

DeKalb Sanitary District
Wednesday, November 16, 2011
Board Meeting Minutes

The November meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at noon on Wednesday, November 16, 2011. In attendance were Trustees Dennis Collins and Carol Zar. District Manager Mark Eddington, P.E., Treasurer and Assistant Manager Administration Janice Tripp, Operations Manager Steve Olsen, Assistant to Manager/Human Resources Diana Foust, Secretary Betty Jones and John Engstrom, Operator attended from DSD. Chris Stika, DSD Operator attended for a portion of the meeting. Keith Foster, Attorney and Scott Trotter, P.E. and Mike Holland, P.E. of Trotter and Associates were present, as was Dan Steed of the City of DeKalb Community Development Department. Paul Borek of DeKalb Economic Development Corporation and Jerry Krusinski of Krusinski Construction attended for a portion of the meeting.

President of the Board Collins called the meeting to order.

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

Trustee Zar moved and Trustee Collins seconded approval of the October minutes. Motion carried.

Janice Tripp, Treasurer/Assistant Manager Administration detailed the necessary transfers, and Trustee Collins moved to approve the transfer of:

- \$335,000.00 from the Revenue Fund to the O & M Fund
- \$ 9,541.76 from the Dedicated Tax IMRF Fund to the O & M Fund
- \$ 5,517.73 from the Dedicated Tax FICA Fund to the O & M Fund
- \$ 13,250.00 from the Dedicated Tax Audit Fund to the O & M Fund

Trustee Zar seconded. Motion carried.

Trustee Collins made a motion approving the payment of bills as presented. Trustee Zar seconded. Motion carried.

After review and discussion of the Fiscal Year 2010 to 2011 Audit Management Discussion and Analysis, Trustee Collins moved to approve it and Trustee Zar seconded, and the motion carried. The Audit itself was approved at the October meeting contingent on this action, and so now stands approved.

In Public input and Communications Mark Eddington noted that Mr. Borek and Mr. Krusinski would be joining the meeting at 2 p.m. to give Public Input, and that Chris Stika, Operator would be coming in to receive his Collections System Certification award. He then introduced John Engstrom who was attending the meeting as operations staff representative and discussed John's contribution to the District GIS Project.

Janice Tripp gave the Treasurer's Report and discussed the District's financial position with the Trustees. Review of the Northern Trust's Certificate of Deposit program will be deferred until the next meeting.

Chris Stika joined the meeting and Mark Eddington awarded him the Collection System Certification bonus. The Trustees congratulated his achievement.

Janice Tripp reviewed calculations for the 2011 Tax Levy and the Trustees instructed Attorney Foster to prepare a Draft Tax Levy for consideration at next month's meeting.

The Trustees will also consider a user fee increase at the December meeting in accord with the Facilities Plan schedule of user fee increases.

There were no requests for Annexations or Pre-annexations.

In Plan Review, Mark reviewed the status of the development agreement Attorney Foster has prepared for the CVS project and the NB&T site plans. The Trustees instructed Keith Foster to include easement provisions in the development agreement he is preparing for the NB&T project.

Plan Review discussion of the DeKalb Business Center was deferred until 2 p.m. and the arrival of Mr. Borek and Mr. Krusinski.

Mark discussed the plans for the Lincoln Towers Sewer re-route and the benefits it will provide to the District. Trustee Collins moved to approve reimbursement of the apartment complex for the work which will be done by its plumber (G'sR) at DSD's request and for the public's benefit in an amount not to exceed \$15,000.00. Trustee Zar seconded. Motion carried.

Attorney Foster is preparing an intergovernmental agreement between the City of DeKalb and the District to allow the City to use the District's South Slope property for snow storage.

The District continues to await USEPA review of its proposed Pretreatment Ordinance, which was prepared for it by McMahan Associates. Mark received a request for information on the development of local limits, provided the information and requested a meeting to see what needs to be done to wrap up this process.

The request of Mary Ride Nelson of 2175 Patriot Drive in DeKalb for reimbursement of \$991.70 of sewer charges paid on water that did not enter the sanitary sewer when her water activated sump pump failed was approved in a motion made by Trustee Zar and seconded by Trustee Collins. Motion carried.

The Board reviewed the circumstances of the 923 South First Street property that is surrounded by residences served by the Sanitary District but is not served itself. Inquiries

have been made about a sewer extension to allow it to be serviced. The Board asked that a cost estimate be obtained before further discussion of how to resolve the situation.

Mark says the District will receive a new Draft NPDES Permit for review soon. It will reflect the ammonia limit amendments the EPA verbally approved based on the District supplying more localized river data.

Steve Olsen described the Heatherstone Lift Station Electrical Emergency and the measures that were taken to correct it. The Board discussed ways to ensure that developers adhere to the District's construction requirements.

Scott Trotter submitted a written Engineer's Report, which included a review of the IEPA Loan Receipts and Disbursements, and deferred discussion until the individual agenda items.

Mark asked the Board to instruct Scott Trotter to begin the Facility Plan Update Project with stress on reviewing the placement of equipment on the 303 Hollister Avenue site. The Board discussed the importance it places on maintaining a good working relationship with DSD's neighbors.

In the Biosolids Rehabilitation and Improvements Project, Williams Brothers finished Digester 2B cover work and brought it back into service, completing all of the project process equipment. Everything is operational, but they will be continuing to work on HVAC, Electrical and control issues. The Sludge Storage Barn building has been completed and only paving and punch list items remain to be addressed. The Substantial Completion date for this project is December 4, 2011.

Trotter and Associates recommended Payment of Biosolids Rehabilitation and Improvements Change Order #19 for the additional amount of \$12,368.00 for hose relocation and material change, burying the gas line header, removing existing storm structures, replacing existing electrical hand hole, relocating storage tank exterior light, and GBT inlet hopper drain piping and valves. Trustee Collins moved to approve it. Trustee Zar seconded. Motion carried.

Also at Trotter and Associates recommendation, Trustee Zar moved to approve Payment Request #23 for \$1,265,856.46 contingent on receipt of Loan Disbursement #25. Trustee Collins seconded. Motion carried.

Final Completion of the Country Club Lift Station Project awaits only site grading around a low area. Trotter and Associates recommended approval of Final Payment Request #12 for \$161,573.75 contingent on the receipt of Loan Disbursement #24 and completion of the project. Trustee Collins moved approval. Trustee Zar seconded. Motion carried.

Paul Borek of The DeKalb Economic Development Corporation and Jerry Krusinski of Krusinski Construction entered the meeting at this time and showed the Board plans for a

project south of Interstate 88. In the discussion that followed the Trustee Collins stressed that while the Board wants to be encouraging to any project that will potentially bring employment opportunities to its users, they have a responsibility to take actions based on the needs of all potential users of the regional infrastructure, not just the requests of any particular developer. Trustee Zar agreed on the need for a policy-based approach to serving this area. A Board workshop will be planned to allow in depth discussion of this important topic. Krusinski and Borek had no specific requests of the Board at this time.

Trotter and Associates provided a summary of IEPA Loan Disbursements and project costs for the Tertiary Filter Rehabilitation Project. Madison Construction has completed demolition of the existing building and masonry construction is expected to begin soon. Trotter and Associates recommended approval of their Payment Request #2 for \$161,511.56 contingent on the receipt of Loan Disbursement #3. Trustee Zar moved to approve it. Trustee Collins seconded. Motion carried.

Mark reported on his meeting with the City of DeKalb, Northern Illinois University and the DeKalb Park District on possible intergovernmental cooperation on GIS development.

Trotter and Associates and the District have had preliminary design meetings on the Intermediate L. S. Pump Rehab Project and have met with a representative of the pump manufacturer. They are looking at ways to reduce the cost of the rehabilitation project.

Janice reported on the Workers Compensation Insurance Renewal.

After discussion of the details and costs of improved local and offsite computer backup systems, Trustee Zar moved to approve the purchase of a monthly offsite backup package and the recommended local backup improvement. Trustee Collins seconded. Motion carried.

Review of alternative telephone systems will be deferred to a later meeting.

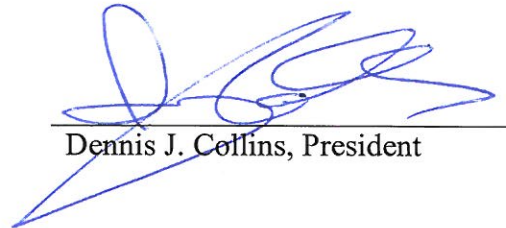
There was no New Business.

Trustee Collins moved to go into Executive Session to address Personnel and Litigation issues. Trustee Zar seconded, and the motion carried. The Board went into Executive Session.

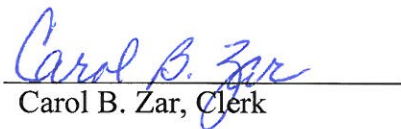
After the Board returned from Executive Session, Trustee Zar moved to adopt Resolution #2011-11016-01 "A resolution authorizing the execution of the collective bargaining agreement between the DeKalb Sanitary District and International Union of Operating Engineers, Local 150, Public Employees Division." Trustee Collins seconded. On roll call, Trustees Collins and Zar voted "Yes". The President declared the motion carried, the Resolution was adopted and so ordered. (A copy of the resolution is attached.)

Trustee Zar moved to adjourn the meeting. Trustee Collins seconded. Motion carried.

President of the Board Collins adjourned the meeting.



Dennis J. Collins, President



Carol B. Zar, Clerk