

DeKalb Sanitary District  
July 20, 2011  
Board Meeting Minutes

The July meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at noon on Wednesday, July 20, 2011. In attendance were Trustees Dennis Collins, Timothy Struthers and Carol Zar. District Manager Mark Eddington, P.E., Operations Manager Steve Olsen, Assistant to Manager/Human Resources Diana Foust, Secretary Betty Jones, Intern Sara Marciniak and James Cochrane, Jr. attended from DSD. Keith Foster, Attorney for the District was present. Scott Trotter, P.E. and Mike Holland, P.E. of Trotter and Associates were present, as were Jamie Smirz and Dan Streed of the City of DeKalb. Charlie Haapala and Michael Harving of CBC and Brad Prischman and Ed Gebauer of V3 Consultants attended for a portion of the meeting representing CVS Pharmacy. Jason Fowler of Shaeffer & Roland Consulting Engineers attended a portion of the meeting representing National Bank & Trust Company.

President of the Board Collins called the meeting to order.

Trustee Collins moved approval of the July agenda. Trustee Zar seconded. Motion carried.

Trustee Collins moved and Trustee Zar seconded approval of the June minutes. Motion carried.

After Mark Eddington explained the transfer, Trustee Struthers moved approval to transfer \$250,000.00 from the Revenue Fund to the O & M Fund, and Trustee Collins seconded. Motion carried.

Approval to pay bills as presented, including a group of invoices presented that were received too late for checks to be written, was granted in a motion made by Trustee Collins and seconded by Trustee Zar. Motion carried.

In Public Input, Mark introduced James Cochrane, Jr. who was present representing District staff, welcoming him to the meeting.

In the absence of Treasurer Janice Tripp, Mark Eddington reviewed her written reports with the Trustees.

There were no Annexation or Pre-annexation requests this month.

Under Plan Review Mark Eddington and Jason Fowler of Shaefer & Roland presented the request of National Bank & Trust Company to be temporarily allowed to use the old service on the former Microsolutions property to hook their new bank building up to the sewer main on Lincoln Highway with the understanding that they agree to disconnect from it and hook up to the McGirr Street main extension when that line is completed. The Board also stipulated that the parcel to the west of the bank would not be allowed to hook on to the Lincoln Highway sewer, but rather will be required to go to the new line.

The building for the proposed CVS Pharmacy would be constructed over an existing sewer main. After extensive review of the alternative routings and financial responsibilities, Keith Foster was asked to work with them on a development agreement delineating a temporary sewer routing solution and setting up an escrow account to fund a permanent rerouting within 12 months. Mark Eddington was asked to contact the owner of an adjacent property who would be impacted upon by the District's preferred routing. CVS Pharmacy has paid their Project Administration Fee and does understand that the expenses involved in facilitating their project, including legal fees, will be charged to them.

Discussion of a basement backup on Meadow Trail East was deferred to Executive Session at the request of Mark Eddington, P.E., District Manager.

The City of DeKalb Utility billing agreement has been finalized. The Board congratulated Mark on completing this, and thanked him for his work on the project. Under the agreement, the District will reduce their feed by \$0.14 and the City of DeKalb will assume responsibility for the invoicing. Trustee Collins moved to approve User Rate Ordinance #540 which reduces the sewer user rate by 14 cents effective August 1, 2011. Trustee Zar seconded. Motion carried.

At the City of DeKalb's request the District will write a letter of support for grant assistance for DeKalb Taylor Municipal Airport.

There was nothing new on the Town of Cortland's request to use airport property for the disbursal of their effluent.

The District continues to await USEPA review of its proposed Pretreatment Ordinance, which was prepared for it by McMahan Associates.

ESI Consultants, LTD of Naperville Illinois has submitted a draft of an Administrative Office Traffic Study, and Mark is reviewing it. He will

provide the study to the Trustees for review prior to the next Board meeting.

Mark described the City of DeKalb's New Catastrophic Loss Policy to which he had contributed the District's comments. The Trustees decided to continue to align their policy with the City's.

The Catastrophic Water Loss Relief Requests of Amanda Bruno of 314 Linden Place #8 for \$56.00 and Lashawn McNeal of 1282 Penny Lane for \$323.80 - both due to defective toilets, and of Mary Hiatt of 1012 Normal Road for \$67.20 lost because of a water softener running while she was on vacation, and of American National Bank, owner of property at 941 South Ninth Street, for \$414.40 in sewer charges caused by an undiscovered broken water line in a closet were approved by a motion made by Trustee Collins and seconded by Trustee Struthers. The motion carried. All of these requests did meet the City/District Catastrophic Loss Policy in effect at the time of the requests.

Steve Olsen described the July 1, 2011 Annie Glidden Lift Station failure in which a three-phase electrical wire failed and energized its conduit, necessitating emergency repair, which was completed that night.

A City of DeKalb contractor milling the street at Taylor Street and Glidden Avenue removed the top of a cleanout cap on the force main there and created a sanitary sewer overflow. It is thought that a previous contractor must have paved over the cleanout some years ago. Because neither the District nor the City was aware of the cleanout being there, the Board declined to ask the City to participate in the cost of the emergency repair which has been completed by Elliott and Wood, Inc.

Steve Olsen, Operations Manager described a previous emergency bypass pumping at Meadow Trails Lift Station and how that resulted in a reported sewage overflow and a consequent violation notice. As required, the District at that time responded with plans to prevent further occurrences of the sort and entered into a Compliance Commitment Agreement with the IEPA. The recent event when Meadow Trails failed and backed up resulted in a Noncompliance Notice, and Steve warned that the above-mentioned force main breach is likely to result in another. The Board stressed the seriousness with which it takes such events, but agreed with Steve that neither of the above events could have been anticipated.

Steve Olsen informed the Trustees that, as budgeted, the District will be having sewer mains with root intrusion treated to destroy the roots, and that the work will be done this week.

Steve Olsen recommended the purchase of an electric pallet jack to move the 2500 pound totes of polymer required by the new sludge dewatering process, and reviewed quotes received with the Trustees. They agreed to the purchase, which had been budgeted.

Appointment of Engineer for Fiscal Year 2011 to 2012 was deferred to next month's meeting.

Scott Trotter submitted a written Engineer's Report and deferred discussion until the individual agenda items.

The Facility Plan Update is on hold.

Williams Brothers is doing start-up in the Digester Operations Building and Sludge Handling Building. Since the storage barn is unavailable, biosolids are being trucked to Wastemanagement by District staff.

Trustee Struthers moved to approve Change Order #15, for the additional of \$30,064.00 for centrifuge non-potable water and sampling ports, unsuitable soils at the storage barn, masonry removal for gravity belt thickener installation and electrical parts for sump pump installation. Trustee Collins seconded. Motion carried.

Trustee Struthers moved to approve Williams Brothers Payment Request #19 for \$492,672.27 contingent on the receipt of Loan Disbursement #20. Trustee Collins seconded. Motion carried.

Country Club Lift Station Project is completed except for landscaping and final cleanup. Change Order #5, for the additional amount of \$1,560.00, for handling concrete and tree stumps found buried under the work site was approved in a motion made by Trustee Collins and seconded by Trustee Struthers and carried. Discussion of liquidated damages for the project running past the deadline is awaiting final completion.

Mark believes that weather conditions will allow Elliott and Wood, Inc. to begin the 332 Greenwood North Project soon.

The Tertiary Filter Rehabilitation Project bid package has been sent to the IEPA, and Trotter & Associates and Madison have addressed all comments from their review. Trotter & Associates has been informed that the bid review is now complete but that due to the IEPA's end of the fiscal year shut-down, a loan agreement isn't expected until late July at the earliest. Mike Holland cautioned that the project must begin by September 2011 if the masonry work is to be completed before weather shuts the project down. Scott Trotter recommended that the Board

execute the Notice of Award but not issue this until the loan agreement is received, authorize President Collins to execute the loan agreement once it is received and authorize President Collins and Trustee Zar to execute and attest the construction agreement, contingent upon receipt of approved bonds and insurance from Madison Construction. Trustee Collins moved to approve these actions, with the noted contingencies, in the interests of allowing the project to move forward in a timely fashion. Trustee Zar seconded. Motion carried.

Mark Eddington reported on the GIS project. Baxter & Woodman is working on setting up the District's GIS mapping system, and Sara Marciniak has completed digitizing both the District annexations and easements.

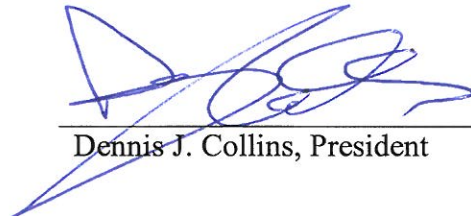
Steve Olsen says the Intermediate C. S. Pump Rehabilitation Project is on hold until the Engineering Agreement can be worked out.

There was no new business.

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

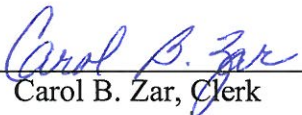
After the Board returned from Executive Session, Trustee Collins moved to adjourn the meeting. Trustee Zar seconded. Motion carried.

President of the Board Collins adjourned the meeting.



---

Dennis J. Collins, President



---

Carol B. Zar, Clerk