

West Chicago/Winfield Wastewater Authority
Board of Directors
Special Meeting Minutes
Tuesday, December 10, 2018
10:00 a.m. – West Chicago City Hall

- I. Call to Order – The meeting was called to order at 10:00 a.m.
- II. Roll Call – In attendance were City Administrator Michael Guttman, Public Works Director Rob Flatter, Assistant Public Works Director Tim Wilcox, Village Manager Curt Barrett and Finance Director Lynn McCammon. Authority Attorney Gregory Smith was also in attendance.
- III. Public Comments – there were no public comments
- IV. Board of Director Comments – there were no Board of Director comments.
- V. New Business
 - A. Consideration and Approval of Regular Board of Directors Meeting Minutes from Tuesday, November 13, 2018
 - B. Removal From the Table, Consideration and Approval of a RESOLUTION OF THE WEST CHICAGO/WINFIELD WASTEWATER AUTHORITY APPROVING A LEASE (CITY OF WEST CHICAGO – DATA COLLECTOR POLE, WARNING SIREN POLE AND APPURTENANCES) [5 ILCS 220/3.4(d)(3) and 5 ILCS 220/4]
 - C. Consideration and Approval of a RESOLUTION APPROVING A FIXED ASSET POLICY AND RELATED PROCEDURES FOR THE WEST CHICAGO/WINFIELD WASTEWATER AUTHORITY [5 ILCS 220/3.4(b)]
 - D. Consideration and Approval of a RESOLUTION APPROVING A REVENUE AND CASH MANAGEMENT POLICY FOR THE WEST CHICAGO/WINFIELD WASTEWATER AUTHORITY [5 ILCS 220/3.4(b)]
 - E. Consideration and Approval of a RESOLUTION APPROVING A PURCHASING AUTHORITY POLICY AND RELATED PROCEDURES FOR THE WEST CHICAGO/WINFIELD WASTEWATER AUTHORITY [5 ILCS 220/3.4(b)]

A motion was made by Curt Barrett to approve items A-E; Rob Flatter seconded the motion. A roll call vote found all five members present voting yes.

- F. Public Hearing Regarding the Proposed Budget and Appropriations for the West Chicago/Winfield Wastewater Authority (Fiscal Year 2019 – January 1, 2019 through December 31, 2019) [5 ILCS 220/3.4(b) and 50 ILCS 330/3]

A motion was made by Lynn McCammon to open the public hearing; Curt Barrett seconded the motion. A voice vote found all five members present voting yes. The public hearing was transcribed by a court reporter.

The 2019 proposed Budget and Appropriations of the Authority were summarized by the Presiding Officer. There were no public or Board of Directors' comments.

A motion was made by Rob Flatter to close and adjourn the public hearing. Curt Barrett seconded the motion. A voice vote found all five members present voting yes.

- G. Consideration and Approval of an ORDINANCE APPROVING THE BUDGET AND APPROPRIATIONS FOR THE WEST CHICAGO/WINFIELD WASTEWATER AUTHORITY (FISCAL YEAR 2019 – JANUARY 1, 2019 THROUGH DECEMBER 31, 2019) [5 ILCS 220/3.4(b), 50 ILCS 330/3 and IGA Sections 3.5.E. and 4.2 – four (4) votes required per IGA Section 3.4(ii)]

A motion was made by Curt Barrett to approve the 2019 Budget; Lynn McCammon seconded the motion. A roll call vote found all five members present voting yes.

- H. Consideration and Approval of a RESOLUTION APPROVING AN INVESTMENT POLICY FOR THE WEST CHICAGO/WINFIELD WASTEWATER AUTHORITY [5 ILCS 220/3.4(b), 30 ILCS 235/2.5(a) and IGA Section 3.5.J.]

This item was discussed and not approved by the Board.

- I. Consideration and Approval of Direction Regarding Investment of Initial Reserve Funds of the West Chicago/Winfield Wastewater Authority Pending Approval of the Investment Policy

A motion was made by Lynn McCammon to direct the Fiscal Agent to invest all initial funds for operating expenses with MB Financial and to invest all initial funds for capital funds in either IMET or Illinois Funds; Rob Flatter seconded the motion. A roll call vote found all five members present voting yes.

- VI. Old Business – Greg Smith updated the Board on the closing effective January 1, 2019. Michael Guttman informed the members that West Chicago will invoice Winfield directly

for its portion of the 2018 Audit, and any other 2018 expenses invoiced to West Chicago after the last City Council meeting in December. An update was also provided on the status of the NPDES Permit transfer.

- VII. Presiding Officer's Report – none
- VIII. Executive Session - none
- IX. Adjournment – Rob Flatter motioned to adjourn the meeting at 10:13 p.m.; the motion was seconded by Lynn McCammon. A voice vote found all four members present voting aye.