

DeKalb Sanitary District
Wednesday, June 25, 2014
Board Meeting Minutes

The June meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at noon on Wednesday, June 25, 2014. In attendance were Trustees Dennis J. Collins, Timothy A. 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, Assistant Manager, Engineering Mike Holland P.E., Scott Trotter P.E. and Chris Marschanke of Trotter and Associates, Steve Parker Accounting Consultant and District Wastewater Operator Ben Meier.

President of the Board Collins called the meeting to order.

Trustee Struthers moved approval of the June agenda, Trustee Collins seconded. The motion carried.

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

Trustee Collins moved approval to transfer funds:

\$175,000.00 to the O & M Fund for Operations from the Revenue Account

\$ 11,220.03 to the O & M Fund from the Dedicated Tax - IMRF Account

\$ 4,997.31 to the O & M Fund from the Dedicated Tax - FICA Account

Trustee Struthers seconded. The motion carried.

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

Trustee Collins moved to approve EPA payment #5 on Loan #1 in the amount of \$384,615.38. Trustee Struthers seconded. The motion carried.

Trustee Collins moved to approve EPA payment #4 on Loan #2 in the amount of \$87,622.58. Trustee Struthers seconded. The motion carried.

During Public Input and Communications, Mark Eddington introduced District employee Ben Meier, Wastewater Operator.

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

Mark Eddington informed the Board that the District received its TIF surplus check in the amount of \$27,272.15.

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

Mark Eddington informed the Board that Sikich performed their annual audit at the District the week of June 16th.

Mark Eddington advised that the City of DeKalb is still working to reconcile their utility billing discrepancies and has engaged Sikich to provide an audit of the utility billing accounting. He informed that the District's final audit numbers cannot be completed until this matter is resolved and hopes it will be completed by next month. He also gave an update on the City of DeKalb's building inspections. He reported that he had met with the City's Director of Public Works, Engineer, and a consultant from SafeBuilt that will be in charge of building inspections on a temporary basis (until the City is able to go out for RFP's for a permanent consulting agreement. The Board expressed concern that the inspections the City is obligated to perform on District's behalf per the IGA are not sufficiently occurring. Mark also expressed concern and has directed District Staff to be diligent towards reporting any new construction/rehab/demolition that is noted throughout the collection system.

The public hearing on the District proposed 2014-2015 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 Collins moved to close the public hearing. Trustee Zar seconded, motion carried. Trustee Collins closed the hearing.

Trustee Zar moved and Trustee Struthers seconded approval of Ordinance #554, "AN ORDINANCE MAKING APPROPRIATION FOR CORPORATE PURPOSES OF THE DEKALB SANITARY DISTRICT FOR THE FISCAL YEAR OF SAID DISTRICT, FROM MAY 1, 2014 TO APRIL 30, 2015, INCLUSIVE." Motion carried.

Trustee Collins moved approval of the annual Prevailing Wages Ordinance #555 for fiscal year 2014-2015. Trustee Zar seconded. The motion carried.

Trustee Collins moved approval of the purchase of a District pickup truck not to exceed \$25,000.00. Trustee Struthers seconded. The motion carried.

Trustee Collins moved to approve the purchase of a new generator day tank in an amount not to exceed \$33,750.00. Trustee Struthers seconded. The motion carried.

Mark discussed SB-3507 putting a cap on connection fees POTW's can charge new users and drafting a letter to the governor on the subject. Attorney Foster noted that the Bill was drafted in a fashion that did not impact Sanitary District's explicitly but all noted that the impact of such a law could negatively impact the District and the DeKalb Community. Mark stated that he would be drafting a letter to the Governor urging him to veto SB-3507.

Steve Olsen gave the Operator's Report and informed the Board that one of the large raw pumps and a pump at the Lion's Park lift station are going in for rebuilds.

Keith Foster's office is reviewing the Sewer Use Ordinance / Pretreatment Ordinance and will be meeting with Mark Eddington and Mike Holland to discuss further.

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

- Paul Sauser of 1001 Spiros #2, \$403.00 loss due to running toilet.
- Raymonda Naaman 617 N Annie Glidden, \$178.75 due to pipe bursting.

Trustee Zar seconded. Motion carried.

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

In plan review, Mark Eddington informed the Board that a developer is looking at the Thermashell property next to the District's sludge storage facility and possible roadway changes were discussed. The Board expressed concern with any type of shared road agreement but was interested in cooperating with the developer and City to ultimately seek to dedicate the drive to the public.

Mike Holland advised that Jim Mason is working on getting an IEPA permit for the DeKalb FEC and Laundromat and discussion continues regarding grease trap requirements.

Mike Holland supplied the Engineer's Report. Mike advised as a result of the Biodisc building's structural assessment, noting that there will be some structural modifications to be made as well as protective painting of the existing structural steel.

An agreement with RJN Group has been signed to provide smoke testing for Dodge Addition I/I Removal Pilot and work will begin this summer.

An agreement with Baxter & Woodman has been signed for the Grease Receiving Improvements and they are working on preliminary drawings for discussion at a July meeting.

The Phase 1B Concept Report and Facility Plan Update has been finalized and Trotter & Associates is working on an the Phase 1B engineering design approach for the District's consideration. The Board is seeking a presentation from TAI at the July Board Meeting to close this item.

Trustee Collins moved approval to purchase a solids meter for \$21,270.00. Trustee Zar seconded. The motion carried.

Under projects, Mike Holland advised that the District has been in discussion with the City of DeKalb for the Meadow Trails Lift Station fencing. The Board expressed its frustration with the process and the length of time the request for a building permit to construct a fence around the facility has taken. The Board advised the District submit its recommendation to the Planning Commission.

The Manhole Rehabilitation Project has been completed other than a couple of leaks that are being fixed.

Redzone has begun work on the Sewer System Televising Program. Mark Eddington stated they have requested a second payment but that he will not be processing anything until more work has been completed.

The Spot Repair Project should be going out to bid by the end of the month.

The District is working with Walker Process on measurements for the replacement of Primary Clarifier #4 and will be getting quotes for the installation once a delivery schedule is provided.

The equipment has arrived for the secured document archive area in the old GBT building and construction should begin within the next month.

Under new business, the District has received a quote from Steve Irving

for the remodeling of the restroom in the Control Building. The District is seeking second quote.


Trustee Collins moved to go into Executive Session to address property acquisition, collective bargaining agreement, and personnel. Trustee Zar seconded.

The motion carried. The Board went into Executive Session.

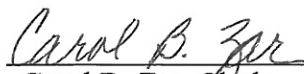
The Board returned from Executive Session and took no action.

Trustee Struthers made a motion to adjourn the meeting. Trustee Zar seconded the motion.

The motion carried and the meeting was adjourned.



Dennis J. Collins, President



Carol B. Zar, Clerk