

DeKalb Sanitary District
Wednesday, October 17, 2012
Board Meeting Minutes

The October meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at noon on Wednesday, October 17, 2012. In attendance were Trustees Dennis J. Collins and Carol B. Zar, Attorneys Keith Foster and Timothy Conklin, Treasurer Janice Tripp, District Manager Mark Eddington, Operations Manager Steve Olsen, Assistant to Manager/Human Resources Diana Foust, Finance Director David Storey, Secretary Betty Jones and Operator James Cochrane. T. J. Moore, Director, City of DeKalb Public Works Department attended. James Savio, C.P.A. of Sikich attended for a portion of the meeting.

President of the Board Collins called the meeting to order.

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

The September Meeting Minutes were approved in a motion made by Trustee Collins, seconded by Trustee Zar and carried.

Trustee Collins moved approval to transfer funds:

- \$430,000.00 to the O & M Fund for Operations from the Revenue Fund
- \$ 12,779.18 to the O & M Fund from the Dedicated Tax - IMRF Account
- \$ 8,990.75 to the O & M Fund from the Dedicated Tax - FICA Account

Trustee Zar seconded, and the motion carried.

Trustee Zar moved to pay bills as presented. Trustee Collins seconded. The motion carried.

During Public Input and Communications, Mark introduced James Cochrane, DSD Operator, and welcomed T. J. Moore, Director, City of DeKalb Public Works Department.

Treasurer Janice Tripp gave her Report and discussed investments made this month and those coming due soon. She answered questions about bond rating procedures.

James Savio, C.P.A. of Sikich reviewed the draft Fiscal Year 2011 to 2012 Audit with the Trustees. After discussion, Trustee Collins moved to approve the Audit. Trustee Zar seconded, and the motion carried.

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

Diana Foust's work with Foster Buick staff to finalize an Employee Handbook for the District continues and she expects it to be ready for distribution soon.

Mark and Diana have solicited and directed employee cooperation with a Health Insurance Review and will bring the proposal before the Board for consideration as they are received from the bidding companies.

Mark says Demand Response Program participation will probably be dropped as uneconomical for the District because of Environmental Protection Agency generator emission requirements.

In Plan Review Mark and T.J. Moore updated the Trustees on potential development in the community and its likely impact on the District.

The Illinois Pollution Control Board is still reviewing the District's motion to dismiss.

The District and McMahon Engineering Associates have been reworking the District's Local Limits as per the Environmental Protection Agency's requirement and have completed the sampling. They will meet soon to put together the submission.

An agreement to accept landfill leachate from Waste Management was developed by Keith Foster and is under consideration by Waste Management.

Steve Olsen updated on Screw Pump Rehabilitation progress.

Chris Carpenter has written the Board a letter requesting the return of a \$752.50 connection fee he paid the District in September 2006 for a property at 11 Arrowhead Lane. Although he took out a permit, he never built on the property, and it remains a tennis court. Trustee Collins moved to return the fee. Trustee Zar seconded, and the motion carried.

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

- Ola Adekoya of 1050 Spiros Court #8 - \$147.50 loss due to a running toilet
- Robert & Dawn Highstreet of 927 Market Street - \$177.00 loss due to both toilet and outside hose leaking
- Ann Stephens of 1534 Grand Drive #2 - \$407.10 due to a broken toilet pipe
- Jennifer tenant at Star Properties 925 Pappas Drive #5 - \$377.60 loss due to a running toilet when no one was home.
- Scott Erwin of 3 Greenview Court - \$274.35 loss due to a water softener running wide open
- Thomas Cappaert of 111 Salem Drive - \$150.45 loss due to a running toilet
- Roberta Gillott of 429 South Second Street - \$206.50 loss due to a running toilet

Trustee Zar seconded. Motion carried.

Scott Trotter supplied the written Engineer's Report and loan summary, and deferred discussion until the individual agenda items.

Mark gave an update on the progress of the SCADA Improvements Project, which he expects to reach completion in November.

Trotter & Associates continues work on the Facility Plan Update with input from District administrative staff and the group reviewed new technologies while attending the Water Environment Federation's Annual Technical Exhibition and Conference which they attended this month.

Williams Brothers work on the landscaping issues for the Biosolids Rehabilitation and Improvements Project and repainting required by the District is ongoing. Mike Holland filled the Board in on retainage for the project.

Madison Construction's work on the Tertiary Filter Rehabilitation Project is largely completed, but punch list items remain. Liquidated damages continue to accrue. Trustee Collins moved to approve Contract Modification Requests #9 and #14 and Change Order #9 for an additional amount of \$8,659.00 covering PVC roof drain material instead of cast iron and the installation of a solid plate over the existing stair opening rather than grating so as to extend

the service life of equipment and materials in the pump chamber. Trustee Zar seconded. The motion carried.

Hydroaire's work on the pumps for the Intermediate Lift Station Pump Rehabilitation Project is nearly completed. Steve Olsen gave an update.

Trustee Zar moved and Trustee Collins seconded contracting with Trotter & Associates to get the Meadow Trails Lift Station Improvements Project ready to bid. Design ideas were discussed.

The City of DeKalb's contractors are starting work on the Hollister Avenue Water Main Improvements Project.

Elliott & Wood has completed the 923 South First Street Sewer Extension Project.

Elliott & Wood's work on the 2012 Spot Repair Project is wrapping up.

Pipevision has completed the 2012 Lining Project and has supplied the District with required paperwork and television footage.

The District's WWTP Pavement Rehabilitation Project to be conducted by Curran Construction is expected to begin soon and be completed by the end of the month.

Mark reminded the Trustees of plans for a Mixing System Pilot Project to be conducted on site by Walker Process Company.

Diana said the District's Holiday Luncheon will be held Wednesday, December 5th at Johnny's Charhouse in Sycamore.

The Trustees were reminded of Open Meetings Act Training requirements and discussed the Open Meetings Act seminar held by Foster Buick.

In New Business, Mark reported on the DeKalb Fire Department's tours of the District this month. Steve Olsen described landscaping changes he plans to have District staff make to bring the Administration building landscaping into line with the landscaping around the new digester and biosolids buildings.

Trustee Collins made a motion to go into Executive Session to discuss personnel, litigation and land acquisition. Trustee Struthers seconded. The motion carried. The Board went into Executive Session.

After the Board returned from Executive Session, the Board considered the acquisitions of 204 Hollister, 207 Hollister immediately. The Board also considered the acquisitions of 156 Hollister, 155 Hollister, and 143 Hollister after May 1st of 2013. They determined that the acquisition of 140 Hollister should be tabled until additional District funds become available.

Trustee Zar moved to offer the owner (Janet Engstrom) of 204 Hollister Avenue \$180,000 for the purchase of that property and further moved to offer the owners of 207 Hollister Avenue (Fred and Stephanie Rowe) \$150,000 and a rent free/tax free lease agreement for them at 204 Hollister for two years.

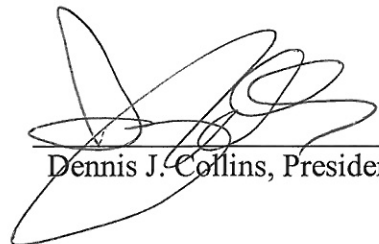
Trustee Collins seconded. Motion carried.

Trustee Collins moved to give the District Manager discretion to offer the owners of 156 Hollister, 155 Hollister, and 143 Hollister an average of the two appraisals for each property. He continued that in the event that one of the appraisals for any property appears to be an outlier, the most current assessed value as determined by DeKalb County could take the place of the appraisal in question.

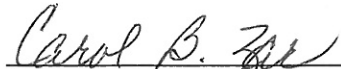
Trustee Zar seconded. Motion carried.

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

President of the Board Collins adjourned the meeting.



Dennis J. Collins, President


Carol B. Zar, Clerk