



**DeKalb Sanitary District
Board Meeting Minutes
Wednesday, July 15, 2015 – 12:30 PM**

The July meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at 12:30 pm on Monday, July 15, 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, Asst. Manager / District Engineer Mike Holland, P.E., Jeanine Holcomb, Asst. to Manager-Administration, Derek Wold, P.E. of Baxter & Woodman as well as John Engstrom, DeKalb Sanitary District GIS Technician/Operator.

1. Call to Order

President of the Board Collins called the meeting to order at 12:33 p.m.

2. Approval of the July Agenda

Trustee Zar moved approval of the July agenda. Trustee Struthers seconded. The motion carried.

3. Approval of the June Meeting Minutes

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

4. Approval to transfer funds

Trustee Collins moved approval to transfer \$375,000.00 to the O&M Fund. Trustee Struthers seconded. The motion carried.

5. Approval to pay bills as presented

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

6. Approval to pay IEPA Loans

Trustee Zar moved to approve the IEPA loan payment for the sixth payment for Loan #3, in the amount of \$48,955.94. Trustee Struthers seconded. The motion carried.

Treasurer, Steve Parker, proposed wiring the payment as opposed to regular mail due to the size of the checks. Trustee Collins and Struthers both signed the paperwork which will be signed each time a payment is due prior to the transfer.

7. Public input and Communications

Jim Mitchell, on behalf of Michael Embrey, asked questions regarding the cost of the District's previous treatment plant construction project, the cost of purchasing Hollister Avenue homes, what is the District's current expansion project and what is the cost to complete. Mike Holland stated that the District's Biosolids Rehabilitation Project was completed in 2012 and cost approximately \$19 Million. Mark Eddington stated that the District has spent approximately \$1.8 Million in property

acquisition over the past 2-3 years but that this amount also includes property that was acquired immediately north of the Hollister Avenue properties. Mark Eddington also responded stating there is a plan for construction of a new biological treatment facility but that this is not an expansion of the District's treatment capacity; rather it is a replacement of aging treatment processes that are not capable of meeting upcoming environmental regulations that the District is legally obligated to maintain. Trustee Collins stated that this project also will greatly increase the District's ability to treat excess flow wastewater that the District encounters during extreme wet weather events. Mark Eddington stated that the District has a tentative budget of \$40-45 million for this project, but that a better estimate will be coming in the future.

8. Treasurer's Report

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

9. District Dashboard

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.

10. FY 2014/15 Audit

Mark Eddington stated the annual public audit being performed by Sikich Associates is approximately 95% complete. He stated that it is moving forward and we are waiting for the analysis and final numbers for presentation to the Board of Trustees which should occur at the August meeting.

11. City of DeKalb Utility Billing IGA

Mark Eddington reported he is still waiting for a proposal from the City.

12. Cell Tower Site (South Slope)

Mark Eddington continues to negotiate with SBA to potentially lease a 100' x 100' portion of the South Slope Site that would be dedicated for a monopole cellular tower.

13. District Website

Mark Eddington presented the new District website. John Engstrom described the capabilities of the new website, also stating there are a few tweaks that need to be performed, but overall the website is functioning as expected.

14. Operator's Report

Steve Olsen reported the District had two Excess Flow events this past month. During clean up, staff discovered a separated grit removal pipe in the Headworks but has been unable to determine the extent of the damage due to limited visibility in the pipe due to the high water table. Trustee Collins requested that this item be resolved as soon as possible and remain on the agenda until it has been completed.

15. Catastrophic Water Loss Relief Requests

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

- Star Apartments, 1043 Aspen, Unit #4, \$652.80, due to a running toilet.
- Kenneth Hart, 3384 Basswood, \$244.80, due to the sump pump.

Trustee Zar seconded. The motion carried.

16. Annexations/Pre-annexations - None this month.

17. Plan Review

a. Sawyers Auto Demo

Mike Holland stated that a violation notice has been sent and KV & Sons responded giving no timeline as to when the work will begin. Therefore, consideration is being given to issue an Executive Order compelling the owner to complete the work in a given time prior or the District would pay to do the work and place a lien on the property. It was agreed to push forward with the violation notice and fines.

b. Christ Community Church (Irongate)

Mike Holland stated the connection fee has been determined and is waiting to be paid.

c. 3M (Project Black Bear)

Mike Holland stated this project is at the planning and zoning stage.

d. Anytime Fitness

Mike Holland met with the contractor and discussed the connection fee, which was paid.

18. Engineer's Report

a. Office and Control Building Lighting Improvements

Mike Holland stated that an Energy Audit that was performed last year recommended lighting improvements to improve energy use. The estimated upgrade cost is \$3,400, however utilizing an Illinois Clean Energy Community Foundation grant in the amount of \$1,413 provides an estimated payback of 2.5 years.

b. Dodge Addition I/I Reduction Pilot

Mike Holland stated that due to collection system commitments coupled with the excessive rain in June it has been difficult to provide the staffing resources necessary to continue progress with this project. Staff has contacted RJN Group to develop recommendations and an implementation plan for this area for a not to exceed amount of \$2,500.

c. Food Waste/Grease Receiving

Mike Holland stated that the electrical and control work is complete and the mixer for the TWAS/Grease Storage Tank is operational. On June 16th the District successfully received our first load of grease from All Around Pumping. We have received 9,000 gallons of grease total and now feel comfortable that we have the receiving process established. We will now be working towards finalizing the Hauled Waste Program to send out to other grease haulers.

d. Phase 1B Biological Improvements

Staff and B&W met with the IEPA on July 1st to discuss expected changes in the District's upcoming NPDES Permit. The District was informed that the next NPDES Permit would include a Phosphorus removal requirement and that a significant reduction in the ammonia limit will be imminent but may not be in place by April 2017 for the next renewal. This is consistent with the District's planning for the Phase 1B improvements. Mike Holland stated B&W is working on the project preliminary design report and cost estimate with the plan to present to staff by the end of the month.

19. Projects

a. Meadow Trails LS Improvements

Mike Holland reported that Buhr's Landscaping has completed the landscaping work. This project is now complete and final payment has been made in the amount of \$2,690. Mark Eddington stated that the insurance check has been received.

b. Centrifuge Feed Grinder

Mike Holland stated the grinder and associated piping has been installed and the electrical and controls work is complete. All that remains is start-up of the unit which will be next week.

c. Security Cameras

Mark Eddington stated that the Security Cameras work has been tabled for the time being while addressing other administrative items.

d. Sycamore Road Service Reconnections

Mike Holland stated the services on Sycamore Road tie into an 8" sewer that is not suitable for continued usage. Due to location conflicts it has been decided that pipe-bursting would be preferable to replace the sewer. Staff has performed field investigations to locate the services to be reconnected and plans and specs are being developed for bidding.

e. Headwork Rehabilitation

A purchase order has been issued to Vulcan Industries to provide the mechanical equipment for the rehabilitation of the bar screens. Staff will be soliciting proposals from contractors for the installation services.

20. New Business

Mark Eddington stated that the Cortland agreement signed in 2009 is coming to an end and Keith Foster will be looking into the formality of ending the agreement.

21. Executive Session

At 2:30 p.m., Trustee Collins moved to go into Executive Session to address property acquisition and personnel. Trustee Struthers seconded. The motion carried. The Board went into Executive Session.

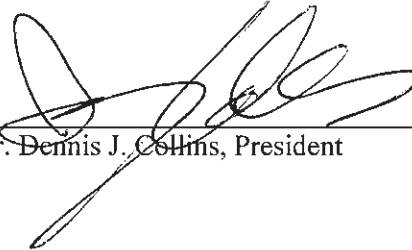
Trustee Collins moved to return from Executive Session at 2:38 pm. Trustee Zar seconded. The motion carried.

22. Property Acquisition – No action taken.

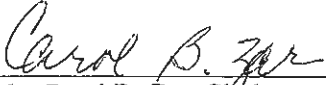
23. Personnel – No action taken.

24. Adjournment

Trustee Collins moved to adjourn the meeting. Trustee Struthers seconded. The motion carried. Meeting adjourned at 2:38 pm.



Dr. Dennis J. Collins, President



Ms. Carol B. 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 19th day of AUGUST, 2015.

SEAL



Carol B. Zar
Carol B. Zar, CLERK