

DeKalb Sanitary District  
August 15, 2012  
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 15, 2012. In attendance were Trustees Dennis J. Collins, Timothy A. Struthers and Carol B. Zar, Attorney Keith Foster, Treasurer Janice Tripp, District Manager Mark Eddington, Operations Manager Steve Olsen, Assistant to Manager/Human Resources Diana Foust, Finance Director David Storey, Secretary Betty Jones, Operator Chris Stika and Intern Colby Nennig. Justin Miller, Intern for the City of DeKalb attended. John Nowobilski, President of Northstar Packing, LLC attended for a portion of the meeting.

President of the Board Collins called the meeting to order.

Trustee Collins moved to approve the August agenda. Trustee Zar seconded, and the motion carried.

The motion to approve the July meeting minutes was made by Trustee Struthers, seconded by Trustee Collins, and carried.

Trustee Collins moved to change the date of the September meeting from September 19 to September 12 because of a conflict with the Illinois Association of Wastewater Agencies meeting. Trustee Zar seconded. Motion carried.

Trustee Collins moved to approve the transfer of:  
\$302,000.00 to the O & M Fund for Operations from the Revenue Fund  
\$ 42,114.84 to the O & M Fund from the Dedicated Tax - IMRF Account  
\$ 7,075.00 to the O & M Fund from the Dedicated Tax - FICA Account

Trustee Struthers seconded, and the motion carried.

Trustee Struthers moved to pay bills as presented. Trustee Zar seconded. Motion carried.

In the Public input and Communications portion of the meeting, Mark introduced Justin Miller, intern for the City of DeKalb, Chris Stika, DeKalb Sanitary District operator, and Colby Nennig. He applauded Colby Nennig during his time at the District which will be ending this week.

Janice Tripp gave the Treasurer's Report and discussed investments.

There were no requests for Annexation or Pre-annexation this month.

Diana Foust said that a draft of the Employee Handbook should be available for the Trustees to examine soon. They asked that she also prepare an Executive Summary of its content and important changes.

David Storey explained that there was no need for a discussion of the chart of accounts as it is not a Board issue, and informed the Trustees of the ongoing investigation into other Purchase card/Credit Card options for the District. Barring other changes, the Trustees authorized an increase in the credit limit on such cards to \$10,000.00.

In Plan Review Mark recapped the CVS Project's status as it approaches completion.

The District's motion for dismissal of the Illinois Pollution Control Board Action against it was not answered by the complainant within the required period.

An open house with dedication of the District's new Biosolids facility will be planned for Spring 2013.

An agreement to accept landfill leachate from Waste Management was developed by Keith Foster and is under consideration by Waste Management.

After an explanation by Mark Eddington and John Nowobilski, President of Northstar Packing, LLC of the type and amount of swine slaughter they anticipate doing, Trustee Zar moved to approve a Discharge Agreement with them. Trustee Struthers seconded and the motion carried.

The Trustees reviewed the options for refreshing the paint on the plant's metal buildings and gave direction to the administrators about the project.

Steve Olsen explained the need for an emergency rehabilitation of the Screw Pump gear and reviewed the quotes received with the Trustees. He was authorized to go ahead with the lowest quote.

Work on the new Local Limits required by the Illinois Environmental Protection Agency before approval of the District's Pretreatment and User Ordinances is proceeding.

The catastrophic water loss relief request of Pat Manning of 5 Inverness for \$393.95 for water used by a defective water softener was approved in a motion made by Trustee Collins, seconded by Trustee Zar, and carried.

Scott Trotter supplied the written Engineer's Report and loan summary, and deferred discussion until the individual agenda items.

Mark gave an update on the progress of the SCADA Improvements Project.

Trotter and Associates is working on multiple parts of the Facility Plan Update after meeting with District staff for input. The goal is to have a rough draft for the Board's review by the end of August.

Williams Brothers should have completed the Biosolids Rehabilitation and Improvements Project by the end of August. Training of District staff is to begin soon.

Most of the work on the Tertiary Filter Rehabilitation Project has been completed, and Madison Construction is working on final items but has not yet reached substantial completion. To date liquidated damages are \$248,000.00.

Steve Olsen said the 40 H.P. pump for the Intermediate L. S. Pump Rehab is undergoing rehabilitation now.

Trotter and Associates is preparing a presentation for the Board of their recommendations on Meadow Trails Lift Station Improvements. The Board discussed their own preferences briefly.

There was nothing new on the Hollister Avenue Water Main Improvements.

Elliott & Wood is beginning the 923 South First Street Sewer Extension Project.

Although only one bid was received for the 2012 Spot Repair Project, the Trustees decided after discussion and recommendations from Mark Eddington and Scott Trotter to move forward with the project and accept the \$62,348.00 bid of Elliott & Wood of DeKalb, Illinois because of the necessity of this maintenance work to the operation of the collection system and because the bid was determined to be within the engineering estimates for project costs. Trustee Collins moved to approve the Notice of Award. Trustee Struthers seconded, and the motion carried.

Three bids were received for the 2012 Lining Project, and the Trustees decided to accept the \$143,935.75 bid of Pipevision Products, Inc. of LaSalle, Illinois, who was the lowest bidder. Trustee Collins moved to approve the Notice of Award. Trustee Struthers seconded, and the motion carried.

After details of the proposed project were reviewed, Trustee Zar moved to give Mark Eddington authorization to request bids for a Waste Water Treatment Plant Pavement Rehabilitation Project. Trustee Struthers seconded, and the motion carried.

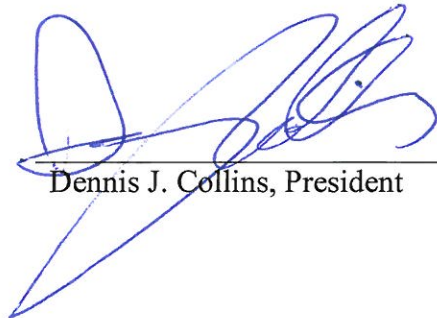
In New Business the Trustees heard progress on replacing dying trees along the back plant boundary, improving the landscaping in front of the administration building, and installing new air conditioning in the Board Meeting Room.

Trustee Collins made a motion to go into Executive Session to discuss personnel, litigation and land acquisition. Trustee Struthers seconded. Motion carried. The Board went into Executive Session.

After the Board returned from Executive Session, Trustee Collins made a motion to approve an agreement with Pittsley Realty to manage the Rainwater property on Hollister Avenue. Trustee Zar seconded, and the motion carried.

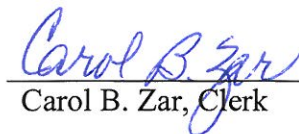
Trustee Struthers made a motion to adjourn the meeting. Trustee Zar seconded. Motion carried.

Trustee Collins adjourned the meeting.



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Dennis J. Collins, President



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Carol B. Zar, Clerk