Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday, July 17, 2019 – 12:00 PM

The July meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, July 17, 2019. In attendance were Trustees Dennis J. Collins, Timothy A. Struthers, Carol B. Zar, Attorney Keith Foster, District Manager Mark Eddington P.E., Operations Manager Steve Olsen, District Engineer/Assistant Manager Mike Holland, P.E., Staff Engineer Joe Kostecki, Assistant Operations Manager Jason Robbins, Administrative Assistant Tracy Zenkner and Derek Wold, P.E. of Baxter & Woodman.

1. **Call to Order**

President Collins called the meeting to order at 12:37 p.m.

2. **Approval of the July Agenda**

Trustee Zar moved approval of the July agenda. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

3. **Approval of June Meeting Minutes**

Trustee Struthers moved approval of the June Meeting Minutes. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

4. **Approval to pay bills as presented**

President Collins moved approval of payment of bills as presented. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

5. **Public Input and Communications**

Mark Eddington introduced Nick Newman, summer intern, Greg Cherry, Wastewater Operator, Barry Wolfe, resident at 1221 Sycamore Road and Lynette Spencer, Executive Director of Adventure Works.

Mr. Wolfe addressed the Board requesting the District's consideration forpurchasing his property at 1221 Sycamore Road. President Collins stated this will be taken under consideration and Mark Eddington will be contacting him.

Lynette Spencer questioned if the District purchased the Wolfe property, would it be possible for Adventure Works to lease the property as they already own the vacant lot between Adventure Works and 1221 Sycamore Road.

6. **Treasurer's Report**

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

the discussion regarding switching auditors for FY 2019/20 be kept on the August agenda.

7. **District Dashboards**

Mark Eddington discussed the District's "Dashboard" stating revenue is on track. Overtime has been low due to the recent dry weather.

Mike Holland reviewed the Hauled Waste "Dashboard" and stated this was another record breaking month for hauled waste.

8. **Operator's Report**

There was no Operator's Report.

9. **Electrical Aggregation**

Mark Eddington stated the 2 year purchasing contract the District currently has for electricity ends November 1st. Mark has been in contact with other providers to review new contract options.

10. **Catastrophic Water Loss Relief Requests**

There were no Catastrophic Water Loss Relief requests.

11. **Annexations/Pre-Annexations**

None.

12. **Plan Review**

Mike Holland discussed plan review projects over the past month.

13. **Engineer's Report**

a) Fairview Drive Sewer Extension

Mike Holland stated that a draft agreement for engineering costs and terms of service costs have been sent to Waste Managementfor review and consideration.

b) Malta and Kishwaukee College Sewer Extension

Mike Holland stated that Staff will begin work on the Loan Application in July. Baxter & Woodman has completed 60% design documents and a project update meeting was held with all parties on June 12th. B&W and Staff will be working on providing all parties with alternatives for splitting construction costs.

c) Greenwood Acres

DeKalb County has informed staff that 3 of the 5 homes connected to the illicit drain tile have been disconnected, with the 4th scheduled to be completed this month. The 5th home is currently

for sale.

d) Dodge I/I Reduction

Mike Holland stated that B&W has begun work for developing the next phase of I/I reduction/private service rehab in the Dodge area.

e) 2019 Spot Repair Project

Mike Holland stated that Staff has begun assembling locations for a 2019 Spot Repair Project, which would include the installation of a new sanitary sewer line behind Tapa La Lune/Sundog/Antique Treasures and has begun to prepare the bid package.

f) Solar Power Discussion

Mike Holland reviewed the anticipated electrical usage for existing and new buildings and introduced the concept of utilizing solar power generation at the District's treatment plant site where the trickling filters are currently located, as these won't have a future use. Following discussion, it was agreed upon by the Board that the concept appears to warrant further consideration but that they would like to be further along with the Phase 1B Improvements and startup of the new Combined Heat and Power (CHP) generator before staring another project.

14. <u>Projects</u>

a) Phase 1B Biological Improvements

Mike Holland stated Williams Brothers is nearing completion of concrete work for the Anaerobic Tanks, Aeration Basins and Hauled Waste Receiving Station and has begun masonry work for the Maintenance Center. Equipment installation and startups are beginning to be scheduled.

Mike Holland stated, Disbursement Request No. 23 in the amount of $881,733.14, for WBCI Payment Request No. 22 and B&W engineering, has been submitted to the IEPA. WBCI Payment Request No. 22 for $841,946.89 has been reviewed and is recommended for payment, pending receipt of lien waivers. President Collins moved approval of Payment Request No. 22 in the amount of $841,946.89. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

Mike Holland stated that $345,750 currently remains in the project to address Change Orders. Mike Holland reviewed the cost of the known Change Order items to date, which leaves $285,322 remaining for future change items. Mike identified two Change Order items for discussion, which are not required but are recommended. The Electrical Building to Sludge Handling Building Ductbank would be to install a ductbank now, for an additional cost of $85,000 to allow the Sludge Handling to be powered by the current or potential future 2nd CHP unit. Staff does believe that a 2nd CHP unit is viable in the future. The idea would be to do this work now, rather than after the site is restored to avoid the additional cost for pavement patching. Additionally, all of the new buildings currently only have concrete floors, which are

susceptible to staining and not as easily cleaned. Mike Holland stated that epoxy flooring could be provided for an additional cost of $94,000, which Staff recommends. President Collins moved to authorize Staff to authorize Williams Brothers to proceed with the ductbank and floor work for inclusion in a future change order. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

15. New Business

Mark Eddington requested input from the Board and Staff regarding the future of the old administration building.

16. Adjournment

President Collins moved to adjourn the meeting at 2:58 p.m. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed. Meeting adjourned at 2:58 p.m.

Dr. Dennis J. Collins, President

Carol B. Zar

Carol B. Zar, Clerk

CERTIFICATION

I, Carol B. Zar, the clerk of the Kishwaukee Water Reclamation 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, Kishwaukee Water Reclamation District, at a meeting duly convened this 21ST day of AUGUST, 2019.

SEAL

KISHWAUKEE WATER RECLAMATION DISTRICT
DEKALB COUNTY, IL
CORPORATE
SEAL

Carol B. Zar

Carol B. Zar, CLERK