

DeKalb Sanitary District  
March 15, 2011  
Board Meeting Minutes

The March meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at 4 p.m. on Tuesday, March 15, 2011. In attendance were Trustees Collins, Struthers and Zar, District Manager Mark Eddington, P.E., Assistant Manager Administration Janice Tripp, Operations Manager Steve Olsen, Secretary Betty Jones, and operations representative Steve Hiatt. Keith Foster, Attorney for the District, Wayne Fesler, Treasurer, Scott Trotter, P.E., and Mike Holland, P.E. also attended. Trustee Struthers stated he would have to leave the meeting at 6 p.m. for a previously scheduled meeting.

President of the Board Collins called the meeting to order.

Trustee Zar moved approval of the March agenda. Trustee Collins seconded. Motion carried.

Trustee Collins moved approval of the February 16, 2011 regular meeting minutes. Trustee Zar seconded. Motion carried.

Trustee Collins moved approval of the March 11, 2011 workshop meeting on the Five Year Plan. Trustee Zar seconded. Motion carried.

Trustee Struthers moved to approve the transfer of:

- \$ 300,000.00 from the Revenue Fund to the O & M Fund
- \$ 9,246.92 from the Dedicated Tax IMRF Fund to the O & M Fund
- \$ 5,389.04 from the Dedicated Tax FICA Fund to the O & M Fund
- \$ 196,000.00 from the Dedicated Tax Corporate Fund to the O & M Fund
- \$ 36,382.20 from the Bio Solids and Country club Account to the Revenue Account for engineering

Trustee Zar seconded. Motion carried.

Trustee Collins moved to approve the payment of bills as presented. Trustee Zar seconded. Motion carried.

During Public input and Communications, Mark Eddington introduced Steve Hiatt who was attending the meeting as operations representative, and described his role as JULIE locator for the District. Although they were not present, the Board offered congratulations to Dennis Haile for achieving Class 2 Wastewater Treatment Operator certification and to Chris Stika for achieving Class 3 Wastewater Treatment Operator certification. They will receive monetary awards as per the District policy.

Although adjustment of the April 2011 meeting time and date had previously been discussed, it was decided to leave it at the regular date and time of noon on April 20, 2011, the third Wednesday in April.

Treasurer Fesler gave the Treasurer's Report and discussed interest rates and investments with the Trustees.

Janice Tripp, Assistant Manager Administration reviewed the Preliminary Budget for Fiscal Year 2011/2012 with input from Mark Eddington, District Manager and Steve Olsen, Operations Manager.

Trustee Collins moved to approve the District's Five-Year Plan. Trustee Struthers seconded. Motion carried. Mark Eddington, P.E. affirmed Trustee Zar's role in helping him, District staff and the Board develop the plan, and he and the Board thanked her.

There had been no requests for annexation or pre-annexation this month.

Mark Eddington's work on the intergovernmental agreement with the City of DeKalb about utility billing is continuing.

The District has been informed by third parties that the Town of Cortland plans to use City of DeKalb land that lies within the District's Facilities Planning Area for the land application of effluent. They had not approached the District about this. Trustee Collins had issued an invitation for Town of Cortland officials to attend today's meeting to discuss it, but a Cortland representative declined that alternative on behalf of the Mayor and requested a private meeting between the Mayor and Trustee Collins instead.

The District continues to await USEPA review of its proposed Pretreatment Ordinance, which was prepared for it by McMahan Associates. McMahan Associates has also prepared a proposed User Ordinance to replace Ordinance #259 and its amendments, but that cannot happen until the Pretreatment Ordinance (which was previously part of the User Ordinance) has been approved and passed as a separate ordinance. Mark has called the USEPA to see what progress is being made, but received no call back.

Voorhees Associates is screening applicants for the HR/Assistant to the District Manager position.

Mark Eddington said that after consideration, he and Steve Olsen had decided it was not in the District's best interests to enter into a Demand Response Energy Curtailment Program agreement because the District expense to set up for the program would nullify any savings.

After discussion about Mark's meeting with Lisa F. Sharp of Sharp Architects LLC, DeKalb, Trustee Zar moved to enter into a contract with that firm for an Architectural Needs Assessment on an Administrative building at the front of the District's property. Trustee Struthers seconded. Motion carried.

There were no Catastrophic Water Loss Relief Requests this month.

In Plan Review, Mark said that we are still waiting for Northern Illinois University to return the signed intergovernmental agreement that NIU would remove the pedestrian bridge if work on the interceptor sewer under it ever becomes necessary. He said Northern Illinois University's West Campus Expansion Project, which does call for a significant amount of sewer to be installed, will start construction in May.

The proposed site for a new CVS Pharmacy would be on top of an existing sewer, and Mark described alternative configurations. The developer will be required to relocate the sewer if the proposed site is to be used.

Mark reviewed preliminary plans for a NB&T bank on West Lincoln Highway. Because the location is different than originally proposed, the previously discussed sewer configuration will have to be changed.

Scott Trotter supplied the Engineer's Report in writing. The Trustees requested clarification about the presentation of the remaining project cost and remaining loan money, and Scott agreed to adjust the format in next month's report.

Trustee Struthers left the meeting at this point.

Mark Eddington said he would like to budget for contracting with Trotter & Associates for a Facility Plan Update in the next fiscal year.

Scott Trotter and Mike Holland reviewed the IEPA Low-Interest Loan/Grant status. The District has received approval of an additional IEPA loan for excess biosolids project costs and sludge thickening system in the amount of \$4,060,796.00 with 25% debt forgiveness and 1.25% interest on the remainder.

On the Biosolids Rehabilitation and Improvements Project, Williams Brothers has agreed to compensate the District for additional costs incurred to dewater sludge so that Stewart Spreading could haul it at once to avoid an IEPA violation. They continue to work towards startup of the District's new Sludge Handling Building, and have begun site preparation at the Sludge Storage Barn site. Trustee Collins moved to approve Pay Request #15 for #316,288.73 contingent upon receipt of Loan Disbursement #16. Trustee Zar seconded. Motion carried.

Country Club Lift Station Project work is on hold until spring when landscaping can be finished. Williams Brothers did not submit a pay request on this project this month. Steve Olsen says the equipment is working well so far.

The 332 Greenwood North project is still on hold due to ground conditions. Mark said that a televising of the sewer showed that the District can afford to wait, although completing the project would be the best thing.

Plans for the Tertiary Filter Rehabilitation Project have been completed and the project is ready to be advertised for bid. Trustee Collins moved to approve advertising for bids. Trustee Zar seconded. Motion carried.

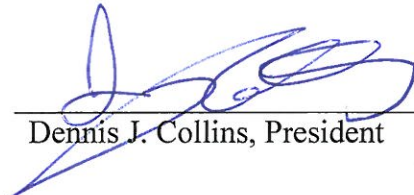
Mark and DeKalb Sanitary District staff met with Andy Zaletel, Baxter & Woodman GIS Department Manager and reviewed his initial draft. Mark is in the process of suggesting adjustments to the plan. Mr. Zaletel will attend the April meeting to give a brief presentation to the Board.

There was no New Business.

Trustee Collins moved to go into Executive Session to address personnel issues. Trustee Zar seconded, and the motion carried. The Board went into Executive Session.

After the Board returned from Executive Session, Trustee Collins moved to adjourn the meeting. Trustee Zar seconded. Motion carried.

President of the Board Collins adjourned the meeting.



Dennis J. Collins, President



Carol B. Zar, Clerk