

DeKalb Sanitary District
Wednesday, February 18, 2015
Board Meeting Minutes

The February meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, February 18, 2015. In attendance were Trustees Dennis J. Collins, Timothy A. Struthers and Carol B. Zar, Treasurer Steve Parker, 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., District Laboratory Supervisor, Allison Yates and Aaron Baker of Benjamin Franklin Plumbing. Derek Wold of Baxter & Woodman, Dipak Desai and Dipak Patel of K.V. & Sons LLC, Mark Carpenter of Benjamin Franklin Plumbing, Mike Carpenter of RVG Commercial, Scott Trotter, P.E., Colin Shulick and Chris Marschinke, P.E. of Trotter and Associates also attended for a portion of the meeting.

President of the Board Collins called the meeting to order.

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

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

Trustee Collins moved approval to transfer funds:
\$100,000.00 to the O & M Fund for Operations from the O & M Money Market Account.

Trustee Struthers seconded. The motion carried.

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

During Public Input and Communications, Mark Eddington introduced District Laboratory Supervisor, Allison Yates and welcomed Aaron Baker, Marketing Director of Benjamin Franklin Plumbing.

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

Scott Trotter of Trotter and Associates requested reimbursement of the discounted billing provided to the District per an agreement signed in August, 2011. Trustee Collins moved that \$37,500 of the \$82,000 of discounted billings granted would be paid to Trotter and Associates and

directed Keith Foster to put together an agreement for such. Trustee Zar seconded and the motion carried.

Mark Eddington discussed the District's "Dashboard" providing summary information on the District's budget, units billed, revenue trends, environmental compliance and call-in hours to the Board.

Mark Eddington discussed the District's projected user rate revenue and his desire to review the rate structure over the course of the next year to rebalance the quarterly flat rate and the per unit user rate.

The Board discussed the upcoming fiscal year's Board Meeting schedule.

Mark Eddington discussed the District's Property and Casualty Insurance renewal which is up 5.3% over last year. Trustee Collins moved to approve acceptance of the renewal. Trustee Struthers seconded. The motion carried.

Trustee Zar moved to approve the District's agreement with Sikich for the upcoming annual audit in the amount of \$15,250. Trustee Struthers seconded. The motion carried.

The Board authorized Mark Eddington to enter into a three year energy aggregation agreement with Integrys.

Trustee Collins moved to approve the leasing of farmland to MTR Farms at \$300/acre. Trustee Struthers seconded. The motion carried.

Mark Eddington reported the City of DeKalb's review of the WWTP Verizon cell tower site is ongoing and surveying is being conducted on the South Slope site.

There was no Operator's Report this month.

There were no catastrophic water loss relief requests this month.

There were no Annexations / Pre-annexations this month.

In plan review, Dipak Desai and Dipak Patel of K.V. & Sons LLC stated that they are in the process of preliminary plans with contractors to address the nine services involved with the Sawyer Auto Demo site. The District is requiring K.V. & Sons LLC to provide a signed agreement at the March 9, 2015 District Board Meeting outlining the proposed sewer work.

Mark Carpenter of Benjamin Franklin Plumbing presented a preliminary development plan for an apartment complex planned on Greenwood Acres Drive and inquired about extending the sanitary service.. Mark will be working with Mike Holland as design progresses.

Mike Holland supplied the Engineer's Report. Mike informed the Board that the Dodge Addition I&I Reduction Pilot is ongoing.

The mixer is being delivered and the piping installation has begun for the Grease Receiving Improvements project.

A kickoff meeting for the Phase 1B Biological Improvements has taken place with Baxter & Woodman and the District is working on providing requested data.

Staff recommends a phased rehabilitation of the equipment and systems located within the plant's headworks over the next three fiscal years. Their goal is to complete the headworks rehabilitation prior to beginning construction of the Phase 1B Biological Improvements.

Under projects, Mike Holland stated a new onsite generator has been ordered and will be installed later this month by Rush Power Systems.

Elliott and Wood completed the spot repairs. The District is waiting on the final payment application.

Irving Construction is close to completing the Biodisc Structural Rehabilitation project.

Equipment is being ordered for the Centrifuge Feed Grinder with installation beginning later this month.

Mark Eddington is waiting on a second quote for security cameras.


Under new business, Mark Eddington advised the Board that staff is seeking quotes to upgrade the District's website. Mark also stated that staff plans to present a 2015/2016 draft budget at next month's Board Meeting.

Trustee Collins moved to go into Executive Session to address property acquisition, personnel, review of executive session minutes and imminent litigation.

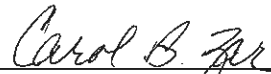
Trustee Struthers seconded.

The motion carried. The Board went into Executive Session.

No action was taken in executive session. After the Board returned from executive session, Trustee Zar moved to adjourn the meeting. Trustee Struthers seconded. The motion carried.



Dr. Dennis J. Collins, President



Ms. Carol B. Zar, Clerk