

DeKalb Sanitary District
December 22, 2010
Board Meeting Minutes

The December meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at noon on Wednesday, December 22, 2010. In attendance were Trustees Dennis Collins, Timothy Struthers and Carol Zar. Mark Eddington, District Manager; Janice Tripp, Assistant Manager Administration; Steve Olsen, Operations Manager; Betty Jones, Secretary and David Sieglinger were there from the DeKalb Sanitary District staff. Attorney Keith Foster and Treasurer Wayne Fesler attended, as did Mike Holland, P.E. of Trotter & Associates and Dan Streed, Northern Illinois University Intern to the City of DeKalb Community Development Department. Dennis Haile of the DeKalb Sanitary District staff was present for a portion of the meeting.

President of the Board Collins called the meeting to order.

Trustee Struthers moved to approve the December agenda. Trustee Zar seconded. Motion carried.

A motion was made by Trustee Collins and seconded by Trustee Zar that the minutes of the November 3, 2010 Workshop meeting be approved. The motion carried.

Trustee Zar moved to approve the minutes of the November 17, 2010 regular monthly meeting. Trustee Collins seconded. Motion carried.

After Janice Tripp, Assistant Manager Administration, explained the transfers needed, Trustee Collins moved to approve the transfer of:

- \$300,000.00 from the Revenue Fund to the O & M Fund
- \$ 9,982.43 from the Dedicated Tax IMRF Fund to the O & M Fund
- \$ 5,143.25 from the Dedicated Tax FICA Fund to the O & M Fund
- \$ 97,236.90 from the Biosolids & Country Club Account to the Revenue account for engineering

Trustee Struthers seconded. Motion carried.

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

There was no one present wishing to give Public Input. Mark Eddington introduced David Sieglinger of the DSD staff, who is attending the meeting as staff representative.

Mark Eddington, P.E., District Manager congratulated Dennis Haile on the Class 3 IEPA Wastewater Treatment Plant Operator Certification that Dennis achieved and presented him with the certification bonus for that class.

Treasurer Fesler presented the Treasurer's Report and discussed investments. He explained the problem of banks no longer being willing to collateralize investments as the District policy requires. The Board offered suggestions on alternate investment strategies. Trustee Struthers moved to approve a resolution adding Citizens First National Bank of Genoa to the list of approved depositories with a maximum amount of deposits of \$250,000.00 with F.D.I.C. Insurance and collateralization requirements (copy of resolution attached to minutes). Trustee Collins seconded. Motion carried.

Janice Tripp, Assistant Manager Administration, explained the Tax Levy and Trustee Zar moved to approve Tax Levy Ordinance No. 533 for Fiscal Year 2010-2011. Trustee Struthers seconded. Motion carried.

After a discussion, Trustee Collins moved to approve Ordinance #534, "An Ordinance Amending the Charges for the Use of and Service Supplied by the DeKalb Sanitary District." Trustee Struthers seconded. Motion carried. Sewer Use fees will increase from \$2.60 to \$2.80 per 100 cubic feet effective January 1, 2011, payable on bills received in April, 2011 and thereafter.

Mark Eddington, District Manager described the meeting in which Trustee Zar led District staff in identifying Five Year Plan actions plans for the strategic issues and goals identified by the Trustees in their November 3 workshop. Trustee Zar said the next step is for the Board to review and adopt it. The Trustees made suggestions for an alternate presentation which would include an easily understood grid and color prioritization strategy. Mark will prepare this and get it to the Trustees for their review. It will be decided later whether another Trustee workshop is needed.

There had been no requests for annexation or pre-annexation this month.

Mark's meeting with City of DeKalb representatives for further discussions on the City's charges to the District for billing services was cancelled by the City and there have been staff changes that have impacted the ongoing discussions. The Trustees asked Mark to prepare a written statement of the District's position on the charges, and he agreed to do so.

The District continues to await USEPA review of its proposed Pretreatment Ordinance, which was prepared for it by McMahon Associates. McMahon Associates has also prepared a proposed User Ordinance to replace Ordinance #259 and its amendments, but that cannot happen until the Pretreatment Ordinance (which was previously part of the User Ordinance) has been approved and passed as a separate ordinance.

There was discussion and review of the quotes Steve Olsen, Operations Manager received on 200 HP replacement drives. Both he and Mark recommend replacing all the remaining drives at one time in the next fiscal year. The Board asked that more quotes be obtained, but approved putting the expense for replacing all of them into the 2011-2012 Fiscal Year Budget once a sufficient number of quotes has been reviewed.

After discussion of the necessary repairs to the screw pumps in the tertiary filter building, the Board decided to add that to the existing Tertiary Filter Rehabilitation Project, and instructed Mike Holland, P.E. of Trotter and Associates to do so.

The Board discussed the request from Larry Carroll of 1324 Vienna in DeKalb for a \$46.80 refund of sewer charges because of an unmeasured loss when filling a fish pond. The Board said this was equivalent to the unmeasured use of many residents who have requested refunds on water put into or emptied from swimming pools. The Board declined Mr. Carroll's request as they have denied the swimming pool owners' requests because their policy requires measurement of the amount of water that does not enter the sewer system before a refund can be granted. This request does not meet the Catastrophic Loss criteria.

Janice explained the changes in the District's Major Medical Insurance this year. There was a policy change, and the deductible will rise to \$500 and the co pay to \$25, but premiums will go down somewhat. Quotes were received on Workman's Compensation Insurance and a new provider chosen who had a lower price than the previous provider. The Board affirmed Janice's work on both insurance matters and expressed approval of her decisions.

In Plan Review, Mark updated the Board on developments in the Northern Illinois University's First year Residence Hall and West Campus Expansion projects.

Trotter and Associates supplied an Engineer's Report in writing and Mike Holland deferred discussion until the individual agenda items.

Trotter and Associates is reviewing Williams Brothers amended proposal for the Sludge Thickening System and Excess Project Costs (deductive alternates) to be added to the Biosolids Project. Once Trotter and Associates and the District agree on the proposed cost, it will be submitted to the IEPA in application for additional loan funds.

Work on the Biosolids Rehabilitation Project is continuing. Trustee Collins moved to approve Pay Request #12 in the amount of \$1,137,035.62 pending receipt of IEPA Loan Disbursement #13. Trustee Struthers seconded. Motion carried.

Trotter and Associates' site design for the Sludge Storage Building is under a second review by Williams Brothers after the District rejected a cost proposal from them significantly higher than the District found acceptable.

The Country Club Lift Station is nearing completion, with start-up expected this month; however that will probably be past the contracted completion date and Williams Brothers would be subject to liquidated damages. Trustee Collins moved to approve Pay Request #9 in the amount of \$129,830.51 pending receipt of IEPA Loan Disbursement #13. Trustee Struthers seconded. Motion carried.

DuPage Topsoil has completed the landscape restoration work and pavement correction on the Moraine Terrace Sanitary Sewer Improvements Project, but has not submitted the necessary documentation for final payment.

Mark says Elliott & Wood's work on the District's 322 Greenwood North Project will start next month.

Trustee Collins moved and Trustee Struthers seconded approval of Trotter and Associates' Engineering Proposal for the Tertiary Filter Building Rehabilitation Project at a cost of 14% of the bid accepted. Motion carried.

District staff met this month with Andy Zaletel, GIS Department Manager of Baxter & Woodman for an introductory meeting, and interviews are scheduled January 5, 2011.

Under new business, the Board asked Janice for an update on progress in replacing the evergreen screen at the back of the plant.

Continuing difficulties at Meadow Trail Lift Station were discussed.


Janice said that she and Mark will be working with Keith Foster on an amendment to the Fiscal Year 2010-2011 Budget. They will present it to the Trustees for action at a future meeting.

Although the Trustees decided not to act this year, they expressed an intent to consider stopping the Flex Spending program if participation remains low.

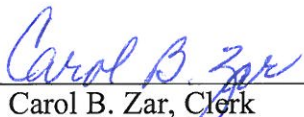
Trustee Collins moved to go into Executive Session to address personnel issues. Trustee Zar seconded, and the motion carried. The Board went into Executive Session.

After the Board returned from Executive Session, Trustee Collins moved to adjourn the meeting. Trustee Zar seconded. Motion carried.

President of the Board Collins adjourned the meeting.



Dennis J. Collins, President



Carol B. Zar, Clerk