



**DeKalb Sanitary District
Board Meeting Minutes
Wednesday, December 14, 2016 – 12:00 PM**

The December meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, December 14, 2016. In attendance were Trustees Dennis J. Collins, Carol B. Zar, Timothy Struthers, Treasurer Steve Parker, Attorney Keith Foster, District Manager Mark Eddington P.E., Operations Manager Steve Olsen, District Engineer/Assistant Manager Mike Holland, P.E., Tracy Zenkner, Derek Wold, P.E. of Baxter & Woodman and Dan Knaak, Wastewater Operator.

1. Call to Order

President of the Board Collins called the meeting to order at 12:38 p.m.

2. Approval of the December Agenda

President Collins moved approval of the December agenda. Trustee Zar seconded. The motion carried.

3. Approval of November Meeting Minutes

Trustee Zar moved approval of the November Board Meeting Minutes. Trustee Struthers seconded. The motion carried.

4. Approval to transfer funds

President Collins moved approval to transfer \$650,000.00 to the O&M Fund. Trustee Struthers seconded. The motion carried.

5. Approval to pay bills as presented

Trustee Struthers moved approval of payment of bills as presented.

- a) IEPA Loan #1 – Payment #10 in the amount of #384,615.38.
- b) IEPA Loan #2 – Payment #9 in the amount of \$87,622.58.
- c) Employer HSA Annual Payment in the amount of \$81,120.00 on December 31st to Employee Health Savings' Accounts.
- d) Annual Secondary Meter Refunds.

Trustee Zar seconded. The motion carried.

6. Public Input and Communications

Mark Eddington introduced Dan Knaak, Wastewater Operator.

7. Treasurer's Report

Steve Parker gave the Treasurer's Report and discussed investments.

8. Ordinance #570 – 2016/17 Property Tax Levy

Mark Eddington presented the 2016/17 Property Tax Levy. President Collins moved approval of Ordinance #570 – 2016/17 Property Tax Levy. Trustee Struthers seconded. The motion carried.

9. District Dashboard

Mark Eddington discussed the District’s “Dashboard”. Environmental compliance was good. Mark stated the month was very low for overtime and call-ins.

Mike Holland reviewed the hauled waste dashboard and reported that hauled waste is expected to decrease during the cold weather. FOG should stay consistent moving forward.

10. Public Hearing – IEPA Loan #L175425 Preliminary Environmental Impacts Determination (PEID) – Phase 1B – Improvements

President Collins declared the public hearing officially open at 1:00 p.m. Mike Holland summarized the Preliminary Environmental Impacts Determination document and explained its purpose within the IEPA loan process. President Collins asked for public input on the proposed Phase 1B Improvements. There was no public input. President Collins moved to close the hearing at 1:15 p.m. Trustee Zar seconded. The motion carried.

11. Cell Tower Site (South Slope)

Trustee Zar signed Resolution #2016-12-14 authorizing Mark Eddington to enter into a lease agreement with SBA Towers IX, LLC .

12. Operator’s Report

Steve Olsen reported Centrisys Centrifuge Systems is repairing one of the centrifuges with new tiles. The cost for repairs is \$16,656 which includes shipping and installation.

Royer Asphalt completed the paving project for \$7,660. Two areas were paved (one by the Excess Flow Building and behind the Control Building).

13. Catastrophic Water Loss Relief Requests

President Collins moved to approve the following Catastrophic Loss requests, which were approved by the City of DeKalb as meeting the policy criteria:

- Paul King, 106 E Milner, \$190.85, water softener running continuously.
- Sharonda Williams, 1120 Lewis, \$239.15, toilet running.

Trustee Zar seconded. The motion carried.

14. Annexations/Pre-annexations

No annexations/pre-annexations this month.

15. Plan Review

Mike Holland reviewed proposed projects that have been submitted.

16. Engineer's Report

a) Dodge Addition I/I Removal Pilot

Performance Pipelining has completed lateral televising in the Dodge Addition. Staff will be reviewing the videos over the next month. A final payment request for \$48,850 (\$900 below original bid amount) has been submitted by PPI. Staff recommends paying 90% (\$43,965) until videos have been reviewed. President Collins moved to approve payment in the amount of \$43,965 to PPI. Trustee Struthers seconded. The motion carried.

b) Phase 1B Biological Improvements

Mike Holland stated design is 90% complete and the loan application has been submitted. Mike reviewed the updated project schedule.

Mark Eddington and Mike Holland are scheduled to attend the December 14th Planning & Zoning Commission meeting for an informational presentation of the upcoming project.

Mark Eddington stated he has been in contact with several different contractors regarding demolition of the Hollister Avenue homes.

Mike Holland stated that a final engineering amendment to the design contract with B&W is warranted to address final plan revisions regarding the Admin building relocation, entry road changes, generator building changes, and other staff directed changes. Staff recommended approval of a \$161,000 amendment, increasing the contract value from \$2,236,000 to \$2,397,500. President Collins stated that he would like a more detailed explanation of the engineering items and their respective amounts for this amendment and for the amendments previously approved.

17. Projects

a) UV Disinfection Improvements

Mike Holland stated that J. J. Henderson completed demolition of the contact tank walls and completed approximately 75% of the concrete work for the new UV channels this month. Pay Request #5 for \$178,127.36 has been submitted by J. J. Henderson and is recommended for payment. President Collins moved to approve Pay Request #5 in the amount of \$178,127.36 to J. J. Henderson. Trustee Zar seconded. The motion carried.

b) Headworks – Septage Receiving/Screenings Washer-Compactor

Mike Holland stated that Staff has completed the order for the JWC Screenings Washer-Compactor for \$82,650 with an expected delivery in March/April 2017. The Septage Receiving Station has been put on hold to better plan for the paving and equipment.

c) Primary Clarifier #1 Rehabilitation

Mike Holland stated that Michels completed the Primary Clarifier #1 emergency influent pipe

lining on December 7th and has requested final payment of \$30,713, which is less than the \$31,453 originally proposed. Trustee Struthers moved to approve payment in the amount of \$30,713 to Michels Corp. Trustee Zar seconded. The motion carried.

18. New Business

No new business.

19. Executive Session

At 2:17 p.m., President Collins moved to go into Executive Session to address property acquisition, personnel and review of Executive Session Meeting Minutes. Trustee Zar seconded. The motion carried.

At 2:47 President Collins moved to return from Executive Session. Trustee Zar seconded. The motion carried.

20. Property Acquisition

No action taken.

21. Personnel

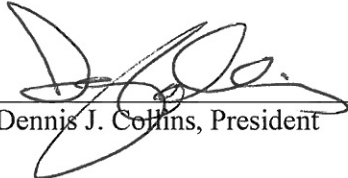
No action taken.

22. Executive Session Meeting Minutes

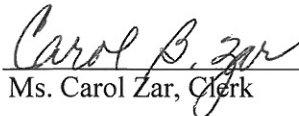
President Collins moved to approve the Executive Session Meeting Minutes with the noted changes but to not release these publicly until the final Hollister Avenue property has been procured. Trustee Zar seconded. The motion carried.

23. Adjournment

Trustee Zar moved to adjourn the meeting. Trustee Struthers seconded. The motion carried. Meeting adjourned at 2:48 p.m.



Dr. Dennis J. Collins, President



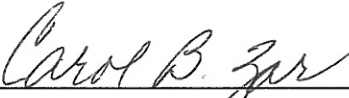
Ms. Carol Zar, Clerk

CERTIFICATION

I, Carol B. Zar, the clerk of the DeKalb Sanitary District of the County of DeKalb, State of Illinois, do hereby certify that I am keeper of its books and records and that the foregoing is a true and correct copy of the minutes duly adopted by its Board of Trustees, DeKalb Sanitary District, at a meeting duly convened and held on the 18th day of JANUARY, 2017.

SEAL





Carol B. Zar, CLERK