

DeKalb Sanitary District  
Wednesday, October 15, 2014  
Board Meeting Minutes

The October meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, October 15, 2014. In attendance were Trustees Dennis J. Collins, Timothy A. Struthers and Carol B. Zar, Treasurer Janice Tripp, Attorney Keith Foster, District Manager Mark Eddington P.E., Human Resources Manager Diana Foust SPHR, Assistant Manager, Engineering Mike Holland, Steve Parker Accounting Consultant and District Wastewater Operator David Sieglinger.

President of the Board Collins called the meeting to order.

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

Trustee Collins moved approval of the September meeting minutes with corrections to the annexation and the motion approving the annual audit. Trustee Struthers seconded. The motion carried.

Trustee Struthers moved approval to transfer funds:

\$375,000.00 to the O & M Fund for Operations from the Revenue Account

\$ 11,035.51 to the O & M Fund from the Dedicated Tax - IMRF Account

\$ 4,801.92 to the O & M Fund from the Dedicated Tax - FICA Account

\$400,000.00 to Capital Replacement Account from the Revenue Account

\$1,042,400.00 to Main Plant Checking account from the Revenue Account

Trustee Zar seconded. The motion carried.

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

During Public Input and Communications, Mark Eddington introduced David Sieglinger, District Wastewater Operator.

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

Trustee Collins thanked Treasurer Janice Tripp for her many years of service and dedication to the District as she steps down from her position.

Trustee Collins made a motion to appoint Steve Parker Treasurer effective November 1<sup>st</sup>, 2014 with check signing authorization. Authorized signers of checks for the remainder of the Fiscal Year from November 1, 2014 through April 30, 2015 are Trustee Dennis J. Collins, Trustee Timothy A. Struthers, Trustee Carol B. Zar, Treasurer Stephen S. Parker, along with District Manager Mark Eddington. Trustee Struthers seconded. The motion carried.

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.

The District's continuing education and seminar expenses for the previous fiscal year and current fiscal year to date were discussed.

Mark Eddington presented Resolution #2014-10-15 that would authorize the 2014 tax abatement for the property located at 2754 Wagner Court (P.I.N. #08-34-401-014) for the Right Pointe Corporation to the Board. Trustee Struthers motioned to approve Resolution #2014-10-15. Trustee Zar seconded and the motion carried.

Trustee Zar moved approval to renew the District's current medical insurance plan for the 2015 plan year. Trustee Collins seconded. The motion carried.

Mark Eddington is working with the City of DeKalb's new Finance Director to clear up the utility billing issues.

Mark Eddington discussed the status of the City of DeKalb's evolving building permit program. The City has selected a new Director of Community Development and the building permit/inspection program will be within her purview.

Verizon's interest and research for putting a cell tower on District property is ongoing.

Mark Eddington gave the Operator's Report informing the Board of Stenstrom's completion of the Day Tanks installation for three generators, the cost was \$27,904.29.

Hydo-Aire will provide a one year warranty on the 100 HP pump repair and will work with the District to ensure proper operation and maintenance.

Rush Power Systems replaced the transfer switch for the Excess Flow Building Generator due to its failure.

The Activated Sludge Plant experienced an upset however no violation occurred.

One of the three Headwork's Raw Wet Well Mixers has been replaced.

There are no Catastrophic Water Loss Relief Requests this month,

There are no Annexations / Pre-annexations this month.

In plan review, Mike Holland informed the Board that Win Aviation has changed their building plans without authorization from the Sanitary District. The District may request to have their building permit pulled if an approved plan is not provided.

The District is working on getting agreement with the property owner of the Sawyer Auto site to address the abandoned services within a definitive time period.

Mike Holland supplied the Engineer's Report. Mike advised that the Greely & Hansen has provided design drawings for the District's review. Pending review, staff intends to solicit quotes for the construction work for the board's consideration at next month's meeting.

RJN has supplied their report for the smoke testing project. The report identified multiple areas of infiltration and staff will investigate these findings and address them accordingly.

Baxter & Woodman has finalized the design drawings for the grease receiving modifications. Staff has begun installation proposals and will be purchasing the mixer.

Staff has been informed by the IEPA that loan recipients are required to go through a Quality Based Selection (QBS) process for engineering consultants if design fees are to be included in the loans. The District will be utilizing this process for the Phase 1B Biological Improvements.

Under projects, Mike Holland advised that Northern Illinois Fence should begin installation of the fence for the Meadow Trails Lift Station the week of October 17<sup>th</sup>. After the fence is installed, landscape plantings will be purchased and planted, weather permitting.

Redzone's work on the Sewer System Televising Program is ongoing.

Elliott and Wood, Inc. completed the spot repairs with only minor punch list items remaining. The remaining retainage and change order items will be addressed with the final payment application.

The District has issued a \$108,500 purchase order to Walker Process for Primary Clarifier #4 equipment and \$39,780 purchase order to DPS Equipment Services for the installation. Delivery expected at the week of November 3<sup>rd</sup>.

Mark Eddington continues to research security camera options for the District property.

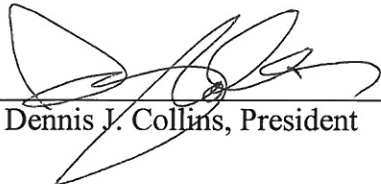
Under new business Mark Eddington informed the board that Roger Hopkins was going to attend the November Board meeting to discuss the Enterprise Zone that DeKalb County is currently considering.

Trustee Collins moved to go into Executive Session to address property acquisition and personnel.

Trustee Zar seconded.

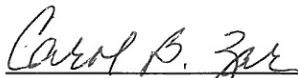
The motion carried. The Board went into Executive Session.

Trustee Collins moved to adjourn the meeting after the Board returned from Executive Session. Trustee Struthers seconded. The motion carried.



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Dennis J. Collins, President



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Carol B. Zar, Clerk