

DeKalb Sanitary District
August 18, 2010
Board Meeting Minutes

The August meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at noon on Wednesday, August 18, 2010. In attendance were Trustees Dennis Collins, Tim Struthers and Carol Zar. Mark Eddington, P.E., District Manager; Janice Tripp, Assistant Manager Administration; Steve Olsen, Operations Manager; and Betty Jones, Secretary were present. Attorney for the District Keith Foster and District Treasurer Wayne Fesler attended, as did Scott Trotter, P.E. of Trotter & Associates. Jaime Smirz, City of DeKalb Community Development Department attended the meeting.

President of the Board Collins called the meeting to order.

Trustee Collins moved to approve the August agenda. Trustee Struthers seconded. Motion carried.

Trustee Collins moved approval of the July 21, 2010 Board meeting minutes. Trustee Zar seconded. Motion carried.

Trustee Collins moved to approve the minutes of the July 28, 2010 Special Board of Trustees meeting. Trustee Zar seconded. Motion carried.

After Assistant Manager Administration Janice Tripp explained the purpose of the proposed transfers of funds, Trustee Struthers moved approval of the transfer of: \$530,000.00 from the Revenue Fund to the O & M Fund, \$9,293.52 from the Dedicated Tax IMRF Fund to the O & M Fund, \$5,484.78 from the Dedicated Tax FICA Fund to the O & M Fund and \$58,718.04 from the Revolving Loan Biosolids & CC to the Revenue Fund. Trustee Zar seconded. Motion carried.

Trustee Collins moved to approve the payment of bills as presented. Trustee Struthers seconded. Motion carried.

There was no one present wishing to give Public Input.

Treasurer Fesler presented the Treasurer's Report in writing and discussed it with the Trustees. He affirmed Janice Tripp's work in orchestrating the transfer of funds for the land purchase completed this month. The Trustees thanked Janice and Treasurer Fesler for their facilitation of that cash purchase while maintaining the Board's policies as to investment limits at each financial institution.

The Trustees reviewed the initial report on the Fiscal Year 2009-1010 Audit. Mark will be working on the management letter this month. Trustee Struthers reviewed the District's financial position and applauded its fiscal soundness. Janice affirmed the Board's

conservation of public funds through spending restraint and foresight in planning for future capital expenses. The current Trustees credited the District's Board members for the past fifty years who established the conservative policies still effectively in force.

Mark Eddington, P.E., District Manager asked the Trustees to meet with him individually to give him feedback on ways to memorialize the District's institutional knowledge as present staff members move towards retirement, and they agreed to do so. Mark expressed his intention to introduce technology such as a GIS system to codify and preserve existing information about the collection system.

Mark and Janice informed the Board of the purchase of a collection system computer and plans to network it with the administration server.

Mark discussed and explained the problem of erosion along the river behind 332 Greenwood North and discussed ways to reinforce and protect the sewer that runs through there. District staff is currently televising the line. Mark would suggest using several different types of reinforcement, such as lining the sewer as well as shoring up the area with stone. Staging difficulties were addressed. Although the issue does present an emergency situation because of the threat of breaching the sewer pipe, the District would hope to limit damage to nearby residents' and Park District property by having the work done after the level of the river drops and the ground freezes, if at all possible. The Board directed that Mark should make an Engineer's estimate of the extent of work called for and begin soliciting quotes.

Steve Olsen, Operations Manager, said that quotes for screw pump replacement have not yet been received and discussion of this issue will be deferred to next month's meeting.

Painting of buildings both on the plant site and on the District's 1109 Sycamore Road property was discussed and quotes were reviewed. It was decided to have the rental property painted. Steve Olsen was asked to make a list of the roofs of the metal buildings at the plant that need repair in the order of priority.

Steve Olsen presented a recap of the District's status during the rain event of July 24, 2010. The Board asked him to bring to next month's meeting a one-page conclusion as to the impact of the work done on the collection system since the 1996 rain events as demonstrated by the plant and collection system reaction to this one.

The Board agreed with Administration that a District credit card is needed to facilitate on-line purchases, I-pass use, etc. Janice will get more information about programs available through local banks.

The Board also approved the suggestion of beginning direct deposit of employees' paychecks and asked Janice to follow up on that.

Mark said that work on the District's new User Ordinance is still awaiting the USEPA evaluation of the Pretreatment Ordinance.

There were no requests for Catastrophic Loss relief this month.

In Plan Review, there was nothing new on the Shodeen Irongate Project. Keith Foster is working on easements through Park District property required for the Pappas Sycamore Road connection to the public sewer main. Mark updated the Board on 3M project progress.

Scott Trotter, P.E. of Trotter and Associates presented the Engineer's Report in writing and discussed the District's application for an additional six million dollars in grants and low-interest loan money.

Scott updated the Board on the Biosolids Rehabilitation and Improvement Project at 303 Hollister and reviewed the proposed layout of buildings on the recently acquired land near Harvestore Drive. The only building that will be constructed at this time is one Biosolids Storage Facility, but the property will offer sufficient space for the south plant that is part of the District's long-term Facilities Plan to be constructed when development creates a need for additional service capacity. Trustee Collins moved to approve Payment Request #8 for \$1,803,916.80 pending receipt of Loan Disbursement #9. Trustee Zar seconded. Motion carried.

Scott discussed progress and anticipated completion of the Country Club Lift Station Project. The specific expenses attendant to the additional dewatering necessary there have been presented and reviewed by TAI. Trustee Collins moved to approve Change Order #2 for the amount of \$90,777.24 as recommended by Trotter and Associates. Trustee Struthers seconded. Motion carried. Trustee Struthers moved to approve Payment Request #5 for \$174,029.04 pending receipt of Loan Disbursement #9. Trustee Zar seconded. Motion carried.

DuPage Topsoil has completed underground work and pavement restoration on Moraine Terrace. Landscape restoration work and punchlist items remain. Payment Request #1 for \$56,538.88 was approved by a motion made by Trustee Collins and seconded by Trustee Zar. Motion carried.

Elliott and Wood has completed the 2010 Spot Repairs project. Trustee Struthers moved to approve Change Order #1 for \$10,576.50 for quantity adjustments. Trustee Zar seconded. Motion carried. Trustee Collins moved to approve Payment Application #2 for \$11,947.05 which is the final payment application. Trustee Zar seconded. Motion carried.

Michels Pipe Services has completed all but the post-lining televising portion of the 2010 Sewer Lining Project. Payment Application #1 for \$220,982.35 was submitted and recommended for payment by TAI. A 5 % retainage is being held. Trustee Collins moved to approve it. Trustee Zar seconded. Motion carried.

In New Business, Mark described the problems with a residence needing sewer service because of a failing septic tank in the 900 block of South First Street. The extension of the sewer there will be considered as an agenda item next month.

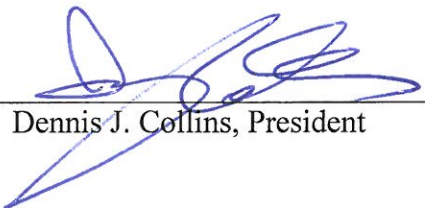
Steve Olsen informed the Board that one of the two new hires has found employment elsewhere. The Board approved him seeking a replacement. He will report at the next meeting.

A dump truck has been ordered through the Illinois Joint Purchasing program, but the truck box is not available through that program. Steve Olsen has been getting quotes and will present this as an agenda item next month.

There was no further new business.

Trustee Collins moved to adjourn the meeting. Trustee Struthers seconded. Motion carried.

Trustee Collins adjourned the meeting.



Dennis J. Collins, President



Carol B. Zar, Clerk