



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday, May 13, 2020 – 12:00 PM**

The May meeting of the Kishwaukee Water Reclamation District Board of Trustees was held virtually via Zoom meeting at 12:00 pm on Wednesday, May 13, 2020. In attendance were Trustees Dennis J. Collins, Tim Struthers, Dawn Cosentino, P.E., Attorney Keith Foster, Treasurer Steve Parker, District Manager Mark Eddington, P.E., District Engineer/Assistant Manager Mike Holland, P.E., Operations Manager Steve Olsen, Assistant Operations Manager Jason Robbins, Staff Engineer Joe Kostecki, Administrative Assistant Tracy Zenkner and Derek Wold, P.E. of Baxter & Woodman.

1. Call to Order

President Collins called the meeting to order at 12:06 p.m.

2. Approval of the May Agenda

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

3. Approval of April Meeting Minutes

President Collins moved approval of the April Meeting Minutes. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Cosentino. 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 Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Cosentino. 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. COVID-19 Response

Mark Eddington stated the due to maintenance obligations, the District will return to regular staffing for operations on May 18, 2020 following safety guidelines as outlined by IDPH and newly implemented District policies to keep staff healthy and safe.

7. Treasurer's Report and Investment Policy Review

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

8. Annual Appointments/Meeting Schedule for FY 20/21

- a. Appointment of Officers – President Collins moved approval to appoint Dawn Cosentino as Clerk and renew the appointment of officers as follows: Trustee Collins as President, Trustee Struthers as Vice-President. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed.
- b. Schedule of Board Meetings - President Collins moved approval of final Board Meeting dates. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed.

9. District Dashboards

Mark Eddington discussed the District’s Dashboard and stated that the past year was a good, solid year. It is still too early to see the impact from COVID-19. Looking forward to upcoming projects, there is a projected 5% increase in revenue. Environmental compliance continues to improve with the new facility. Due to the springtime wet weather events, overtime and Call-Ins were as expected for the month.

Mike Holland reviewed the Hauled Waste Dashboard. The month of April was still a good month even with limiting hours for haulers.

10. Operator’s Report

Steve Olsen reported there were two invoices to Xylem Water Solutions (Flygt Submersible). One was for a pump repair for Meadow Trail Lift Station (\$3,852) and one mixer replacement for the Headworks Raw Sewage Wet Well (\$4,743). Additionally, we are still waiting on pump repairs to be completed for 200HP Raw Sewage pump and 160HP pump for Lions Park Lift Station. The cost for these two repairs will be \$47,037 and were budgeted for.

Steve Olsen stated there was some unexpected overtime associated with a high flow event. April 30th saw a daily flow total of 17.8 MGD. With the design max flow of 18.1 MGD, we were able to avoid using the Excess Flow facility.

11. Families First Response Act and Emergency Paid Sick Leave

Mark Eddington stated Keith Foster reviewed the Families First Response Act and Emergency Paid Sick Leave. It was recommended to adopt this Act as per the State’s requirements.

Trustee Struthers moved to approve the Families First Response Act and Emergency Paid Sick Leave. President Collins seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed.

12. FY 20/21 Budget/Model

Mark Eddington reviewed the FY20/21 Budget with the additions of annexation fees and upcoming projects added to the projected revenue.

13. 1:00 PM - Public Hearing – FY 2020/21 Budget

President Collins officially opened the Public Hearing of the FY 2020/21 Budget at 1:39 p.m. Having no member of the public present and receiving no comments, the Public Hearing was then closed at 1:40 p.m.

14. Ordinance #592 – FY 2020/21 Appropriation Ordinance

Mark Eddington presented Ordinance #592 – FY 2020/21 Appropriation Ordinance. President Collins moved approval of Ordinance #592 – FY 2020/21 Appropriation Ordinance. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed.

15. Soo Green Easement

Mark Eddington reported he has been in negotiation with Soo Green regarding their request for an easement along the District's property adjacent to the tollway to allow for large underground electrical transmission cables.

16. Catastrophic Water Loss Relief Requests

None.

17. Plan Review

a) ChicagoWest 343 – Annexation/Development Agreement

Mark Eddington introduced Bill Nicklas. Bill Nicklas stated the Development and Annexation Agreements with Kruzinski Construction for the ChicagoWest development will be up for first reading at the next City Council meeting with a second reading on April 27, 2020. Mark stated that the Development Agreement is contingent upon the Annexations of ChicagoWest 343 and Ventus 505.

b) Ventus 505

Mark Eddington stated that Ventus continues to work the the District to complete a wastewater connection agreement.

18. Annexations/Pre-Annexations

a) Annexation Update - Ordinance #589 - ChicagoWest 343

Discussed under Plan Review.

b) Annexation Update - Ordinance #590 - Ventus Tech Services, LLC

Discussed under Plan Review.

19. 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 a new grant opportunity that the District is eligible to apply for. To meet the schedule for this grant application, the District will need to hold a special board meeting with a public hearing on May 22nd to provide for public participation and approve committing local funds for the project.

b) Northern DeKalb County Sewer Extension

Mark Eddington stated with the support of Genoa, Kingston and Kirkland, the District submitted an application for a DeKalb County Community Foundation Grant Application to help cover costs associated with the preparation of a preliminary engineering report. The District has been notified that a \$10,000 grant from the Community Foundation has been awarded for this project, which will go towards the \$30,000 B&W contract, leaving \$5,000 each to be paid out of pocket by the District, Genoa, Kirkland and Kingston.

Mark Eddington requested authorization for the \$30,000 Work Order with Baxter & Woodman for preliminary engineering. Trustee Struthers moved approval. Trustee Cosentino seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed.

c) Harvestore Drive Sewer Improvements

Mike Holland stated Baxter and Woodman has begun design of the Harvestore Drive sewer to serve the Gurler Road developments.

d) Pretreatment Local Limits Update

No discussion.

20. Projects

a) Phase 1B Biological Improvements

Mike Holland stated Williams Brothers has been working on site restoration and miscellaneous piping and electrical work. The focus of the next few months will to complete site landscaping and SCADA work. Staff continues to become more comfortable with the CHP and how to maximize its operation.

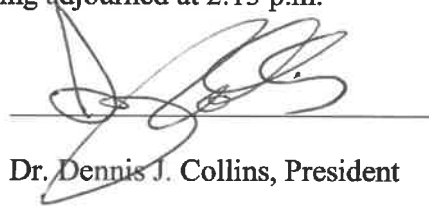
Disbursement Request No. 33 in the amount of \$538,890.60, for WBCI Payment No. 32 and B&W engineering, has been submitted and is awaiting receipt from the IEPA. WBCI Payment Request No. 32 for \$520,958.10 has been reviewed and is recommended for payment pending disbursement receipt. President Collins moved approval of Payment Request No. 32 pending disbursement receipt from the IEPA in the amount of \$520,958.10. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed.

21. New Business

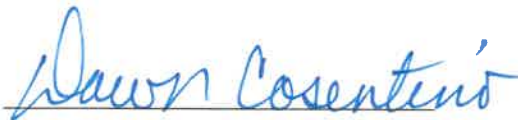
No new business.

22. Adjournment

President Collins moved to adjourn the meeting at 2:27 p.m. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed. Meeting adjourned at 2:13 p.m.



Dr. Dennis J. Collins, President



Ms. Dawn Cosentino, P.E., Clerk

CERTIFICATION

I, Dawn Cosentino, 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 22nd day of MAY, 2020.

SEAL



Dawn Cosentino

Dawn Cosentino, P.E., CLERK