

DeKalb Sanitary District
December 14, 2011
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 14, 2011. In attendance were Trustees Dennis Collins, Tim Struthers and Carol Zar, District Manager Mark Eddington, Assistant Manager Administration/Treasurer Janice Tripp, Operations Manager Steve Olsen and Secretary Betty Jones. Attorney for the District Keith Foster attended, as did Scott Trotter, P.E. and Mike Holland, P.E. of Trotter & Associates. Paul Borek of DeKalb Economic Development Corporation and Mark Biernacki, DeKalb City Manager attended for a portion of the meeting.

President of the Board Collins called the meeting to order.

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

A motion was made by Trustee Zar and seconded by Trustee Struthers that the minutes of the November monthly meeting be approved. Motion carried.

After Janice explained the necessary transfers, Trustee Collins moved to approve the transfer of:

- \$ 210,000.00 from the Revenue Fund to the O & M Fund
 - \$ 12,784.84 from the Dedicated Tax IMRF Fund to the O & M Fund
 - \$ 7,294.29 from the Dedicated Tax FICA Fund to the O & M Fund
- Trustee Struthers seconded. Motion carried.

Trustee Collins moved to approve payment of the bills as presented as well as the payroll and secondary meter refund payments to be made this month as outlined by Janice. Trustee Struthers seconded. Motion carried.

Mark asked that the Public Input and Communications portion of the meeting as well as consideration of agenda item 13c be deferred until the arrival of Mr. Borek and Mr. Biernacki, and this was approved.

Treasurer Tripp gave her report and discussed current interest rates and investment opportunities with the Trustees. Review of Northern Trust Certificate of Deposit Program will be continued.

After Janice discussed 2010 Tax Levy details, Trustee Collins moved to approve Ordinance #541 "An Ordinance Providing for the Levy and Assessment of Taxes for Corporate Purposes of the DeKalb Sanitary

District, DeKalb County, Illinois for the Fiscal Year Beginning May 2011 and Ending April 30, 2012." Trustee Zar seconded. Motion carried.

Mr. Borek and Mr. Biernacki entered the meeting and addressed the Board on developer interest in the region south of the tollway. They outlined an incentive program to attract industries to DeKalb, and asked for the District's participation. Mark Eddington reviewed the District's Facilities Plan for serving the area. Trustee Struthers stressed the need for the District to exercise consistency in meeting developer expectations and to make no discrimination between competing properties. Trustee Collins said that while the Board wants to be a participant in growth, the DeKalb Sanitary District must serve the entire region and not just any particular development. After a review of the District's Annexation Fees, which remain low as compared to neighboring communities, the Board decided to maintain its historical stance of reacting to the community's growth rather than attempting to anticipate it.

After a discussion of the reduction in receipts and the increase in expenses, the Trustees questioned Scott Trotter about the Facility Plans User Fee Schedule. He said it should be much higher than it is, but the Board decided to act conservatively in recognition of the difficult economic times for its users. Trustee Zar moved to approve Ordinance #542 "An Ordinance Amending the Charges for the Use of and Service Supplied by the DeKalb Sanitary District" with an effective date of January 1, 2012. This Ordinance would increase the District's User Rate to \$2.95 per 100 cubic feet (or 748 gallons). Trustee Collins seconded. Motion carried.

Janice informed the Trustees of the increase in the amount the District pays for Major Medical Insurance. Although the Trustees want to review the offerings of other companies, the approved the renewal of the current policy at this time.

In light of the increased cost to the employees for major medical insurance premiums, Janice asked the Trustees to increase the maximum amount of flexible spending allowed each employee in the District's program. Trustee Collins moved to approve a resolution to amend the DeKalb Sanitary District Aetna FSA Adoption Agreement Item VI - Flexible Spending Account Elections, Health FSA section(a) effective January 1, 2012. Trustee Zar seconded. Motion carried.

There were no requests for annexation or pre-annexation.

In Plan Review, Mark updated the Trustees on progress in the CVS and NB& T developments. Trustee Collins moved to approve Mark signing

the NB&T development agreement contingent on Attorney Foster's approval. Trustee Struthers seconded. Motion carried.

The Lincoln Towers sewer service has been successfully rerouted. The Board instructed that abandonment of the main under the highway be addressed before the project is closed out.

Keith Foster has received the City of DeKalb's comments on the District/City South Slope agreement and will continue working on it.

There was nothing to report on McMahon's work on the User Ordinance. Finalization must wait on the IEPA's approval of the Pretreatment Ordinance.

There were no Catastrophic Water Loss Relief Requests this month.

Mark reported on the First Aid Training arranged by Diana Foust for District's employees, noting that it was well-received. He said that the District intends to amplify its safety training during the coming year.

Consideration of 923 South First Street sewer extension project will await another quote, but the Trustees agree that this extension of public infrastructure to serve this already-annexed property is the District's responsibility.

Mark and Scott filled the Trustees in on the District's new Draft NPDES Permit and its ramifications.

Further consideration of changes in staffing and shifts will be ongoing. The Board noted that they will support Mark and Steve Olsen's decisions on this.

Scott Trotter, P.E. of Trotter & Associates supplied a written Engineer's Report which included an IEPA Loan Summary for the biosolids and Country Club Lift Station Projects and deferred discussion for the individual agenda items.

Work on the Facility Plan Update remains on hold, but Mark said he hopes to have this work completed by March 2012 and included in next fiscal year's budget. Scott will bring an engineering proposal to the January 2012 meeting.

Mark Holland said that the IEPA will be issuing a loan amendment stating the engineering costs may be funded by IEPA Loan #2. Scott asked that the Board approve Trustee Collins executing this amendment when it

arrives. Trustee Collins to approve that action. Trustee Struthers seconded. Motion carried.

Williams Brothers Construction, Inc. met the substantial completion date of December 4, 2011 on the Biosolids Rehabilitation and Improvements Project and are working on the final punchlist items to meet the final completion date of February 22, 2012. Trustee Collins moved to approve Change Order #20 in the amount of \$8,385.00 for the replacement of tertiary filter backwash valves, replacement of existing cracked sidewalk, storage barn site and paving undercuts, rut-raking and subgrade preparation at the recommendation of Trotter & Associates. Trustee Struthers seconded. Motion carried. Mike asked for approval to issue the final payment after punchlist items have been completed. Trustee Collins moved to approve this. Trustee Struthers seconded. Motion carried.

Final payment for the Country Club Lift Station Project was authorized at the November 2011 meeting of the Board, but payment has not yet been issued. Site grading will be considered a warranty issue, but Trotter & Associates will be finalizing an Engineering Extras invoice to be addressed by Williams Brothers before final payment is released.

A written Loan Summary on the Tertiary Filter Rehabilitation Project was supplied to the Trustees. Madison Construction has completed most of the cement block installation and will soon begin roof steel and decking installation. In the meantime they have provided temporary housing around equipment and have committed to having someone here to clear snow and allow District staff access to the building if necessary. No Pay Request has been received.

Mark reported on progress in the GIS Project.

Trotter & Associates are working on conceptual designs and on the analysis of whether explosion proof motors are necessary for the pumps in the Intermediate L. S. Pump Rehab Project to allow for final budgeting and project scope determination.

Mark reported on a quote received on an improved telephone system. The Board instructed that other quotes be solicited before consideration at an upcoming meeting.

A request has been received from one resident of that section of Greenwood Acres Drive that is not yet annexed to the District or served by public sewers. There are approximately 25 properties on 22 acres in this situation, and the Board said interest on the part of a significant number of residents would have to be received before the Board would consider a change. This move has been proposed and rejected by residents in the past.

Mark asked that the January meeting be changed to noon on Wednesday, January 11, 2012 because of a schedule conflict. The Trustees agreed and Trustee Collins moved to approve this. Trustee Struthers seconded. Motion carried. Public Notice will be issued tomorrow.

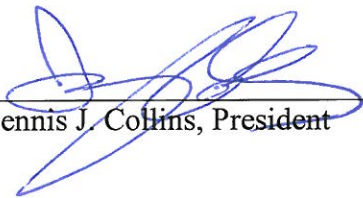
There was no New Business.

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

Upon their return from executive session, the Trustees considered the deferred Fiscal Year 2011-2012 wages. Trustee Collins moved and Trustee Zar seconded approval of the wages for non-bargaining unit staff for Fiscal Year 2011-2012. Motion carried.

Trustee Collins moved and Trustee Struthers seconded adjournment of the meeting. Motion carried.

Trustee Collins adjourned the meeting.



Dennis J. Collins, President



Carol B. Zar, Clerk