



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday, May 31, 2017 – 12:00 PM**

The May meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, May 31, 2017. In attendance were Trustees Dennis J. Collins, Carol B. Zar, Timothy Struthers, Treasurer Steve Parker, Attorney Keith Foster, District Manager Mark Eddington P.E., Operations Manager Steve Olsen, District Engineer/Assistant Manager Mike Holland, P.E., Staff Engineer Joe KostECKi, Jeanine Holcomb, Tracy Zenkner, Derek Wold, P.E. of Baxter & Woodman and Greg Cherry, Wastewater Operator.

1. Call to Order

President of the Board Collins called the meeting to order at 12:36 p.m.

2. Approval of the May Agenda

President Collins moved approval of the May agenda. Trustee Struthers seconded. The motion carried.

3. Approval of April Meeting Minutes

Trustee Zar moved approval of the April Board Meeting Minutes. Trustee Struthers seconded. The motion carried.

4. Approval to transfer funds

President Collins moved approval to transfer \$575,000.00 to the O&M Fund. Trustee Struthers seconded. The motion carried.

5. Approval to pay bills as presented

President Collins moved approval of payment of bills as presented. Trustee Struthers seconded. The motion carried.

6. Public Input and Communications

Mark Eddington introduced Greg Cherry, Wastewater Operator.

7. Treasurer's Report

Steve Parker gave the Treasurer's Report and discussed investments. Steve stated the annual audit will be starting early June.

8. District Dashboards

Mark Eddington discussed the District's "Dashboard". Environmental compliance was good. This past month had a couple of significant excess flow days.

Mike Holland stated hauled waste revenue continues to rise. Four new haulers have signed on to begin using the District's service.

9. Tentative 2017/18 Budget

Mark Eddington stated the FY 2017/18 Budget has been updated and the final budget will be presented June 14, 2017 at a public hearing.

10. Cell Tower

Mark Eddington stated construction has begun and the District has begun receiving rent payments from SBA.

11. Operator's Report

Steve Olsen reported May 13th there was a problem at the Annie Glidden Lift Station with the pump controls. It took several hours as well as staff members and Tri-R Systems to get the station running. One pump was plugged and caused damage to the pump which is currently being evaluated for repairs.

Two items that are involved with the Activated Sludge Plant have failed. One of the pumps was sent out for repairs and one of the blowers was sent out for repairs.

12. Catastrophic Water Loss Relief Requests

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

- Star Properties, 1050 Spiros #9, \$172.50, pipe burst.
- Linda Martinez, 912 Susan Court, \$290.90, toilets running.

Trustee Zar seconded. The motion carried.

13. Annexations/Pre-annexations

No annexations or pre-annexations.

14. Plan Review

Mike Holland stated he has had conversations with the engineers and with staff at NIU regarding the increased sewer loading resulting from the Stevens Building construction. Mike Holland stated that the resulting connection fee for the increased loading was calculated to be \$35,600.

15. Engineer's Report

- a) Dodge Addition I/I Removal Pilot

Mike Holland stated Performance Pipelining is completing re-televising of locations identified as unacceptable during video review.

- b) Phase 1B Biological Improvement

Mark Eddington reported that the terms of the IGA have been agreed upon. Jo Ellen Charlton was in attendance to deliver the final agreement.

President Collins made a motion to accept the IGA pending final review by Mark Eddington. Trustee Struthers seconded. The motion carried.

Mike Holland stated that Staff has completed the loan application process and informed the IEPA of the Agreement with the City. The IEPA is working on the Loan Agreement document, which is expected to be received within the next three weeks.

c) Hollister Avenue Demolition Project

Mike Holland stated that asbestos remediation has been completed by Ironwood Environmental in 5 of the 8 homes, with the remaining 3 homes to be completed in the first week of June. Staff has been coordinating utility disconnects and City permitting requirements.

d) 2017 Spot Repair Project

Staff has begun working on assembling the bid documents for a spot repair project.

16. Projects

a) UV Disinfection Improvements

Mike Holland stated the UV equipment is operational and the project is nearly 97% complete, with only minor punchlist items to be completed by the final completion date of June 2nd. Pay Request #10 for \$179,199.23 has been submitted by J.J. Henderson and is recommended for payment. President Collins moved approval of authorization of Payment Request #10 in the amount of \$179,199.23. Trustee Struthers seconded. The motion carried.

b) Headworks – Septage Receiving

Mike Holland stated the Septage Receiving equipment has been delivered by Lakeside and installed by Dahme Mechanical. Tri-R will be providing the control/electrical work in early June.

c) Native Plantings Project

Staff is working on receiving quotes for the herbicide burn down work, expected in September.

17. New Business

No new business.

18. Executive Session

No Executive Session.

19. Personnel

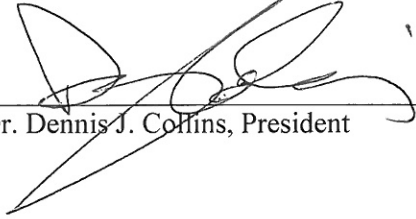
No action taken.

20. Property

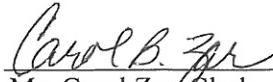
No action taken.

21. Adjournment

President Collins moved to adjourn the meeting. Trustee Struthers seconded. The motion carried. Meeting adjourned at 2:16 p.m.



Dr. Dennis J. Collins, President



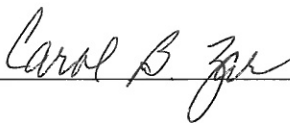
Ms. Carol Zar, Clerk

CERTIFICATION

I, Carol B. Zar, the clerk of the Kishwaukee Water Reclamation District of the County of DeKalb, State of Illinois, do hereby certify that I am keeper of its books and records and that the foregoing is a true and correct copy of the minutes duly adopted by its Board of Trustees, Kishwaukee Water Reclamation District, at a meeting duly convened this 14th day of JUNE, 2017.

SEAL





Carol B. Zar, CLERK