



Central Lake County Joint Action Water Agency
Board of Directors Meeting Minutes
December 12, 2018

A regular meeting of the Board of Directors of the Central Lake County Joint Action Water Agency was convened by Vice-Chair Kovarik at 6:00 p.m., on December 12, 2018, at the Paul M. Neal Water Treatment Facility, 200 Rockland Road, Lake Bluff, Illinois. Present at the meeting were: Alternate Director Shawn Vogel, Director Krysti Kovarik, Gurnee; Director Kathleen O’Hara, Lake Bluff; Director Jim McDonald, Lake Villa; Director Weppler, Libertyville; Director Dominic Marturano, Lindenhurst; Director Steve Lentz, Mundelein; Alternate Director Russ Kraly, Round Lake; Director Marva Meeks, Round Lake Consortium; Director Lincoln Knight, Wauconda; and, Director Steve Henley, Volo.

Also present at the meeting were Executive Director Darrell W. Blenniss, Jr.; Project Manager Jeff White; Director of Operations Bill Soucie; Deputy Secretary Tracy Hall; Brent Jones of West’s Insurance; and, Agency Attorney Stewart Diamond, Ancel Glink et al.

It was noted that in the absence of Chair Richard Hill, Vice-Chair Krysti Kovarik would be chairing the meeting.

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

Public Comment

None.

Omnibus Agenda Items – Non-Meeting Month Bulletin – November 2018

A motion was made by Alternate Director Vogel and seconded by Director McDonald to ratify the following omnibus agenda items from the Non-meeting Bulletin - November 2018:

- Invoice & Charges: Pre-Approval: \$54,827.24
- Invoices & Charges: Routine Operating Expenditures: \$3,805,773.41
- North Group Expenses: \$1,490,927.49
- West Group Expenses: \$381,095.15

Upon roll call vote, the motion was unanimously passed.

Approval of Minutes

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



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Treasurer’s Reports - October & November 2018:

Executive Director Blenniss outlined the Treasurer’s Reports for October and November 2018.

A motion was then made by Director O’Hara and seconded by Alternate Director Kraly to approve the Treasurer’s Reports for October and November 2018 as presented. Upon roll call vote, the motion was passed.

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. Blenniss 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	90059477	Centrifuge Replacement Project	\$6,213.79
● Carollo Engineers	0171257	Comprehensive Plan Phase II	\$9,461.22
● Carollo Engineers	0172066	Comprehensive Plan Phase II - Calibration	\$16,173.86

Mr. Blenniss then outlined the following items which had been previously disbursed in the month of September 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	\$2,348,298.60
● Payroll	Prior Month Payroll	\$220,375.08
● IMRF	Pension Payments	\$34,963.00
● Health Insurance	UHC, Healthiest You, EM & VS	\$48,205.89



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

B. Recommendation on Calendar Year 2019 Workers Compensation Insurance Renewal:

Mr. Blenniss introduced Mr. Jones of West Insurance. Mr. Jones provided an overview of the renewal 2019 Workers Compensation Insurance Renewal for the Board of Directors. He summarized the proposal that West's Insurance received from IPRF, noting that the proposed premium for CY 2019 is \$48,785 which represents a reduction of 6.9%. He stated that again, the Agency is eligible for a safety grant in the amount of \$6,313. Mr. Jones then noted that West's Insurance is recommending that the Agency remain with IPRF and accept the proposal from IPRF as presented.

Mr. Blenniss then stated that the Executive Committee unanimously recommended that the Board of Directors accept the proposal for renewal of the Agency's Worker's Compensation Insurance with IPRF for Calendar Year 2019 in the amount of \$48,785.

A motion was then made by Director Marturano and seconded by Director Knight to accept the proposal for renewal of the Agency's Worker's Compensation Insurance with IPRF for Calendar Year 2019 in the amount of \$48,785 as presented. Upon roll call vote, the motion was unanimously passed.

C. Recommendation Lake Bluff Watermain Relocation - Design/Permitting/Bidding Services Proposal:

Mr. Blenniss explained that IDOT has scheduled some roadway/drainage improvements along Route 176/Rockland Road near the Agency's Water Treatment Plant. He noted that as a result of these improvements, the Lake Bluff feeder watermain needs to be relocated.

Mr. Blenniss then noted that a proposal from RHMG Engineers, Inc. for the design, permit, and bidding services of the proposed improvements had been distributed for the Board of Directors' review. He then outlined some constraints for the project, noting that this is an extremely congested site with respect to existing utilities, the existence of wetlands in close proximity to the project site, and, the need to obtain permits/regulatory approvals from five separate agencies.

Mr. Blenniss then stated that this is a non-budgeted item and will come out of the Agency's general engineering line item in the Operations and Maintenance Sub-fund and that the bid letting for the IDOT project is expected in December 2019.



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Mr. Blenniss stated that the Executive Committee unanimously recommended that the Board of Directors approve the proposal from RHMG Engineers, Inc. in the amount of \$34,225.

A motion was then made by Director Henley and seconded by Director Kraly to approve the proposal from RHMG Engineers, Inc. in the amount of \$34,225 as presented. Upon roll call vote, the motion was unanimously passed.

D. Recommendation on Booster Pump #2 Rebuild - Proposal:

Mr. Blenniss outlined a proposal Agency Staff received from HydroAire to rebuild Booster Pump #2. He noted that this pump is located at the Booster Pumping Station in Libertyville; and, that this was a planned repair for the wintertime of this fiscal year, prior to initiating service to the West Group. Mr. Blenniss explained that due to the large size of this equipment, shipping the item out for inspection and analysis would be costly in order to get multiple proposals.

Mr. Blenniss stated that the Executive Committee unanimously recommend that the Board of Directors accept the proposal from HydroAire Service in the amount of \$57,479 to rebuild Booster Pump #2.

A motion was then made by Director Weppler and seconded by Director Lentz to waive the competitive bid process and accept the proposal from HydroAire Service in the amount of \$57,479 to rebuild Booster Pump #2. Upon roll call vote, the motion was unanimously passed.

E. Recommendation on IT & Data Back-up & Recovery Services - Proposal:

Mr. Blenniss explained to the Board of Directors that the Agency's IT service vendor is no longer meeting Staff's needs and that the contract has now expired. He noted that Agency Staff has been operating on a monthly basis with the current vendor, InterDev, while they assessed other options and deficiencies.

Mr. Blenniss stated that after significant analysis, Staff believes it is best to utilize a new IT services provider, noting that the vendor Agency Staff is recommending is Platinum Systems which is located in Lake Forest, Illinois. He outlined their fees for the Board of Directors and stated that their proposals had been provided for their review.

Mr. Blenniss then stated that the Executive Committee unanimously recommended that the Board of Directors accept the proposals from Platinum Systems for managed IT services as presented.



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A motion was then made by Director Marturano and seconded by Director Knight to accept the proposals from Platinum Systems for managed IT services as presented. Upon roll call vote, the motion was unanimously passed.

F. Recommendation on 2019 Meeting Schedule & Agenda Calendar:

Mr. Blenness outlined the Calendar Year 2019 Meeting Schedule & Agenda Calendar for the Board of Directors.

Mr. Blenness noted that the Executive Committee unanimously recommended that the Board of Directors adopt the 2019 Agenda Calendar and Meeting Schedule as presented.

A motion was then made by Director Meeks and seconded by Director Lentz to adopt the 2019 Agenda Calendar and Meeting Schedule as presented. Upon voice vote, the motion was unanimously passed.

G. Regulatory Update:

Mr. Soucie gave an update to the Board of Directors on new regulations going into effect in Calendar Year 2019 in regards to Disinfectant Chlorine Residual levels, Lead Updates, the Cross Connection Control Program, and Drinking Water Infrastructure Bill S. 3021. Director Kovarik and Director O'Hara requested that an informational sheet be compiled by Agency Staff and be distributed to the Member Communities' staffs to assist in answering any questions from their constituents.

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

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

Approval of North Group Expenses:

Mr. Blenness outlined the December 2018 recommendation of the North Group Technical Committee to authorize payments totaling \$907,272.72 as outlined below:

- | | | |
|-------------|-----------------------------------|------------|
| ● CDM Smith | NG - Detail Design | \$2,085.93 |
| ● CDM Smith | NG - Easement Services | \$2,094.01 |
| ● CDM Smith | NG - BP1A - Construction Services | \$1,435.92 |
| ● CDM Smith | NG - BP2 - Construction Services | \$6,335.03 |



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Table with 3 columns: Vendor Name, Service Category, and Amount. Includes entries for CDM Smith, Joel Kennedy Construction, and Trine Construction.

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

A motion was then made by Alternate Director Vogel and seconded by Director O’Hara to authorize payments as outlined above. Upon roll call vote the motion was unanimously passed.

Resolution 18-19 Change Order #3 for Bid Package #3 & Resolution 18-20 Change Order #6 for Bid Package #4:

Mr. Blenniss outlined two change orders that need Board of Director’s approval as shown below:

Table with 5 columns: Vendor Name, CO#, Bid Amount, Original Amount, and Vendor Name. Includes entries for Joel Kennedy Contracting Corp and Trine Construction.

Mr. Blenniss stated that supporting documentation from CDM Smith for these Change Orders had been distributed for the Board of Directors’ review. He noted that these change orders adjust for actual installed quantities versus bid quantities.

A motion was then made by Director Marturnao and seconded by Director Lentz to approve both Resolution 18-19 Change Order #3 for Bid Package #3 & Resolution 18-20 Change Order #6 for Bid Package #4 as presented. Upon roll call vote, the motion was unanimously passed.

Bid Package #4 Construction Services Amendment No. 1 to Master Services Agreement - CDM Smith:

Mr. Blenniss explained that additional construction phase services are required due to an increase in the actual construction work days versus the anticipated construction work days. He noted that these additional resources will allow for full project closeout and completion of record drawings; and, that the total value of the task order amendment is \$30,564 and that the expenses are IEPA loan eligible.



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A motion was then made by Director Meeks and seconded by Director Wepler to approve the Task Order Amendment for additional construction phase services for Bid Package #4 in the amount of \$30,564 as presented. Upon roll call vote, the motion was unanimously passed.

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

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

Approval of West Group Expenses:

Mr. Blenniss outlined the December 2018 recommendation of the West Group Technical Committee to authorize payments totaling \$883,346.82 as outlined below:

● CDM Smith	WG BP#1 - Construction Services	\$7,995.68
● CDM Smith	WG BP#2 - Construction Services	\$33,061.79
● CDM Smith	WG BP#3 - Construction Services	\$4,670.55
● CDM Smith	WG BP#4 - Construction Services	\$32,855.64
● CDM Smith	WG BP#5 - Construction Services	\$43,247.10
● Joel Kennedy Contracting	WG BP#1 - Payment App #11	\$49,938.68
● Campanella & Sons, Inc.	WG BP#2 - Construction	\$277,169.40
● Berger Excavating Contractors, Inc.	WG BP#4 - Construction	\$434,407.98

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

A motion was then made by Director O'Hara and seconded by Director Kraly to authorize payments to as outlined above. Upon roll call vote the motion was unanimously passed.



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Change Order #2 - Bid Package #1 - West Group Expansion - Resolution No - 18-21 & Change Order #1 - Bid Package #4 - West Group Expansion - Resolution No - 18-22:

Mr. Blenniss outlined two change orders for the West Group Expansion Project as listed below:

- WGBP#1 CO#2 \$42,663.68 \$5,196,826.93 Joel Kennedy Contracting Corp
- WGBP#4 CO#1 \$36,401.67 \$2,229,457.00 Berger Excavating

Mr. Blenniss stated that WGBP#1 is a balancing change order to resolve installed quantities versus bid quantities. He then stated that WGBP#4 is due to a request from Volo for a realignment to avoid destruction of a landscaped median in Fish Lake Road which resulted in additional tree removal; and, that in addition, this new alignment put the watermain too close to a ComEd utility pole which required relocation, additional curb replacement, and backfill for a roadway. Mr. Blenniss then noted that documentation from CDM Smith for these Change Orders had been distributed for the Board of Directors' review.

A motion was then made by Director Henley and seconded by Director Knight to approve Change Order #2 - Bid Package #1 - West Group Expansion - Resolution No - 18-21 & Change Order #1 - Bid Package #4 - West Group Expansion - Resolution No - 18-22 as presented. Upon roll call vote, the motion was unanimously passed.

Old Business

Village of Volo Connection Fee Agreement & Village of Wauconda Connection Fee Agreement:

Mr. Blenniss outlined both the Volo and Wauconda Connection Fee Schedules for the Board of Directors. He stated that both Volo and Wauconda have approved the necessary agreements to formalize the repayment schedules at their recent meetings. He noted that the final step in the process is for the Agency's Board of Directors to approve the Connection Fee Agreements. Mr. Blenniss then noted that the documents were distributed for the Board of Directors' review.

A motion was made by Director McDonald and seconded by Director Lentz to approve the Volo Connection Fee Agreement as presented. Upon roll call vote, the motion was unanimously passed.

A motion was then made by Alternate Director Kraly and seconded by Director Weppeler to approve the Wauconda Connection Fee Agreement as presented. Upon roll call vote, the motion was unanimously passed.



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New Business

Libertyville Easement:

Mr. Blenniss outlined an easement that would permit the Village of Libertyville to install a sidewalk across the Agency's Sunnyside property. He noted that this sidewalk would connect the internal subdivision sidewalk to the regional bike path along Route 176. Mr. Blenniss then explained that the easement was placed along the edge of the property so as not to interfere with the Agency's future Booster Pumping Station planned at this location. He noted that the Village of Libertyville has taken action at a recent Board Meeting to approve the easement document.

A motion was then made by Director Henley and seconded by Director O'Hara to grant the easement to the Village of Libertyville for a sidewalk. 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 stated that a letter from one of the residents of Mundelein thanking Melissa Olenick, Laboratory Supervisor and Mundelein Staff for assistance with a water quality issue had been distributed to the Board of Directors

Mr. Blenniss gave an update to the Board of Directors on the status of the proposed new Agency logo.

Executive Session & Action on Executive Session Items:

5 ILCS 120/2(c)(14) Review of Closed Session Minutes - Resolution No 18-23: A Resolution Regarding the Release/Retention of Executive Session Minutes:

There was a consensus amongst the Board of Directors that it was not necessary to convene an Executive Session to discuss this item.

Mr. Blenniss briefly outlined Resolution 18-23 for the Board of Directors. After a brief discussion there was a consensus amongst the Board of Directors directing Agency Staff to research possible guidelines on how long to retain certain closed session minutes. A motion then was made to approve Resolution



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18-23 as presented by Alternate Director Vogel and seconded by Director Henley. Upon roll call vote, the motion was unanimously approved.

Adjournment

There being no further business before the Board of Directors, a motion to adjourn the meeting was made by Director Meeks and seconded by Director Marturano; 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