

DeKalb Sanitary District
Wednesday, March 13, 2013
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 13, 2013. In attendance were Trustees Dennis J. Collins, Tim Struthers and Carol B. Zar, Treasurer Janice Tripp, Attorney Keith Foster, District Manager Mark Eddington, Operations Manager Steve Olsen, Human Resources Manager Diana Foust, and Finance Director David Storey attended.

President of the Board Dennis Collins called the meeting to order.

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

The February Meeting Minutes were approved in a motion made by Trustee Zar, seconded by Trustee Collins and carried.

Trustee Struthers moved approval of the amended transfer funds:

- \$ 236,617.26 to the O & M Fund for Operations from the Revenue Fund
- \$ 15,822.26 to the O & M Fund from the Dedicated Tax - IMRF Account
- \$ 8,467.88 to the O & M Fund from the Dedicated Tax - FICA Account
- \$14,175.00 to the O&M Fund for annual audit expense from the Dedicated Tax-Audit Account
- \$535,000.00 to the Revolving Loan Fund for IEPA loan repayments from the Revenue Fund.

Trustee Collins seconded; the motion carried.

Trustee Collins moved to pay bills as presented pending one personnel-related check to be discussed in executive session. Trustee Struthers seconded. The motion carried.

During Public Input and Communications, Mark Eddington introduced Chris Marschinke from Trotter & Associates.

Janice Tripp gave the Treasurer's Report and discussed investments coming due and the reinvestment of funds.

The Board discussed the District applying for a Farm & Fleet credit card. The Board decided to allow operators to use one of the District's Visa credit cards for these purchases.

Mark Eddington updated the Board on options regarding the IMRF unfunded liability and a recent seminar attended addressing this. The newest information will be available to the District in April.

David Storey reviewed the draft budget for FY-13/14 receiving input from the Board of Trustees. David will present a tentative budget at the April meeting.

Trustee Struthers motioned to close the District's EPA Replacement Account, transferring the money to the District's Capital Account and amend the transfers previously approved to include a \$200,000 transfer to the Capital Account and continue to annually fund the Capital Account with a pre-determined amount.

Dave Storey informed the Board that the District would be closing the Flexible Spending bank account now that the District has moved to Health Savings Accounts.

No annexations or pre-annexations.

Trustee Zar amended the District's Mission Statement for updating in the Employee Handbook.

There were no plans for review this month.

Nothing new on McMahon's work on the District's Pretreatment Program or the updated User Ordinance.

The District's animal control issue has been resolved.

There were no catastrophic water loss relief requests this month.

Scott Trotter supplied the written Engineer's Report and deferred discussion of said items until the individual agenda items under "Projects". Scott introduced Chris Marschinke of Trotter & Associates who will be taking over the responsibilities vacated by Mike Holland.

Mark Eddington gave an update on the progress of the SCADA Improvements Project. The on-call employee is now emailing management regarding any occurrences while they are on-call. Management is also able to check a log of calls coming into the on-call cellular phone.

Mark announced that the Biosolids Improvement Project received the APWA project of the year award for the Chicago metropolitan area. The District will receive the award at a ceremony on April 4th.

An Open House at the Sanitary District will be scheduled on a Friday afternoon in late June.

Scott Trotter presented a Facilities Plan to the Board of Trustees.

Madison Construction is working to pay sub-contractors for the Tertiary Filter Rehabilitation Project. The District is going to issue payment to Madison Construction less any liens and any liquidated damages incurred by the District since December 1, 2012.

The Intermediate Lift Station Pump rehab is ongoing and completion is anticipated mid/late April.

Meadow Trails Lift Station Improvement Project is out to bid, bids will be opened April 10th.

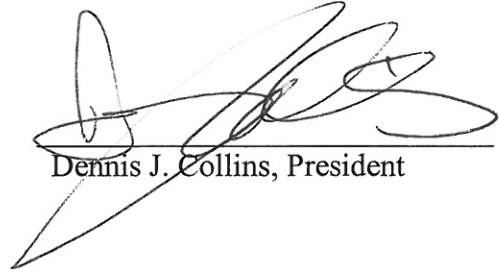
New Business – Mark Eddington reported the painter who worked on the Headworks building this fall will be correcting the issues with the peeling paint.

A GIS work order with B&W for \$30,000 will be submitted for approval next month.

Trustee Collins made a motion to go into Executive Session to discuss personnel and property acquisition. Trustee Struthers seconded. The motion carried. The Board went into Executive Session.

After the Board returned from Executive Session, Trustee Collins made a motion consistent with discussion in Executive Session regarding the reimbursement of dental expenses to an employee. Trustee Zar seconded. Motion carried.

Trustee Struthers moved to adjourn, Trustee Collins seconded. Motion carried.



Dennis J. Collins, President



Carol B. Zar, Clerk