process of reviewing shop drawings, proposed materials and methods of construction. Mr. Zeipen explained that the reason Pulte is constructing the Force Mains is because that was part of the Agreement with the District. Pulte is hiring the contractor and Strand is reviewing to make sure their contract is installing the correct equipment and using proper product material. The Force Main will be built this Winter and the Pumping Station will be built in the Spring and both should be operational in March of 2023.

Mr. Ott said one thing that was important to the District and Strand, was that the design considers long term growth potential. The Immediate need for the Pumping Station is the Pulte Development. The District had previously conducted studies that suggested some of the larger basins along the Route 30 Corridor were potentially be developed in the future and that would also be served by this Pumping Station. Strand did their best to make sure that the Pumping Station would grow with the District and some design features were incorporated to allow for that growth to happen.

Mr. Ott said the proposed Pumping Station incorporates District preferences and meets near and long terms goals. He displayed slides showing the design of the Pumping Station and explained in detail the specific equipment that it will contain as well as their function. Mr. Ott added that the Pumping Station incorporates District Preferences and is aesthetically pleasing. Lack of public water availability forced Strand to install a residential private well that will temporarily provide water to the restroom until public water can be available.

Continuous communication allowed design flexibility to overcome project challenges and meet goals. Having a large and diverse group of stakeholders presented coordination challenges. Mr. Ott said there was a lack of “Dry” utilities (ComEd & Nicor). Worked with ComEd and Pulte for a temporary electrical service solution. Without natural gas being available, a diesel generator and electric unit heaters were used. There were challenges with the Pulte coordination because there was conflicting motivation. Per the Agreement



with the District, there was a very tight timeline and Strand kept things moving even though the holidays fell in the middle of that timeline. Monthly meetings were held with Pulte and their consultants to work through the infrastructure challenges. Had to work with the City of Aurora as well. Because there was no water available at the site, the firefighting requirements could not be met and Strand negotiated a temporary variance of the firefighting requirement. In addition to a lot of coordination with the developer Mr. Ott said there was a lot of communication with District staff to keep things moving. Virtual bi-weekly meetings were held as well as in-person design meetings and nearly daily emails and/or phone calls. Mr. Ott said a project this size to be designed in six months was very challenging. Despite the challenge Strand was able to maintain schedule and budget on the project.

Manager Muth said there has been great communication between Strand and Fox Metro staff. Strand has done a great job to get all this accomplished in six months. Karen Clementi added that Strand has made things easier for District staff by keeping everything organized.

10932


Manger Muth requested authorization to seek bids for 111th Street Pumping Station and open bids at 10:00 a.m., February 23, 2022 at the Board of Trustees Meeting. It was moved by Trustee Funkey, seconded by Trustee Krahn, put to vote and unanimously carried to approve the recommendation of staff and authorize to seek bids for the 111th Street Pumping Station to be opened at 10:00 A.M., February 23, 2022 at the Board of Trustee's Meeting.

Manager Muth advised the Board that Pulte will Deed the District the site plot of 1 acre in order for the Pumping Station can be built. Pulte also owes the District \$300,000.00.

Manager Muth requested Executive Session to discuss personnel, Union Negotiations and other related matters.

10933

There being no further business to come before the Board, it was moved by Trustee Funkey, seconded by Trustee Krahn, put



to vote and unanimously carried that the Regular Board Meeting adjourn temporarily for Executive Session.

The Regular Board Meeting temporarily adjourned for Executive Session at 10:25 A.M

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It was moved by Trustee Funkey seconded by Trustee Krahn put to vote and unanimously carried that the Executive Session be adjourned and resume the Regular Board Meeting.

Regular Board Meeting reconvened at 11:27 A.M.

No decisions were made in Executive Session

10935

It was moved by Trustee Funkey, seconded by Trustee Krahn, put to vote and unanimously carried to approve the recommendations of the committee with regard to Manager Muth's pay increase as proposed in Executive session.

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It was moved by Trustee Funkey, seconded by Trustee Krahn, put to vote and unanimously carried to approve the annual wage increases for all non-union employees effective January 1, 2022.

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With no other business to come before the Board, it was moved by Trustee Brown seconded by Trustee Krahn, put to vote and unanimously carried that this meeting be adjourned.

Meeting adjourned at 11:29A.M.

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