



**DeKalb Sanitary District
Board Meeting Minutes
Wednesday, November 9, 2016 – 12:00 PM**

The November meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, November 9, 2016. In attendance were Trustees Dennis J. Collins, Carol B. Zar, Timothy Struthers, Treasurer Steve Parker, Attorney Keith Foster, District Manager Mark Eddington P.E., District Engineer/Assistant Manager Mike Holland, P.E., Tracy Zenkner, Derek Wold, P.E. of Baxter & Woodman and Steve Hiatt, Wastewater Operator.

1. Call to Order

President of the Board Collins called the meeting to order at 12:31 p.m.

2. Approval of the November Agenda

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

3. Approval of October Meeting Minutes

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

4. Approval to transfer funds

President Collins moved approval to transfer \$750,000.00 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 Zar seconded. The motion carried.

6. Public Input and Communications

Mark Eddington introduced Steve Hiatt, Wastewater Operator. Mark requested to reschedule the April 19, 2017 Board Meeting to April 26, 2017 due to a scheduling conflict. The Board agreed to have the April Board Meeting moved to April 26, 2017.

7. Treasurer's Report

Steve Parker gave the Treasurer's Report and discussed investments.

8. District Dashboard

Mark Eddington discussed the District's "Dashboard". Mark reviewed units billed and revenue collected. Environmental compliance was good. Trustee Struthers requested a few changes in the Dashboard for clarification of units and revenue.

Mike Holland reviewed the hauled waste dashboard and reported that the leachate received from Waste Management is down and should now stay consistently at this level. This month was a big

month for both septage and grease receiving.

9. Cell Tower Site (South Slope)

Mark Eddington stated the contract has been signed and construction is expected to begin in January/February, currently awaiting for the building permit from the DeKalbCounty Building Department.

10. Operator's Report

There was no Operator's Report this month.

11. Lateral Assistance Program

Staff is working on a rough outline for the LAP to present to the Board likely in spring.

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:

Starr/Madijon Munira, 925 Pappas Drive #4, \$187.40, tub valve left open.
Kenya Smith, 935 Pappas Drive #5, \$356.45, toilets running.
Matt/Laura Viland, 403 Lucerne, \$218.45, sump pump running

Trustee Zar seconded. The motion carried.

13. Annexations/Pre-annexations

No annexations/pre-annexations this month.

14. Plan Review

Mike Holland reviewed proposed projects that have been submitted.

15. Engineer's Report

a) Dodge Addition I/I Removal Pilot

Performance Pipelining has completed lateral televising for the majority of the homes in the Dodge Addition with only those requiring cleaning and follow-up inspections remaining.

b) Phase 1B Biological Improvements

Mike Holland stated design is 90% complete and the loan application has been submitted. Mike reviewed the updated project schedule.

Staff has resubmitted the planning and zoning documents to the City to formally initiate the review process and is working to schedule a PUD coordination meeting. DSD is tentatively on the December 14th Planning & Zoning Commission meeting agenda for an information presentation of the project to receive any initial feedback.

A final engineering amendment to the design contract with B&W will be necessary to address final plan revisions regarding Admin building relocation, entry road changes, generator building changes, etc. Staff is working with B&W on acceptable scopes and amounts for recommendation to the Board at the December board meeting.

c) 2016 Spot Repair Project

Staff is working on preparing the location maps for emergency spot repairs to address manhole frames & lids that need adjusting before winter plows cause damage. Additionally, the City is nearing completion on their roadway projects that included some spot repair work for an estimated \$67,100.

16. Projects

a) UV Disinfection Improvements

J. J. Henderson is working on demolition of the contact tank walls and will be doing concrete work for the new UV channels this month. Pay Request #4 for \$391,425.24 has been submitted by J. J. Henderson and is recommended for payment.

b) Headworks – Septage Receiving/Screenings Washer-Compactor

At the August meeting, the board authorized staff to proceed with the purchase of a Lakeside Septage Receiving Station and JWC Screenings Washer-Compactor for \$195,000. Staff is still doing a final review before ordering equipment.

c) Primary Clarifier #1 Rehabilitation

The Primary Clarifier #1 Rehabilitation project was awarded to DPS Equipment for \$62,5000 at the July meeting. DPS has removed the clarifier mechanism to work on the components at their shop with installation initially anticipated for early September. However, while the clarifier was off-line, staff found that the existing 24” influent pipe is corroding and requires immediate attention. Staff has executed a proposal with Michels Corp for \$31,453 to complete this lining work, expected this month.

17. New Business

Mike Holland and Mark Eddington discussed the demolition of the homes on Hollister Avenue, the different approaches to demolition as well as timeframe will be revisited next month.

18. Executive Session

There was no Executive Session.

19. Property Acquisition

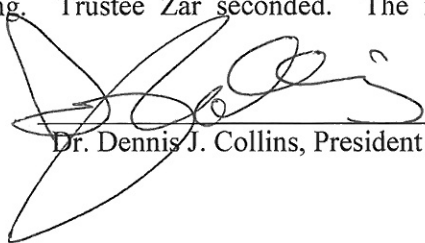
No action taken.

20. Personnel

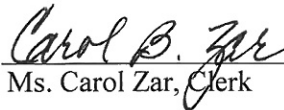
No action taken.

21. Adjournment

President Collins moved to adjourn the meeting. Trustee Zar seconded. The motion carried. Meeting adjourned at 1:50 p.m.



Dr. Dennis J. Collins, President



Ms. Carol Zar, Clerk

CERTIFICATION

I, Carol B. Zar, the clerk of the DeKalb Sanitary 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, DeKalb Sanitary District, at a meeting duly convened and held on the 14th day of December, 2016.

SEAL



Carol B. Zar
Carol B. Zar, CLERK