

DeKalb Sanitary District
Wednesday, May 21, 2014
Board Meeting Minutes

The May meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at noon on Wednesday, May 21, 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., Scott Trotter P.E. of Trotter and Associates and District Wastewater Operator Jamie Cochrane. Katie Dahlstrom of the DeKalb Chronicle attended a portion of the meeting.

President of the Board Collins called the meeting to order.

Trustee Collins moved approval of the May agenda, Trustee Zar seconded. The motion carried.

Trustee Collins moved approval of the April meeting minutes with the deletion of Section E of the District's Depository Limits. Trustee Zar seconded. The motion carried.

Trustee Zar moved approval to transfer funds:
\$265,000.00 to the O & M Fund for Operations from the Revenue Account
\$ 10,933.47 to the O & M Fund from the Dedicated Tax - IMRF Account
\$ 4,628.20 to the O & M Fund from the Dedicated Tax - FICA Account

Trustee Collins seconded. The motion carried.

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

During Public Input and Communications, Mark Eddington welcomed Katie Dahlstrom from the Daily Chronicle. Mark also introduced District employee Jamie Cochrane, Wastewater Operator and Gabrielle Levato, Engineering Intern.

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

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 advised that the District recently received a reconciliation report of the utility billing from the City of DeKalb and is working to interpret the report.

Trustee Collins moved approval of the tentative Fiscal 14/15 budget and to schedule the public hearing at 1 pm on Wednesday, June 25, 2014 at the District offices at 303 Hollister Avenue, DeKalb, Illinois. Trustee Zar seconded. The motion carried.

Steve Olsen gave the Operator's Report updating the Board of the completion of screenings compactor rebuild and chemical vendor bids for the new fiscal year.

Work continues to be done on the District's Sewer User Ordinance / Pretreatment Ordinance and a draft will be submitted to Keith Foster for review this next month.

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

- John Hale of 530 Grove St, \$177.00 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 that the District is reviewing plan for DeKalb FEC and Laundromat and will be asking for modifications to their proposed grease trap and sanitary sewer layout.

Mike Holland supplied the Engineer's Report. Mike advised a formal report for the Biodisc building's structural assessment will be coming soon. Proposals for smoke testing for the Dodge Addition I/I Removal Pilot have been received. Trustee Collins authorized the execution of an engineering agreement in an amount of up to \$15,000.00 to perform this work. Trustee Zar seconded. The motion carried.

Trustee Zar moved approval to enter into an agreement with Baxter & Woodman for the design engineering services associated with the Grease

Receiving Modifications. Trustee Collins seconded. The motion carried.

Mike advised that the District discontinued the Peracetic Acid Disinfection Pilot due to operational concerns with the tertiary filter. The District is waiting to hear from FMC as they expressed interest in continuing with the pilot.

Trustee Collins moved approval to execute an agreement with Trotter and Associates for additional engineering to complete the Phase 1B Concept Plan based on District modifications in the amount of \$6,000.00. Trustee Zar seconded. The motion carried.

Trustee Collins moved to approve an agreement with Baxter & Woodman to continue our annual GIS Services Agreement in the amount of \$30,000.00. Trustee Zar Seconded. The motion carried.

Under projects, Mike Holland advised that the District is waiting on the building permit from the City of DeKalb for the Meadow Trails Lift Station fencing. Trustee Collins expressed concern that the fence has yet to be constructed. Mike Holland explained that he reached out to the City's Building Department inquiring whether a special use permit would be required for a security/screening fence around the lift station. Mike was informed by the Public Works Director (TJ Moore) that the fence permit could be issued "administratively" if the neighbors agreed on the type and aesthetics. Mike continued that he met with the affected neighbors and all parties reached consensus that a 7' board on board fence with a gate facing the street would be acceptable. This plan was submitted to the Public Works Director in April and the District would be following up on its status.

Trustee Collins expressed concerns relating to the building inspections that the City is required to provide for the District as included in the 2011 Intergovernmental Agreement. Mark Eddington said that a meeting has been scheduled with the Public Works Director, the City Engineer, and the City's building inspection consultant (Safebuilt) and that further information would be available at next month's meeting.

The Manhole Rehabilitation Project should begin by the end of the month.

The Sewer Lining Project is complete and final payment has been made.

RedZone Robotics is scheduled to begin the SSES of all sewers 12" in diameter and smaller on the week of May 26. They plan on working two weeks on and two weeks off for the next 14 months or until the project is completed.

The Board authorized the District advertise for bids for the 2014 Spot Repair Project.

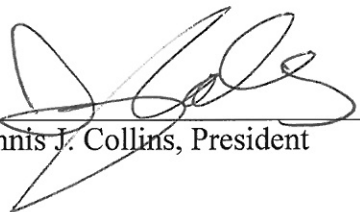
Trustee Collins moved for approval of a purchase order (to Walker Process) for the replacement of Clarifier #4 up to the amount of \$135,000.00. Trustee Zar seconded. The motion carried.

Trustee Zar moved to approve up to \$12,000.00 for the construction of a secured document archive area in the old GBT building. Trustee Collins seconded. The motion carried.


Under new business, the Board reached a consensus for the District to move forward with the sale of an old generator for \$1,800.00 to the Village of Shabbona. The Board also reached a consensus to start replacing District pickup trucks.

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. Trustee Collins moved to adjourn the meeting. Trustee Zar seconded the motion. The motion carried.



Dennis J. Collins, President



Carol B. Zar, Clerk