



**Central Lake County Joint Action Water Agency  
500 S Fish Lake Rd, Volo, IL 60073**

**West Group Water System Expansion Technical Committee Monthly Meeting  
Meeting Minutes**

Meeting held at 500 S Fish Lake Rd, Volo, IL 60073  
Thursday, March 15, 2018 - 1:00 PM

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Technical Committee Members:

Darrell Blenniss – CLCJAWA  
Bill Soucie – CLCJAWA  
Mike May – Village of Volo  
Brad Fink – Village of Wauconda  
Adam Wedoff – Village of Round Lake

Additional Attendees:

Jonathan Meyer – Village of Volo  
Jeff White – CLCJAWA  
Brandon Celaya – CDM Smith  
Amrou Atassi – CDM Smith  
Melody Carvajal – CDM Smith  
Bill Rickert – RHMG

1. Call to Order by Mike May at 1:10 PM
2. Comments from the Public – There were no comments from the public.
3. Approval of the February 8, 2018 Technical Committee Meeting Minutes
  - **Motion to approve the minutes made by Adam Wedoff, seconded by Brad Fink. All were in favor.**
4. Financials
  - a. CDM Smith PER Phase Invoice #25, Detailed Design Invoice #13, and CM Services Invoice #2 were presented for approval.
  - b. WG BP#1 Contractor Pay Application No. 2 was presented for approval.
  - **Motion to approve the CDM Smith invoices and Contractor pay application as presented made by Brad Fink, seconded by Bill Soucie. All were in favor.**
5. Application for IEPA SRF Program Funding
  - a. The first disbursement check for WG BP#1 was received by the Agency. The Technical Committee directed the Agency to hold reimbursement until the split between the Villages was settled.
  - b. The Technical Committee directed CDM Smith to determine the definition of substantial completion as it pertains to the IPEA loan repayment schedule.
6. Easement Acquisition
  - a. CDM Smith presented an update for each easement acquisition ongoing.
  - b. A shortage of easement funds was presented to the Technical Committee. The Technical Committee directed the Agency to submit a request for funds in the amount of \$50,000.
7. Permitting and Other Stakeholder Coordination
  - a. CDM Smith presented the current status of open permit applications.



8. Design Status Update
  - a. CDM Smith presented the current construction cost and project milestones to the Technical Committee.
    - i) Bid Package No. 3 is the critical path for water delivery.
9. Construction Status Update
  - a. CDM Smith presented an update regarding Bid Package No. 1.
10. Additional Agenda Items
  - a. CDM Smith presented the scope and fee for Task Order WC-BP#2 Construction Management Services for Bid Package No. 2 for review by the Technical Committee. No comments were received.
11. Action Items Summarized
  - a. The Village of Wauconda will provide CDM Smith with the IEPA Schedule D Form (holdover from previous).
  - b. CDM Smith will seek clarification from the IEPA on defining substantial completion.
  - c. The Agency will submit a funds request for easement acquisitions.
  - d. The Agency will obtain clarification on the Boards need to hold a special session to accept bids and approve issuance of the Notice of Intent to Award.
12. Next Meetings
  - a. Technical Committee Meeting – Thursday, April 5, 2018 at 1:00 PM in Volo
- 11) Adjourn
  - **Motion to adjourn made by Brad Fink, seconded by Bill Soucie at 1:37 PM.**



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West Group Water System Expansion Technical Committee Monthly Meeting  
Agenda

Thursday, March 15, 2018 - 1:00 PM

**PLEASE NOTICE THAT THE MEETING LOCATION AND DATE IS REVISED FROM ITS NORMAL LOCATION  
AT 200 ROCKLAND ROAD, LAKE BLUFF, IL 60044 ON THURSDAY, MARCH 8, 2018**

#	Name	Company	Phone	Email	Initials
1	Mike May	Village of Volo	847-740-6982	<a href="mailto:mmay@villageofvolo.com">mmay@villageofvolo.com</a>	MSM
2	Brad Fink	Village of Wauconda	847-526-1106	<a href="mailto:bfink@wauconda.il.us">bfink@wauconda.il.us</a>	BF
3	Kevin Timony	Village of Wauconda		<a href="mailto:ktimony@wauconda-il.gov">ktimony@wauconda-il.gov</a>	
4	Adam Wedoff	Village of Round Lake	847-980-7795	<a href="mailto:awedoff@eroundlake.com">awedoff@eroundlake.com</a>	AW
5	Darrell Blenniss	CLCJAWA	847-582-9204	<a href="mailto:blenniss@clcjawa.com">blenniss@clcjawa.com</a>	DB
6	Bill Soucie	CLCJAWA	847-582-9215	<a href="mailto:soucie@clcjawa.com">soucie@clcjawa.com</a>	✓
7	Jeff White	CLCJAWA	847-980-8208	<a href="mailto:jwhite@clcjawa.com">jwhite@clcjawa.com</a>	JW
8	Brandon Celaya	CDM Smith	312-780-7702	<a href="mailto:celayabj@cdmsmith.com">celayabj@cdmsmith.com</a>	BC
9	Amrou Atassi	CDM Smith	312-780-7706	<a href="mailto:atassia@cdmsmith.com">atassia@cdmsmith.com</a>	AA
10	Jared Wendorf	CDM Smith	312-780-7739	<a href="mailto:wendorfjw@cdmsmith.com">wendorfjw@cdmsmith.com</a>	
11	Jonathan Meyer	Village of Volo	847-740-6982	<a href="mailto:jmeyer@villageofvolo.com">jmeyer@villageofvolo.com</a>	JM
12	Bill Rickert	RHMG Engineers	847-362-5959	<a href="mailto:wrickert@rhmg.com">wrickert@rhmg.com</a>	BR
13	Melody Canvajal	CDM Smith	847-322-8205	canvajalma@cdmsmith.com	MC
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