

DeKalb Sanitary District
March 14, 2012
Board Meeting Minutes

The March meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at noon on Wednesday, March 14, 2012. In attendance were Trustee President Dr. Dennis J. Collins, Trustee Vice President Timothy A. Struthers, Trustee Clerk Carol B. Zar, District Manager Mark Eddington, Operations Manager Steve Olsen, Assistant to the Manager/H.R. Diana Foust and Secretary Betty Jones. Attorney Keith Foster and Engineer Mike Holland also attended. John Engstrom from DSD, Andy Zaletel and Jean Johannes of Baxter & Woodman, and Jim Gurgonia of W. A. Randolph Construction and Brad Prishman of V3 Companies attended for portions of the meeting.

President Collins called the meeting to order.

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

The minutes of the February 2012 meeting of the Board of Trustees were approved in a motion made by Trustee Zar and seconded by Trustee Struthers and carried.

The transfer of:

\$ 11,380.79 from the Dedicated Tax IMRF Fund to the O & M Fund

\$ 5,835.09 from the Dedicated Tax FICA Fund to the O & M Fund

\$248,000.00 from the Corporate to the O & M Fund

\$ 30,000.00 from the O & M to the Payroll Fund

\$200,000.00 from the Revenue to the EPA Replacement Fund

was approved in a motion made by Trustee Collins and seconded by Trustee Struthers and carried.

Trustee Struthers made a motion to approve bills as presented. Trustee Zar seconded. Motion carried.

No one was present for Public Input and Communications, but Mark asked that review of the GIS Project be moved forward in the meeting. Andy Zaletel discussed the components of the District's GIS system that have been completed, and John Engstrom of DSD demonstrated the system.

In Treasurer Jan Tripp's absence, Mark Eddington reviewed investments and the financial reports with the Trustees.

The draft Budget for Fiscal Year 2012 to 2013 was reviewed and discussed as well as the Board's preferences about budget and financial reporting. The Board requested more information about Revenues.

Discussion of recruitment for the Assistant to the Manager/Finance position was deferred to executive session.

Mark presented the cost information received on major medical insurance. Since nothing presented would present a significant savings, the Board decided not to change at this time but to continue exploring options.

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

In Plan Review, Brad Prishman of V3 Companies presented proposed building plans for the CVS development. Although CVS has an existing agreement with the District to construct a temporary sewer around the building if they decide to proceed with construction before obtaining the IDOT permissions necessary to complete the permanent sewer routing, he asked the Board to allow construction to continue on top of the public sewer. The Board voiced their support for the success of the project, but declined to rescind the existing agreement.

Mark is working with the City of DeKalb on planning for the NB&T development. The development agreement is in place.

There has been no news on the potential DeKalb Business Center / Park 88 south project.

The land plan for the DeKalb Police Department development was received. The Board said their requirements will stand as stated in the last meeting.

Mark informed the Trustees about a proposed development of 801 Normal Road.

There was nothing new on a City of DeKalb/DeKalb Sanitary District South Slope agreement.

The Board asked Attorney Keith Foster to send a letter to the Town of Cortland reminding them of their responsibility under the emergency treatment agreement they proposed but did not complete.

The District continues to await USEPA review of its proposed Pretreatment Ordinance, which was prepared for it by McMahon Associates. McMahon 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.

The Illinois Environmental Protection Agency has granted the DeKalb Sanitary District a provisional variance from its NPDES permit conditions to complete necessary repairs to the rotary distributor of the No. 2 trickling filter.

Trustee Collins moved and Trustee Struthers seconded Steve Olsen's purchase of a Raw Sewage Pump Rebuild from Flygt at the lowest quoted price of \$7,400.00. The motion carried.

Trustee Collins moved to approve Steve's request to have Standard Equipment perform Vactor Truck Maintenance at a quoted cost of \$22,236.96. Trustee Zar seconded. Motion carried.

Trustee Zar moved to approve the Catastrophic Loss Request of Helen Yusanas of 4162 North Fifth Street for \$130.34 lost due to two toilets running. The request did meet City of DeKalb/District policy conditions. Trustee Struthers seconded. Motion carried.

Mike Holland, P.E. submitted the Engineer's Report in writing. He deferred discussion of other items until the individual agenda items except to discuss possible phosphorus and nitrogen limit additions to the NPDES Permit.

Mark had nothing new to discuss on the SCADA Improvements Project.

Mark said flow meters have been ordered as authorized by the Board last month, and the District is hoping to begin flow monitoring for the Infiltration and Inflow Removal Dodge Addition (Sub-Basin 6) Project in April.

Trotter & Associates have met with District staff to review the 2007 Facility Plan Update and begin work on a 2012 update. The new FPU will include work completed within the last five years and a collection system maintenance program.

Mike Holland supplied a review of the IEPA loan money received for the Biosolids Rehabilitation and Improvements project. Trustee Collins moved and Trustee Struthers seconded approval for Loan #2 Disbursement Request #11. The motion carried. Because engineering costs for the project were not specifically mentioned in the Loan #2 documents, an amendment request to include them was submitted. The final completion date was not met, but because the remaining work is weather dependent, liquidated damages are not being assessed yet.

The Country Club Lift Station Project has been completed. A grating issue is being addressed as warranty work.

Madison Construction has completed masonry work on the Tertiary Filter Rehabilitation Project and has been working on interior painting, electrical plumbing and HVAC. Trotter & Associates have investigated the efficacy of the non-potable water system as bid and determined that the specifications will provide enough capacity to meet the District's demands. Trustee Collins moved to approve change Order #4 for an additional \$17,549.00 for fiberglass HVAC supports, screw pump roof panel modifications, miscellaneous electrical modifications, and replacement and rerouting of the existing electrical service conduit which has been allowing water to enter the building, as well as a 30 day time extension. Trustee Struthers seconded. Motion carried. Trustee Struthers moved to approve Pay Request #5 in the amount of \$160,452.69 contingent upon receipt of Loan Disbursement #6. Trustee Collins seconded, and the motion carried.

The GIS Project was reviewed above. Mark said that a wide bed plotter/scanner had been budgeted in Fiscal Year 2011 to 2012 and that quotes are being sought.

The Intermediate Pump Lift Station Rehabilitation Project is on hold while repairs are being made on one of the pumps. It is hoped that this will be an indicator of the condition of all of the pumps and that determination about how to proceed with the remaining pumps can follow. After Steve Olsen reviewed the quotes received with the Trustees, Trustee Collins moved and Trustee Zar seconded contracting for the repairs from HydroAire at a quoted price of \$20,429.00. The motion carried.

Trotter & Associates have provided the Trustees with several alternative approaches and estimated costs for the removal of the Heatherstone lift Station (which was intended to be temporary when constructed) and the rehabilitation of Meadow Trails Lift Station using some of the reclaimed equipment.

In New Business, Mark and Diana updated the Trustees on the Direct Deposit system. The Trustees told them to go ahead with the initial payroll themselves with Diana submitting payroll and Mark doing review and approval, and wait until later to set up the Trustee review process.

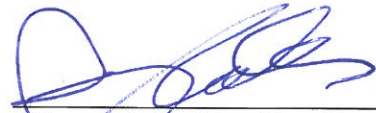
Trustee Collins moved to go into Executive Session to address personnel issues and litigation and for review of executive session minutes. Trustee Struthers seconded, and the motion carried.

The Board went into Executive Session.

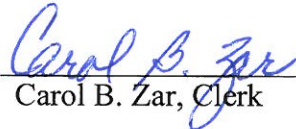
Upon their return from executive session, the Trustees considered the results of the Assistant to Manager/Finance search, and asked Mark to contact Voorhees Associates LLC of Deerfield, Illinois to set up a search.

Trustee Collins moved and Trustee Struthers seconded adjournment of the meeting. Motion carried.

President of the Board Collins adjourned the meeting.



Dennis J. Collins, President



Carol B. Zar, Clerk