



Central Lake County Joint Action Water Agency
Board of Directors Meeting Minutes
August 22, 2018

A regular meeting of the Board of Directors of the Central Lake County Joint Action Water Agency was convened by Chairman Hill at 6:03 p.m., on August 22, 2018 at the Paul M. Neal Water Treatment Facility, 200 Rockland Road, Lake Bluff, Illinois. Present at the meeting were: Director Rhett Taylor, Grayslake; Director Kovarik, Gurnee; Director O’Hara, Lake Bluff; Alternate Director Harms, Lake Villa; Werfel, Lake County; Director Weppler, Libertyville; Director Marturano, Lindenhurst; Director Lentz, Mundelein; Director MacGillis, Round Lake; Director Hill, Round Lake Beach; Director Knight, Wauconda; and, Director Henley, Volo.

Absent was a representative from Round Lake Consortium.

Also present at the meeting were Executive Director Darrell W. Blenniss, Jr.; Director of Operations William J. Soucie; Project Manager Jeff White; Amrou Atassi, CDM Smith; and, Agency Attorney Stewart Diamond, Ancel Glink et al.

It was noted that in the absence of Executive Committee Chairman Mike Ellis, that Mr. Blenniss would be delivering the recommendations of the Executive Committee to the Board of Directors.

Recognition of Service

Mr. Blenniss outlined Resolution 18-14 Recognizing Phil Perna for his service on the Executive Committee of the Central Lake County Joint Action Water Agency.

Mr. Blenniss and Chairman Hill then expressed their gratitude to Mr. Perna on behalf of the Board of Directors and Agency Staff for his many years of service and contributions; and then read aloud Resolution 18-14 as follows:

WHEREAS , the Central Lake County Joint Action Water Agency (hereinafter referred to as the “Agency”) was established in 1986 and began operations in March 1992, supplying treated Lake Michigan water to the residents of Grayslake, Gurnee, Knollwood/Rondout, Lake Bluff, Libertyville, Mundelein, Round Lake, Round Lake Beach, Round Lake Heights Round Lake Park, Vernon Hills and Wildwood; and

WHEREAS , Philip Perna began his service to the Agency in 1989 as a Member of the Executive Committee. He represented both the Village of Mundelein from May 1989 through August 2000. In January 2003, he began representing the County of Lake through October 2017. In October 2017, he began serving as the Alternate Executive Committee Member for the County of Lake.



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WHEREAS , the Executive Committee is a vital component of the governing model of the Agency, providing advice and recommendations to the Board of Directors; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Central Lake County Joint Action Water Agency, does hereby commend and express their sincere gratitude to Philip Perna for his many years of exemplary and dedicated service to the Agency, the Village of Mundelein, the County of Lake, and to the residents of the Agency’s member communities; and BE IT FURTHER RESOLVED , that the Board of Directors of the Central Lake County Joint Action Water Agency joins with the employees of the Agency, and Members’ officials and staff from throughout Lake County who have benefited from the service of Philip Perna, in congratulating him on his accomplishments and extending best wishes in his retirement to him and his family in all of their future endeavors.

Mr. Blennis then noted that a plaque was presented to Mr. Perna at the August 2018 meeting of the Executive Committee. He then stated that the Executive Committee unanimously recommended that the Board of Directors approve Resolution 18-14 as presented.

A motion was then made by Director Werfel and seconded by Director Kovarik to approve Resolution 18-14 as presented. Upon roll call vote, the motion was unanimously approved.

Public Comment

None.

Omnibus Agenda Items

A motion was made by Director MacGillis and seconded by Director Kovarik to ratify the following omnibus agenda items from the Non-meeting Bulletin - July 2018:

Invoices & Charges: Consultant Services & Construction Contracts \$17,084.16:

- CDM Smith Inv #90047081 Centrifuge Replacement Project \$4,553.09
- Carollo Engineers Inv# 0167990 Ozone Replacement Project \$12,531.07

Invoices & Charges: Routine Operating Expenditures: \$7,240,800.16:

- Invoices Paid Operating & Capital Expenses \$6,942,099.51
- Payroll Prior Month Payroll \$219,459.11
- IMRF Pension Payments \$34,795.34
- Health Insurance UHC, Healthiest You, EM & VSP \$44,446.20



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North Group Expenses: \$826,369.40:

• CDM Smith NG Detailed Design Engineering	\$27,447.75
• CDM Smith NG BP#1A - Construction Services	\$1,688.25
• CDM Smith NG BP#2 - Construction Services	\$13,761.16
• CDM Smith NG BP#3 - Construction Services	\$82,152.56
• CDM Smith NG BP#4 - Construction Services	\$104,473.55
• Joel Kennedy Contracting Corp NG - BP#3 Construction	\$449,618.87
• Trine Construction Corp. NG - BP#4 Construction	\$147,227.26

West Group Expenses: \$94,222.53:

• Joel Kennedy Contracting Corp. Bid Package #1 Construction	\$30,258.00
• CDM Smith Engineering Design Services	\$24,011.23
• CDM Smith Bid Package #1 Construction Services	\$30,725.72
• CDM Smith Bid Package #4 Construction Services	\$9,227.58

West Group - Approval of Reimbursement of Expenses \$854,097.00:

• Wauconda	\$640,572.75
• Volo	\$213,524.25

Upon roll call vote, the motion was unanimously passed.

Approval of Minutes

A motion was made by Director Marturano and seconded by Director Knight to approve the June 2018 regular meeting minutes of the Board of Directors as presented. Upon voice vote, the motion was passed.

Treasurer's Reports - June & July 2018:

Executive Director Blenniss outlined the Treasurer's Reports for June and July 2018.

A motion was then made by Director Henley and seconded by Director MacGillis to approve the Treasurer's Reports for June and July 2018 as presented. Upon roll call vote, the motion was passed.



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Report and Action on Executive Committee Items

A. Recommendation on Payment of Bills:

i. Items for Pre-Approval & ii. Bill Summary Sheet – Ratification of Previously Paid Expenses

Mr. Blennis then outlined the Executive Committee’s unanimous recommendation for approval on the following items which require Pre-Approval of payment by the Board of Directors:

- CDM Smith 90044934 Centrifuge Replacement Project \$16,649.75

Mr. Blennis then outlined the following items which had been previously disbursed in the month of May and require ratification by the Board of Directors. He noted that these items were also unanimously recommended for approval by the Executive Committee:

- Invoices Paid Operating & Capital Expenses \$1,698,468.05
- Payroll Prior Month Payroll \$230,798.70
- IMRF Pension Payments \$36,574.79
- Health Insurance UHC, Healthiest You, EM & VSP \$45,974.85

A motion was then made by Director O’Hara and seconded by Director Kovarik to approve the above items for payment and ratify previously paid expenses as outlined. Upon roll call vote, the motion was unanimously passed.

Mr. Vogel of Grayslake entered the meeting at 6:12 p.m.

B. Recommendation on Resolution 18-15 - Emergency Interconnection Agreement - Round Lake & Lake County Public Works:

Mr. Blennis outlined Resolution 18-15 which grants the Agency’s consent regarding an emergency interconnection agreement between the Village of Round Lake and Lake County Public Works.

Mr. Blennis explained that typically an agreement like this between two members would not require Agency approval, but that in this case, the Lake County Public Works service area covered under this agreement is not one of the approved service areas for Agency water service. He then outlined the Agreement for the Board of Directors.



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Mr. Blenniss then noted that the Executive Committee unanimously recommended that the Board of Directors approve resolution 18-15 as presented.

A motion was then made by Director Werfel and seconded by Director Henley to approve Resolution 18-15 as presented. Upon roll call vote, the motion was unanimously passed.

C. Recommendation on Intergovernmental Agreement - Round Lake - Secondary Delivery Point

Mr. Blenniss outlined an Intergovernmental Agreement with the Village of Round Lake for the construction of a second delivery structure for use in their system. He explained that the structure was included with the work of the West Group expansion.

Mr. Blenniss then explained that by utilizing this approach, Round Lake will likely be saving money, as doing this project on their own would be more expensive. He stated that in addition, this second delivery point is located on a new trunk line, and, therefore, provides a higher level of redundancy and reliability for Round Lake.

Mr. Blenniss noted that under the terms of the Agency's governing documents, all costs of secondary points of delivery are the responsibility of the benefiting Member.

Mr. Blenniss stated that the Executive Committee unanimously recommended that the Board of Directors approve the Intergovernmental Agreement with the Village of Round Lake as presented.

A motion was then made by Director Henley and seconded by Director O'Hara to approve the Intergovernmental Agreement with the Village of Round Lake as presented. Upon roll call vote, the motion was approved. It is noted that Director MacGillis abstained from voting on this item.

D. Recommendation on Surge Tank Coating - Bid Approval

Mr. Blenniss outlined the recommendation from CDM Smith on acceptance of the lowest responsible bid for the Surge Tank Coating Replacement Project budgeted this year as follows:

- Jetco, LTD \$34,960
- Teacorp Inc. \$48,800
- Era Vaildivia Contractors, Inc. \$57,400

Mr. Blenniss then noted that the Agency has used Jetco, LTD for similar work in the past and that Agency Staff felt that their performance was satisfactory; and, that the Executive Committee unanimously recommended that the Board of Directors award the bid for Surge Tank Coating Replacement to Jetco, LTD in the amount of \$34,960.



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A motion was then made by Director Wepler and seconded by Director Marturano to award the bid for Surge Tank Coating Replacement to Jetco, LTD in the amount of \$34,960. Upon roll call vote, the motion was unanimously passed.

E. Recommendation on Pump Parts Refurbishment - Proposal Approval

Mr. Blenniss explained to the Board of Directors that included in the FYE 2019 Budget were funds to create a spare bowl assembly utilizing from spare parts from the previous bowl assembly units that were replaced.

Mr. Blenniss then outlined a proposal from HydroAire to perform this work in the amount of \$43,685. He noted that since the proposed amount is over \$30,000, the Board of Directors will need to waive the competitive bidding requirement in order to accept the proposal.

It was then noted by Mr. Blenniss that in order to get multiple proposals or bids, the items would need to be shipped, approximately 2 tons in weight, for the firms to do their evaluation. He noted that Staff believes that the proposal from HydroAire is reasonable and that they have performed satisfactory work for the Agency in the past.

Mr. Blenniss then noted that the Executive Committee unanimously recommended that the Board of Directors waive the competitive bid requirement and accept the proposal from HydroAire in the amount of \$43,685.

A motion was then made by Director Wepler and seconded by Director Marturano to waive the competitive bid requirement and accept the proposal from HydroAire in the amount of \$43,685. Upon roll call vote, the motion was unanimously passed.

F. Recommendation on Variable Frequency Drives Controls Replacement - Proposal Approval

Mr. Blenniss explained to the Executive Committee that the microprocessor control units on the VFDs at the treatment plant need to be replaced. He noted that Siemens bought out Robicon and is the sole source provider of the necessary equipment.

Mr. Blenniss then noted that due to the amount of the proposal, the Board of Directors will need to waive the competitive bidding requirement and declare Siemens the sole source provider of the equipment.

Mr. Blenniss then stated that funds were included in the FYE 2019 Budget for this work. Siemens provided a proposal for the equipment at a cost of \$86,535; and, that the Executive Committee unanimously recommended that the Board of Directors waive the competitive bidding requirement and declare



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Siemens the sole source provider of the equipment; and, to accept their proposal in the amount of \$86,535.

A motion was then made by Director Kovarik and seconded by Director Marturano to waive the competitive bidding requirement and declare Siemens the sole source provider of the equipment; and, to accept their proposal in the amount of \$86,535. Upon roll call vote, the motion was unanimously passed.

Report & Action on North Group Membership Expansion Technical Committee Items:

Mr. Atassi updated the Board of Directors on the status of the North Group Membership Expansion Project.

Approval of North Group Expenses:

Mr. Blenniss outlined the August 2018 recommendation of the North Group Technical Committee to authorize payments totaling \$620,286.83 as outlined below:

• CDM Smith	NG - Detailed Design Engineering	\$2,720.52
• CDM Smith	NG - Easement Services	\$4,418.33
• CDM Smith	NG - BP#1A - Construction Services	\$749.42
• CDM Smith	NG - BP#2 - Construction Services	\$7,653.24
• CDM Smith	NG - BP#3 - Construction Services	\$63,887.12
• CDM Smith	NG - BP#4 - Construction Services	\$49,577.57
• Trine Construction Corp.	NG - BP#4 - Construction	\$491,280.63

Mr. Blenniss stated that the North Group Technical Committee recommended authorizing payments as outlined above.

A motion was then made by Director Kovarik and seconded by Director Wepler to authorize payments as outlined above. Upon roll call vote the motion was unanimously passed.



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Resolution 18-16 Change Order #1 for Bid Package #3

Mr. Blenniss outlined Resolution 18-16, a change order to the North Group Expansion Project - Bid Package #3. He noted that this Change Order will reduce the contract price by \$154,079.13.

Mr. Blenniss stated that the reduction in cost is due to reductions in quantities and values related to changes in construction methods and other miscellaneous items.

A motion was then made by Director MacGillis and seconded by Director Weppler to approve Resolution 18-16 as presented. Upon roll call vote, the motion was unanimously passed.

Resolution 18-17 Change Order #5 for Bid Package #4

Mr. Blenniss outlined Resolution 18-17, authorizing a change order to the North Group Expansion Project - Bid Package #4 that extends the completion date by 21 days. He noted that the new completion date would now be September 18, 2018.

A motion was then made by Director Kovarik and seconded by Director Marturano to approve Resolution 18-17 as presented. Upon roll call vote, the motion was unanimously passed.

Report & Action on West Group Membership Expansion Technical Committee Items:

Mr. Atassi updated the Board of Directors on the status of the West Group Membership Expansion Project.

Approval of West Group Expenses:

Mr. Blenniss outlined the August 2018 recommendation of the West Group Technical Committee to authorize payments as outlined below:

- CDM WG PER Phase Services \$9,051.12
- CDM WG Detail Design Services \$7,984.56
- CDM WG - BP#1 Construction Services \$52,117.35
- CDM WG - BP#4 Construction Services \$6,266.92
- CDM WG - BP#4 Construction Services \$11,598.00



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- JKCC WG - BP#1 Construction \$723,939.13

Mr. Blenniss then indicated that the West Group Technical Committee recommended authorizing payments as outlined above.

A motion was then made by Director Werfel and seconded by Director Henley to authorize payments as to CDM Smith and JKCC as outlined above. Upon roll call vote the motion was unanimously passed.

Old Business

None.

New Business

GovTemps Contract Renewal:

Mt. Blenniss explained that the Agency supplements its workforce utilizing contracted labor and that this approach keeps employee headcount reduced and provides easier access to skills and trades that are highly specialized.

He noted that Agency Staff has requested an extension of the current employee lease agreement with GovTempsUSA, LLC for access to their employees which match the skills and experience often needed for high-level maintenance operations at Agency facilities. He stated this is a similar approach to what has been done with GIS Services and Transmission Main Repairs. Mr. Blenniss added that this rate is guaranteed for the next year for this job classification.

Mr. Blenniss then stated that the Agency has budgeted monies for contract services in all of its departments and those funds would be used for these expenses.

Mr. Blenniss noted that the GovTempsUSA, LLC Standard Employee Lease Agreement had been distributed for the Board of Directors' review; and, that Staff recommends increasing the hourly rate to \$42.34, a 2.5% increase for the leased employee arrangement with GovTempsUSA, LLC.

Several members of the Board of Directors noted that they would like to discuss other options for this item during the FYE 2020 Budgeting process.

A motion was then made by Director Marturano and seconded by Director MacGillis to approve increasing the hourly rate to \$42.34, a 2.5% increase for the leased employee arrangement with GovTempsUSA, LLC. Upon roll call vote, the motion was unanimously passed.



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Watermain Repair Services Invoice Approval:

Mr. Blenniss explained that certain expenditures require the Board of Directors pre-approval prior to payment of outstanding invoices; and, that the Board of Directors previously approved hourly rates for these repair services as these are bid out annually. He noted that this work is performed on a time and material basis and that the hourly rates are locked in annually.

Mr. Blenniss then outlined the Purchase Order which combines several invoices from Campanella & Sons, Inc. in the combined amount of \$63,703.38.

A motion was then made by Director Kovarik and seconded by Director O'Hara to approve payment to Campanella in the amount of \$63,703.38. Upon roll call vote, the motion was unanimously approved.

Report of the Chair

None.

Report of the Executive Director

Mr. Blenniss gave an update on water sales to the Board of Directors

Mr. Blenniss noted that the Quarterly Operations and Maintenance Report were provided for the Board of Directors' review.

Mr. Blenniss indicated that the Agency has been approached by a large healthcare manufacturer in Lake County requesting a direct connection to Agency water service. The Board of Directors discussed this item and there was a consensus to not sell water directly to individual businesses at this time.

Executive Session & Action on Executive Session Items:

None.



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Adjournment

There being no further business before the Board of Directors, a motion to adjourn the meeting was made by Director MacGillis and seconded by Director Kovarik; and, upon voice vote, the motion was unanimously approved. The meeting was adjourned by at 6:45 p.m.

Respectfully submitted,

Tracy Hall, Deputy Secretary