

DeKalb Sanitary District  
Wednesday, March 12, 2014  
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 12, 2014. In attendance were Trustees Dennis J. Collins 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. and Chris Marschanke, P.E. of Trotter and Associates. Derek Wold and Amanda Poole from Baxter & Woodman also attended for a portion of the meeting.

President of the Board Collins called the meeting to order.

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

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

Trustee Struthers moved approval to transfer funds:

\$210,000.00 to the O & M Fund for Operations from the Revenue Account

\$ 6,262.96 to the O & M Fund from the Dedicated Tax - IMRF Account

\$ 2,704.11 to the O & M Fund from the Dedicated Tax - FICA Account

\$0.00 to O&M Fund from the Dedicated Tax-Audit Account

Trustee Zar seconded. The motion carried.

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

During Public Input and Communications, Mark Eddington welcomed Derek Wold and Amanda Poole of Baxter & Woodman. Mark also introduced District employee John Engstrom, GIS Technician/Wastewater Operator.

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

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

Mark Eddington advised that the District is still waiting to hear from the City regarding the reconciling of the utility billing.

A Fiscal 14/15 draft budget was presented to the Board and discussed. An updated draft will be presented at the April meeting and will reflect the Board's comments relating to format

Trustee Collins moved approval to continue with the Industrial Appraisal Company for the District's industrial appraisal. Trustee Struthers seconded. The motion carried.

Steve Olsen gave the Operator's Report updating the Board of the rebuild of the service lateral blockage and the dump truck repair. The Board gave authorization to repair or replace the screenings compactor in the Headworks in a motion made by Trustee Collins. Trustee Struthers seconded. The motion carried.

Work continues to progress on the District's Sewer User Ordinance / Pretreatment Ordinance.

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

- Sean Johnson of 2253 Eve's Circle West, \$203.55 loss due to running toilet.
- Star Properties of 895 Pappas Dr. #1., \$619.50 loss due to running toilet.

Trustee Zar seconded. Motion carried.

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

There are no items under procurement this month.

In plan review, Mike Holland advised no updates regarding Kishwaukee Hospital Fitness Center or Greenwood Acres Retirement Center. Mike advised that Fatty's is discussing building an additional room onto the backside of their building.

Mike Holland supplied the Engineer's Report. Mike advised that the District is currently waiting for the Biodisc building's structural

assessment. The Sump Pump Inspection Program will be getting underway as the weather improves this spring.

Derek Wold and Amanda Poole of Baxter & Woodman presented options to the Board regarding food waste/grease receiving. Trustee Struthers offered to reach out to NIU to gauge interest in a potential DSD/NIU initiative to convert food waste to biogas.

The Peracetic Acid Disinfection Pilot will be continued through the end of April and the technology is effective. Further consideration will be given to possibly continue the Pilot through the end of October.

Strand Associates has been working with staff on the Third Party Review of the Phase 1B Concept Plan & Facility Plan and is expected to present to the Board at the April meeting.

Under projects, the Meadow Trails Lift Station Improvements are complete other than the fencing. Staff is considering fencing options that are mutually agreeable to the neighbors adjacent to the installation.

The new clarifier equipment for clarifier #2 is ready for delivery but cannot be installed until the weather improves.

The Manhole Rehabilitation Project should begin in April.

Michels Corporation is expected to begin work on the Sewer Lining Project the week of March 17.

A kickoff meeting with Redzone for the SSES Program is scheduled in early April.

There is no new business this month.

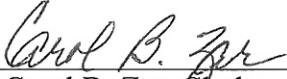
Trustee Collins moved to go into Executive Session to address personnel and property acquisition. Trustee Zar seconded. The motion carried. The Board went into Executive Session.

The Board returned from executive session. Mark Eddington was authorized proceed with the personnel decision that was discussed in executive session.

Trustee Zar motioned to adjourn and Trustee Struthers seconded the motion. Motion to adjourn was passed.

---

Dennis J. Collins, President

  
\_\_\_\_\_  
Carol B. Zar, Clerk