



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday, February 19, 2020 – 12:00 PM**

The February meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, February 19, 2020. In attendance were Trustees Dennis J. Collins, Carol B. Zar, Attorney Keith Foster, District Manager Mark Eddington P.E., District Engineer/Assistant Manager Mike Holland, Staff Engineer Joe Kostecki, Assistant Operations Manager Jason Robbins, Administrative Assistant Tracy Zenkner and Derek Wold, P.E. of Baxter & Woodman. Trustee Tim Struthers attended the meeting via teleconference call.

1. Call to Order

President Collins called the meeting to order at 12:32 p.m.

2. Approval of the February Agenda

President Collins moved approval of the January agenda. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

3. Approval of January Meeting Minutes

Trustee Struthers moved approval of the December Meeting Minutes. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

4. Approval to pay bills as presented

President Collins moved approval of payment of bills as presented. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

5. Public Input and Communications

Mark Eddington introduced Bill Nicklas, City Manager of City of DeKalb; Ben Meier, Wastewater Operator; Nick Newman, Management Analyst; Paul Borek, Executive Director of DeKalb County Economic Development Corporation; two representatives from Soo Green (Neil and Greg).

6. Treasurer's Report

Steve Parker gave the Treasurer's Report and discussed investments.

7. District Dashboards

Mark Eddington discussed the District's Dashboard and stated that the revenue is as projected and environmental compliance is good.

Jason Robbins reviewed the Hauled Waste Dashboard stating all the numbers are steady.

8. Operator's Report

Jason Robbins stated Bingham Farms completed the annual Biosolids Removal Program for 2019. They applied 4,543 cubic yards to 270 acres. The cost is \$61,330.50 which included the CPI adjustment of 2.2% for \$13.50 per yard. The budgeted number was \$45,000.

Jason reported one 200 HP raw pump and one 160 HP pump from Lions Park Lift station were recently sent in for rebuilds. The cost of \$75,000 was budgeted for repairs. Centrifuge No. 1 was sent to Centrisys for repair services. The total cost is \$15,565 which includes a \$1,338.00 discount as we have a yearly maintenance plan with Centrisys.

Also, on February 11, 2020, was the first IEPA inspection since 2015. Overall, the inspection went well and the report should be received by the end of April.

9. Auditor Request for Proposals

Mark Eddington reviewed the RFP results. After interviewing several companies and reviewing the proposals, the decision was made to move forward with offering a three year contract to Lauterbach & Amen, LLP. Mark requested authorization from the Board to proceed with the three year contract for auditing services with Lauterbach & Amen LLP. President Collins moved approval to proceed with the three year contract with Lauterbach & Amen LLP. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. Absent: None. President Collins declared the motion passed.

10. FY 20/21 Draft Budget

Mark Eddington reviewed the draft budget and financial model for upcoming years. This will be reviewed in more detail next month.

11. Discussion of 2020 User Rate Adjustment

Mark Eddington led the discussion of the proposed 2020 User Rate Adjustment, reviewing different models and the long-term effects. Mark proposed an average 1.75% rate increase. The trustees asked for additional information regarding how the proposed rate adjustment compares to this past year's Consumer Price Index. New information will be presented at the March board meeting.

12. Soo Green Project – Request for Easement @ Bisolids Storage Property (South 52)

Mark Eddington introduced two representatives from Soo Green. Neil and Greg Smith reviewed the request for an easement along the District's property adjacent to the tollway to allow for large underground electrical transmission cables and responded to questions from the Board.

13. Catastrophic Water Loss Relief Requests

Trustee Zar moved to approve the following Catastrophic Loss requests:

Jim Hammac, 230 W Royal Drive, \$296.70, running toilet

President Collins seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar.

Nay: None. President Collins declared the motion passed.

14. Enterprise Zone Amendment

Mark Eddington introduced Paul Borek of DCEDC who reviewed the Enterprise Zone Amendment for Project Ventus. President Collins moved to approve the Enterprise Zone Amendment. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

15. Annexations/Pre-Annexations

None.

16. Plan Review

Mark Eddington discussed project scheduling and costs for the sewer improvements necessary to serve the ChicagoWest Development. Mark requested Keith Foster to draft an agreement for Jerry Krusinski regarding compensation for engineering fees associated with the design of the proposed Harvestore Drive Sewer Extension.

17. Engineer's Report

a) Malta and Kishwaukee College Sewer Extension

Mark Eddington is scheduled to travel to Springfield with Malta Village President Bob Iverson and Kishwaukee College Board President Bob Johnson. They will be accompanying the District's lobbyist to meetings with elected officials and the governor's budget staff to discuss potential funding opportunities for the project.

b) 2019 Spot Repair Project

Mike Holland stated that punchlist items have been completed and final payment is recommended. President Collins moved approval of final payment of \$15,696. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

c) Lions Park & Annie Glidden Force Main Inspections

Mike Holland stated that the forcemains from Lions Park and Annie Glidden Lift Stations are both 40+ years old. Although there has not been a history of main breaks, understanding that a failure could be catastrophic, Staff feels that an assessment of the condition of these forcemains should be made to identify any possible areas of concern. Staff has contacted RJN Group, who is experienced in doing this work, to perform a preliminary assessment of routing, access and operations, which would then allow for alternative analysis and recommendations for next steps. It is Staff's recommendation to proceed with this preliminary assessment for the contract amount of \$9,900.

President Collins moved approval to authorize execution of the Engineering Agreement with RJN Group for \$9,900. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote.

Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

d) Northern DeKalb County Sewer Extension – DCCF Grant Application

Mark Eddington requested authorization to proceed with the DeKalb County Community Foundation (DCCF) Community Needs Grant application. President Collins voiced encouragement towards the Northern DeKalb County Sewer Study and moved to authorize Mark Eddington to proceed with the DCCF Grant application process. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

18. Projects

a) Phase 1B Biological Improvements

Mike Holland stated phosphorus removal processes have been brought online and representatives from CHP manufacturer, Nissen, will be on site during the first week of March for final startup of the CHP generator.

Disbursement Request No. 30 in the amount of \$431,520.98 for WBCI Payment No. 29 and B&W engineering, has been submitted and is awaiting receipt from the IEPA. WBCI Payment Request No. 29 for \$411,228.48 has been reviewed and is recommended for payment pending disbursement receipt. Trustee Zar moved approval of Payment Request No. 29 pending disbursement receipt from the IEPA in the amount of \$411,228.48. President Collins seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

19. New Business

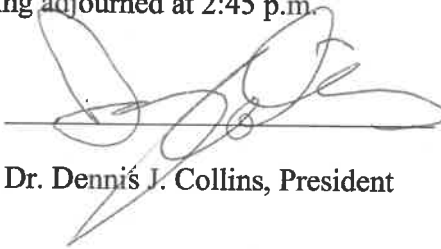
Mike Holland stated that Staff has been working with the DeKalb Park District on an initiative to convert additional grass areas to native plantings and will be discussing with the City of DeKalb and DeKalb School District. The idea would be to work with other public entities to take advantage of economies of scale for seed purchasing and combine resources for grass herbicide application, seed installation, and maintenance of the areas.

20. Executive Session


No Executive Session.

21. Adjournment

President Collins moved to adjourn the meeting at 2:49 p.m. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed. Meeting adjourned at 2:45 p.m.



Dr. Dennis J. Collins, President



Ms. Carol B. Zar, Clerk

CERTIFICATION

I, Carol B. Zar, the clerk of the Kishwaukee Water Reclamation District of the County of DeKalb, State of Illinois, do hereby certify that I am keeper of its books and records and that the foregoing is a true and correct copy of the minutes duly adopted by its Board of Trustees, Kishwaukee Water Reclamation District, at a meeting duly convened this 16th day of MARCH, 2020.

SEAL



Carol B. Zar
Carol B. Zar, CLERK

