

DeKalb Sanitary District
Wednesday, August 20, 2014
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 20, 2014. In attendance were Trustees Dennis J. Collins, Timothy A. Struthers and Carol B. Zar, Treasurer Janice Tripp, Attorney Keith Foster, District Manager Mark Eddington P.E., Operations Manager Steve Olsen, Human Resources Manager Diana Foust SPHR, Assistant Manager, Engineering Mike Holland P.E., Scott Trotter P.E. and Chris Marschanke P.E. of Trotter and Associates, Steve Parker Accounting Consultant and District Wastewater Operator Dennis Haile.

President of the Board Collins called the meeting to order.

Trustee Collins moved approval of the August agenda, Trustee Zar seconded. The motion carried.

Trustee Zar moved approval of the July meeting minutes. Trustee Struthers seconded. The motion carried.

Trustee Struthers moved approval to transfer funds:

\$375,000.00 to the O & M Fund for Operations from the Revenue Account

\$ 11,277.66 to the O & M Fund from the Dedicated Tax - IMRF Account

\$ 4,997.81 to the O & M Fund from the Dedicated Tax - FICA Account

Trustee Collins seconded. The motion carried.

Trustee Struthers moved to approve payment of bills as presented. Trustee Collins seconded. The motion carried.

Trustee Collins moved to approve rescheduling of the September board meeting from September 24th to September 15th at 5:30 pm. Trustee Zar seconded. The motion carried.

During Public Input and Communications, Mark Eddington introduced District employee Dennis Haile, Wastewater Operator.

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

Mark Eddington discussed the Districts "Dashboard" providing summary information on the District's budget, units billed, revenue trends, environmental compliance and call-in hours to the Board. Steve Parker presented to the Board an income statement showing adjustments for depreciation.

Mark Eddington informed the Board that a representative from Sikich will attend the September meeting to present the FY 2013-14 audit.

Mark Eddington advised that a representative from the City of DeKalb may update the Board regarding the City's billing at the September meeting.

The Board reached a consensus approving to repair the sewer in the ally of the library in an amount of \$22,960.

Verizon is working on a proposal for the District to allow construction of a cell tower on District property.

Steve Olsen gave the Operator's Report informing the Board of updated costs for the Headwork's raw sewage pump and the Lion's Park list station raw sewage pump. Work has started on the Bio-disc chain guards and drives. Work continues to be done on the valve actuators in the Tertiary Filter Building. Stenstrom, Inc. will begin to replace the Day Tanks for three of the generators soon.

The Raw Sewage Pump Station repair will require a shutdown of the plant in the middle of the night. Staff is working to determine the best time to do this.

Trustee Collins moved to approve acceptance of a quote in an amount up to \$10,000 for the removal of 18-19 dead trees on the District's various properties. Trustee Struthers seconded. The motion carried.

Trustee Zar moved to approve the following Catastrophic Loss request, which was approved by the City of DeKalb as meeting the policy criteria:

- Terrance Walker of 200 S 4th St, \$221.00 loss due to a running toilets.
- Occupant of 845 Regent L, \$159.25 loos due to broken pipe.
- Shannon Irving of 1143 S. 7th St., \$150.45 loss due to broken pipe.
- Margaret Gilbert of 629 Franklin St., \$468.00 loss due to running toilet.

Trustee Struthers seconded. Motion carried.

DeKalb resident Ron Nehring of 2547 Pleasant Street has approached the District about a pre-annexation agreement. The Board agreed that Mr. Nehring can pay the annexation fee over time at an interest rate of 5%.

In plan review, Mike Holland informed the Board that Jim Mason has submitted his EPA permit for staff review. Sleepy's mattress store is moving into the old Blockbuster building, no review or connection fee is required. Raynor Door is moving into a vacant building on Wagner Ct., the connection fee has been paid. Staff met with the City to discuss the upcoming demolition of the Wurlitzer building.

Mike Holland supplied the Engineer's Report. Mike recommended executing a \$10,000 work order for design engineering services with Greeley & Hansen for rehabilitation work resulting from the Biodisc building's structural assessment. Motion made by Trustee Collins. Trustee Struthers seconded. The motion carried.

RJN has completed the smoke testing in the Dodge Addition and is preparing their final report.

Baxter & Woodman has completed design drawings for the food waste/grease receiving project. The Board authorized staff to obtain installation quotes and purchase mixing equipment in an amount up to \$55,000 in motion made by Trustee Collins. Trustee Struthers seconded. The motion carried.

Trotter & Associates has revised their site layout for the Phase 1B Concept Plan and a have been asked to provide a design engineering proposal for the District's consideration.

Under projects, Mike Holland advised that the District has been in discussions with the City regarding the Meadow Trails Lift Station fencing. Mike indicated that the pricing of the fence the City desires is significantly more expensive than the \$7,000 budgeted. Mike will continue to research pricing. Trustee Collins moved that the District spend up to \$7,000 on the fence. Trustee Struthers seconded. The motion carried.

Redzone's work on the Sewer System Televising Program is ongoing.

Elliott & Wood has begun construction for the 2014 Spot Repair Project. The Board was informed of vehicle damage due to driving over one of the locations in an amount of \$200 - \$250. The Board authorized paying for the lowest repair quote and having this amount deducted from the construction contract by motion made by Trustee Collins. Trustee

Struthers seconded. The motion carried.

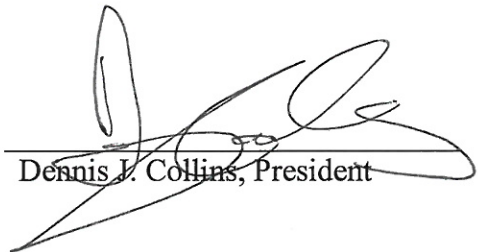
The District has issued a \$108,500 purchase order to Walker Process for Primary Clarifier #4. Trustee Collins moved approval to execute a purchase order with DPS Equipment / Mike Sears for the installation in the amount of \$39,780. Trustee Zar seconded. The motion carried.

Steve Olsen advised that he has yet to receive a second quote on the Control Building Lavatory Rehab Project.

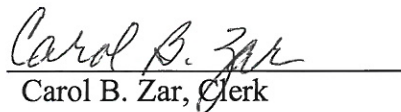
Trustee Collins moved to go into Executive Session to address property acquisition and personnel. Trustee Zar seconded. The motion carried. The Board went into Executive Session.

The Board returned from Executive Session and no action was taken.

Trustee Zar motioned to adjourn the meeting and Trustee Struthers seconded the motion. The motion carried and the meeting was adjourned.



Dennis J. Collins, President



Carol B. Zar, Clerk