

DeKalb Sanitary District
Wednesday, July 17, 2013
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 17, 2013. In attendance were Trustees Dennis J. Collins, Tim Struthers, and Carol B. Zar, Treasurer Janice Tripp, Attorney Keith Foster, District Manager Mark Eddington, P.E., Operations Manager Steve Olsen, Human Resources Manager Diana Foust, SPHR, Finance Director David Storey, Assistant Manager, Engineering Mike Holland, P.E., Scott Trotter, P.E. of Trotter and Associates, District Engineering Intern Bobby Peters, Justin Miller, City of DeKalb, TJ Moore from the City of DeKalb, Doug Breunlin, P.E. of WBK Engineering, and Greg Chismark, P.E. from WBK Engineering

President of the Board Collins called the meeting to order.

Trustee Collins moved to approve the July agenda, pending the changing of the order of agenda items "8 – Budget Ordinance #549" and "9 – Public Hearing (FY-2013/14 Budget)" and their move to 1 p.m., Trustee Zar seconded. The motion carried.

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

Trustee Struthers moved approval to transfer funds:

- \$260,000.00 to the O & M Fund for Operations from the Revenue Account
- \$ 12,655.45 to the O & M Fund from the Dedicated Tax - IMRF Account
- \$ 5,640.16 to the O & M Fund from the Dedicated Tax - FICA Account

Trustee Collins seconded. The motion carried.

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

Trustee Collins moved approval of payment #2 on IEPA Loan #3 for \$37,516.34. Trustee Zar seconded. The motion carried.

Doug Breunlin and Greg Chismark presented the District with the APWA's Chicago Metro Chapter Project of the Year, Environmental Category \$5 million - \$25 million for the Phase 1A Biosolids Rehabilitation Project.

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

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

The public hearing on the District proposed 2013-2014 Fiscal Year Budget was held at 1 p.m. Trustee Collins declared the public hearing open and asked for public input on the proposed appropriation ordinance. There was no public input. Trustee Zar moved to close. Trustee Struthers seconded, motion carried. Trustee Collins closed the hearing.

Trustee Collins moved and Trustee Zar seconded approval of Ordinance #549, "AN ORDINANCE MAKING APPROPRIATION FOR CORPORATE PURPOSES OF THE DEKALB SANITARY DISTRICT FOR THE FISCAL YEAR OF SAID DISTRICT, FROM MAY 1, 2013 TO APRIL 30, 2014, INCLUSIVE." Motion carried.

Operations Manager Steve Olsen gave the Operator's Report. The District received the 200 hp pump back that had been damaged during the April wet weather event. Steve informed the Board that the District had received \$24,000 in insurance proceeds from expenses related to April's wet weather event.

Trustee Collins moved that agenda item "15 – April Flooding" be moved up as the discussion was related to the Operator's report. Trustee Zar seconded, motion carried.

Mark Eddington discussed difficulties reaching out to other County governments regarding the importance of filing claims to FEMA relating to emergency situations such as the April wet weather event.

Finance Director Storey discussed a meeting that District management had with a representative of the Secretary of State's office regarding records retention and destruction.

Mark Eddington recommended the implementation of sanitary service reconnection inspection fee of \$150 for residential properties and \$250 for non-residential properties. Attorney Foster will prepare an Ordinance for the Board's consideration at the August meeting.

Trustee Struthers moved approval of \$17,016.27 for the rehabilitation of a raw pump. Trustee Zar seconded. The motion carried.

Mark Eddington discussed Irongate's plans to potentially sell a small portion of the development to a church.

Mark Eddington discussed the City of DeKalb's desire to create two new TIF Districts. The TIFs would consist of the Sycamore Road TIF, near the old Small's Furniture, as well as South 4th Street TIF, generally located between Taylor Street and Barb Avenue. Impact to the District would be approximately \$2,000.00/year/TIF. Mark Eddington requested and received a consensus to draft a letter of support on behalf of the District.

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

In plan review, Mike Holland advised that Burger King wants to rehabilitate the interior of the existing building; District is requiring the installation of an exterior grease trap. The old Small's furniture building has been demolished. The new building will not share service with the NIU art annex. Faranda's banquet hall will utilize the existing service, but will need a grease trap installed due to a new full kitchen.

There were no updates on the User Ordinance / Pretreatment Ordinance / New Local Limits.

Trustee Struthers moved to deny the following Catastrophic Loss request due to failure to meet minimum requirements adopted by the District:

- Jason Hulst of 301 Parfive Dr, #8, \$76.35 loss due exterior faucet left on.

Trustee Zar seconded. Motion passed.

Mark Eddington discussed a situation at 503 Fairlane Avenue. District personnel made a typographic mistake when giving information requested by a plumbing contractor. A plan was devised to prevent this type of error from occurring in the future. The District reimbursed contractor for the mistake.

Mike Holland supplied the Engineer's Report. Data gathering is ongoing for the Flow Monitoring/I&I Evaluation.

The District has ordered the solids meter pilot and is making preparations for its installation upon arrival.

Trustee Struthers moved approval to spend \$10,755.00 on Peracetic Acid Disinfection pilot, pending IEPA approval. Trustee Zar seconded. The motion carried.

Mike Holland reviewed the Facility Plan Update.

Trustee Collins moved to execute a work order with Trotter and Associates for \$40,000.00 for the Phase 1B Concept Plan. Trustee Struthers seconded. Motion carried.

Only administrative items remain for completion of the Tertiary Filter Project.

An impeller is due to arrive in August and its installation will complete the work for the Intermediate Lift Station Pump Rehab project

Mike Holland discussed timeline of tree removal at Meadow Trails Lift Station. Management was directed to ensure that the ground left bare at the Lift Station is well maintained.

The old clarifier mechanism has been removed and delivery of new equipment for the Primary Clarifier #2 is expected in late October or early November.

Steve Olsen discussed an increase in the cost of the screw pump rehabilitation due to the discovery of additional parts to be replaced once the pump was opened up. Trustee Collins moved for approval of \$27,382 for the work. Trustee Zar seconded, motion passed.

District staff is working on assembling manhole rehab candidates for the 2013 Manhole Rehabilitation Project.

Trustee Collins moved to execute a \$30,000 General Services Agreement with Baxter & Woodman for GIS improvements during FY-2013/14. Trustee Struthers seconded, motion carried.

The Board has authorized management to obtain quotes to repurpose the GBT building for cold storage.

Elliott & Wood will begin the demolition of 207 Hollister within the next month.

The District Open House is scheduled for Friday, October 18.

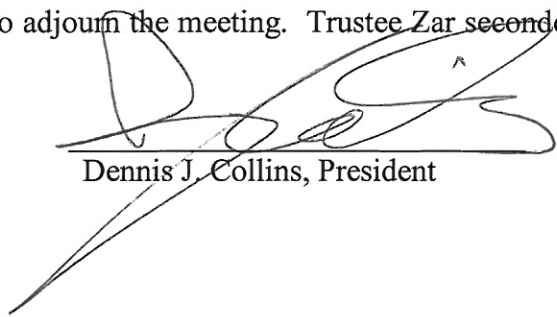
Under new business, Mark Eddington discussed options for annual District's Holiday party.

Trustee Collins moved to go into Executive Session to address property acquisition/DeKalb Park District IGA. Trustee Zar seconded.

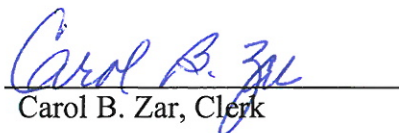
The motion carried. The Board went into Executive Session.

The Board Returned from Executive Session and Trustee Collins moved to authorize Mark Eddington to act on the District's behalf and purchase the "Bessinger property" contingent upon meeting the contractual conditions with the Park District that were detailed during the Executive Session. Trustee Struthers seconded. Motion carried.

President of the Board Collins motioned to adjourn the meeting. Trustee Zar seconded. Motion carried.



Dennis J. Collins, President



Carol B. Zar, Clerk