



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Monday, March 16 2020 – 5:00 PM**

The March meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 5:00 pm on Monday, March 16, 2020. In attendance were Trustees Dennis J. Collins, Tim Struthers, District Manager Mark Eddington P.E. and District Engineer/Assistant Manager Mike Holland. Attending via teleconferencing Trustee Carol B. Zar, Operations Manager Steve Olsen, Attorney Keith Foster, Treasurer Steve Parker, Assistant Operations Manager Jason Robbins, Administrative Assistant Tracy Zenkner and Derek Wold, P.E. of Baxter & Woodman.

1. Call to Order

President Collins called the meeting to order at 5:23 p.m.

2. Approval of the March Agenda

President Collins moved approval of the March agenda. 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.

3. Approval of February Meeting Minutes

Trustee Zar moved approval of the February Meeting Minutes. 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.

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.

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 effluent quality has improved measurably since commissioning the new facility.

Mike Holland reviewed the Hauled Waste Dashboard stating it was a good month but that there will be reduced hauled waste in proceeding months due to changes made in response to the COVID 19 outbreak.

8. Operator's Report

None.

9. COVID-19 Planning

Mark Eddington reviewed the plan to run District operations at half staff, rotating weekly at full pay, to minimize the risk of exposure to COVID-19.

10. FY 20/21 Tentative Budget/Model

Mark Eddington presented the tentative FY20/21 budget. President Collins moved to approve the tentative budget as presented. 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.

11. Ordinance #588 – User Rate Amendment

Mark Eddington presented Ordinance #588 – User Rate Amendment decreasing the User Rate from \$3.45 per unit to \$3.36 per unit and increasing the Bi-Monthly User Charge as follows, for a net average increase of roughly 1.75%:

<u>Meter Size</u>	<u>Current</u>	<u>Proposed</u>
3/4" service and smaller	\$11.30	\$13.15
1"	\$24.00	\$32.00
1.5"	\$44.00	\$62.00
2"	\$55.00	\$80.00
3"	\$110.00	\$163.00
4"	\$162.50	\$241.00
6"	\$475.00	\$710.00
8"		\$1,500.00
10"		\$2,600.00
12"		\$4,125.00

Trustee Struthers requested noted that the District's fixed user revenue portion is around 20% of the total user rate revenue and asked that the rate structure be revisited in the future before this goes any higher than 25%.

President Collins moved approval of Ordinance #588 – User Rate Amendment. 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.

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

Mark Eddington reviewed the request for an easement along the District's property adjacent to the tollway to allow for large underground electrical transmission cables.

13. Catastrophic Water Loss Relief Requests

None.

14. Plan Review

a) ChicagoWest 343 Development-Annexation Agreement

Mark Eddington reviewed the Development and Annexation Agreements with Kruzinski Construction for the ChicagoWest development. Mark stated that the Development Agreement is contingent upon the Annexations of ChicagoWest 343 and Ventus 505. President Collins moved approval of the Development Agreement. 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.

b) Ventus 505

Mark Eddington stated that Ventus has provided a draft service agreement, which the District is reviewing for comments.

15. Annexations/Pre-Annexations

a) Annexation #233, Ordinance #589 - ChicagoWest 343

President Collins moved approval of Annexation #233, Ordinance #589 - ChicagoWest 343. 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.

b) Annexation #234, Ordinance #590 - Ventus 505

Trustee Struthers moved approval of Ordinance #234, Ordinance #590 - Ventus 505. 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.

16. Engineer's Report

a) Malta and Kishwaukee College Sewer Extension

Mike Holland stated the Illinois Department of Commerce and Economic Opportunity (DCEO) has recently released new grant opportunities for public infrastructure projects that promote economic development that the District will be pursuing.

b) Northern DeKalb County Sewer Extension

Mark Eddington stated with the support of Genoa, Kingston and Kirkland, the District has submitted a DeKalb County Community Foundation Grant Application in the amount of \$25,000 to help cover costs associated with the preparation of a preliminary engineering report.

c) Latitude Power

Mike Holland stated consistent with the District goal of energy neutrality, District Staff has been discussing the concept of harnessing energy from the falling water at our outfall with Latitude Power.

17. Projects

a) Phase 1B Biological Improvements

Mike Holland stated on March 4th the District started operating its Combined Heat and Power (CHP) generator to produce electricity from the biogas produced in the District's digesters.

Disbursement Request No. 31 in the amount of \$354,930.92, for WBCI Payment No. 30 and B&W engineering, has been submitted and is awaiting receipt from the IEPA. WBCI Payment Request No. 30 for \$344,298.42 has been reviewed and is recommended for payment pending disbursement receipt. President Collins moved approval of Payment Request No. 30 pending disbursement receipt from the IEPA in the amount of \$354,930.92. 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.

Mike Holland reviewed Change Order No. 8, incorporating various Contract Modification Requests (CMRs), for the deductive amount of (\$37,935.00), has been prepared for the Board's review and is recommended for approval. President Collins moved approval of Change Order No. 8. 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.

18. New Business

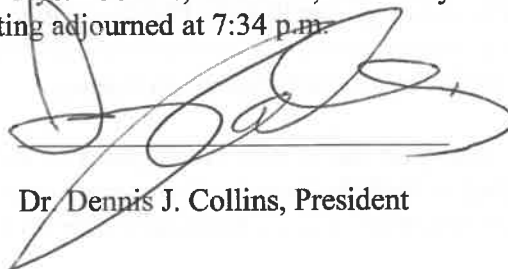
Trustee Struthers moved approval to allow a 3rd trustee to attend Board Meetings remotely. President Collins seconded. The motion carried by 3-0-0 roll call vote. Aye: Collins, Zar, Struthers. Nay: None. President Collins declared the motion passed.

19. Executive Session

No Executive Session.

20. Adjournment

President Collins moved to adjourn the meeting at 7:34 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 7:34 p.m.



Dr. Dennis J. Collins, President



Ms. Carol B. Zar, Clerk