

DeKalb Sanitary District
July 18, 2012
Board Meeting Minutes

The meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at noon on Wednesday, July 18, 2012. Trustees Collins, Struthers and Zar attended. Also present were Mark Eddington, District Manager; Steve Olsen, Operations Manager; Diana Foust, Assistant to District Manager\Human Resources; David Storey, Finance Director; Steve Hiatt, Operator; Colby Nennig, engineering intern; and Betty Jones, Secretary. Scott Trotter, P.E., and Mike Holland, P.E. of Trotter & Associates, Attorney Keith Foster of Foster Buick Group and District Treasurer Janice Tripp attended.

President of the Board Collins called the meeting to order.

Trustee Collins moved to approve the July agenda with the addition of an itemization under executive session to include discussion of property acquisition. Trustee Struthers seconded approval of the amended agenda. Motion carried.

Trustee Struthers moved to approve the June minutes. Trustee Zar seconded. Motion carried.

Approval to transfer:

\$300,000.00 to the O & M Fund for Operations from the Revenue Fund
\$ 13,754.96 to the O & M Fund from the Dedicated Tax - IMRF Account
\$ 7,331.71 to the O & M Fund from the Dedicated Tax - FICA Account
\$ 15,000.00 to O & M from the Revenue Fund (transferred on 7/9/12 to cover the expense of an earlier than expected delivery of a truck)

was approved in a motion made by Trustee Collins, seconded by Trustee Zar and carried.

Trustee Struthers made a motion to pay bills as presented. Trustee Zar seconded. Motion carried.

In Public Input and Communications, Mark introduced Steve Hiatt who was attending the meeting from the operations staff.

Janice Tripp gave the Treasurer's Report and discussed investments.

David Storey reviewed the management team's work on delineation of duties and authorizations for his own position and others. Work on this will continue with the goal of a revised internal controls policy for the Board's consideration by the end of the Fiscal Year.

As requested, David presented a written review of IEPA loans currently held and a brief discussion followed.

There had been no requests for Annexations or Pre-annexations this month.

Diana Foust reviewed work with Foster Buick on a revised Employee Handbook, and said a rough draft is almost ready for administrative review. After development, the completed handbook will come before the Board for approval.

In Plan Review Mark updated the Trustees on the completion of sewer installation at the NB & T project, the installation of a grease trap at the Mikimoto Restaurant, and the work he has been doing on the ULTA project.

The District's motion to dismiss has been send to the Illinois Pollution Control Board for review.

Trustee Collins moved to approve Ordinance #545 for the Right Pointe Property Tax Abatement as discussed at the last meeting. Trustee Zar seconded, and the motion carried.

Nothing has been heard from the Town of Cortland.

Mark filled the Board in on the testing results for Waste Management's landfill leachate and the negotiations about an agreement for the District to accept and process it. The Board's concern was that the District maintain an environmentally responsible policy even if some potential profit has to be lost to do so. The District Manager and Keith Foster were given authority to negotiate terms with Waste Management.

Trustee Collins moved to approve Steve Olsen's request to begin north Intermediate Clarifier rehabilitation at an estimated cost of \$24,480.00. The work on the south clarifier has been completed. Trustee Zar seconded, and the motion carried.

After Steve Olsen explained the need for a replacement for the rusted out headworks grit classifier, Trustee Collins moved to approve the approximately \$50,000.00 purchase of a stainless steel replacement. Trustee Struthers seconded. The motion carried.

The Trustees requested samples of the proposed plant site metal building rehabilitation painting project before approving it.

McMahon has set up a sampling schedule for the District preparatory to helping the District develop the new Local Limits the Illinois Environmental Protection Agency is requiring as a condition of approving our user ordinance.

The Board approved initiating a search for lab testing facilities because of the current provider's proposed 6% price increase.

No Catastrophic Water Loss Relief Requests had been forwarded to the District from the City of DeKalb this month.

Scott Trotter, P.E., supplied the Engineer's Report which included detailed project updates and loan summaries in writing. He deferred discussion until the individual agenda items except to update the Board on Walker Process's proposal to use the District's new biosolids facility as the testing site for a new mixer. The District Manager was given authority to work with Foster and Buick to negotiate the terms.

Mark said there was nothing new to discuss on the SCADA Improvements Project.

Trotter & Associates and DeKalb Sanitary District staff continue working on an updated Facility Plan with a goal of having a rough draft for Board review by the end of August.

Williams Brothers construction is wrapping up work on the Biosolids Rehabilitation and Improvements Project. Trustee Collins moved to approve Change Order #24 for a credit amount of \$7,566.00 and a 191 day time extension to the Final Completion date at the recommendation of Trotter and Associates. The credit resulted from changes in the potable and non-potable water valve stem placements, Buy-American requirements for stainless steel pipe, and a handrail at the gas meter stairs. The time extension resulted from installing the additional handrail and resolving HVAC issues as well as completing site restoration and landscaping. Trustee Struthers seconded. Motion carried. The Final Completion date is now August 31, 2012.

After review of the Tertiary Filter Rehabilitation Project progress and loan summary, Trustee Collins moved to approve Change Order #8 for the additional amount of \$9,031.60 for embedded shim removal, HVAC equipment pad modifications and additional painting at the screw pump motors. Trustee Zar seconded. Motion carried.

Steve Olsen said the contractor has completed work on the Intermediate Lift Station 100 HP pump and will be taking the two 40 HP pumps for rehab soon.

Work on the Heatherstone/Meadow Trails Lift Station Improvements – Study Phase has been shifted to a focus on the Meadow Trails site because of difficulty obtaining construction easements to make changes at the Heatherstone site. At Meadow Trails, City of DeKalb permitting will be necessary and the District wants to involve nearby residents in the planning.

The Hollister Avenue Water Main Improvements project will require easements and agreements, but will be continuing.

The 923 South First Street Sewer Extension Project should get under way in the next week or two.

Mark says he still plans to seek bids for a 2012 Spot Repair Project and a 2012 Lining Project and hopes to bring them to the August meeting for the Board's decision.

The Board authorized Trotter and Associates to begin engineering and development of a Pavement Rehabilitation Project at 303 Hollister, and approved the obtaining of core samples to identify soil stability.

In New Business Mark informed the Board of recent inquiries by Northstar Foods, Inc. about the Cavel processing plant as site for a hog slaughtering operation.

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

After the Board returned from Executive Session, they considered the following:

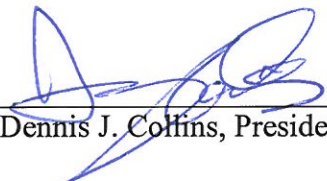
Trustee Collins made a motion to purchase the Rainwater property on Hollister Avenue at a cost of \$152,500.00. Trustee Zar seconded, and the motion carried.

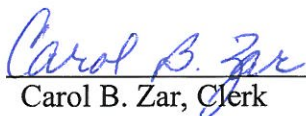
Trustee Collins made a motion to pursue the purchase of additional properties along and around the District in a manner consistent with the discussion the Board held in today's closed session. Trustee Struthers seconded, and the motion carried.

Trustee Collins moved to approve the transfer by the Treasurer of \$110,000.00 from the Resource Bank holding account to the Capital Fund and the transfer from the Capital Connection Fees account to the Capital Fund of an additional \$1,000.00. Trustee Zar seconded, and the motion carried.

Trustee Collins moved to adjourn the meeting. Trustee Struthers seconded. Motion carried.

President of the Board Collins adjourned the meeting.


Dennis J. Collins, President


Carol B. Zar, Clerk