

DeKalb Sanitary District
September 21, 2011
Board Meeting Minutes

The September meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at noon on Wednesday, September 21, 2011. In attendance were Trustees Dennis Collins and Carol Zar. District Manager Mark Eddington, P.E., Treasurer/Assistant Manager Administration Janice Tripp, Operations Manager Steve Olsen, Assistant to Manager/Human Resources Diana Foust, Secretary Betty Jones and Operator Ben Meier attended from DSD. Keith Foster, Attorney, Scott Trotter, P.E. and Mike Holland, P.E. of Trotter and Associates were present.

President of the Board Collins called the meeting to order.

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

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

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

\$250,000.00 from the Revenue Fund to the O & M Fund

\$ 33,320.36 from the Dedicated Tax IMRF Fund to the O & M Fund

\$ 19,843.09 from the Dedicated Tax FICA 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.

Janice Tripp, Assistant Manager Administration/Treasurer provided a draft 2010-2011 Audit Report from Sikich LLC who performed that audit. She anticipates the Final Audit will be available for review at the October Board Meeting.

During the Public Input portion of the meeting, Mark Eddington, District Manager, introduced Ben Meier, Plant Operator and the Trustees welcomed him to the meeting.

Janice gave the Treasurer's report. The Trustees approved her plan to close out accounts held at PNC Bank because it has been learned that their collateralization arrangements do not meet District requirements. The possible use of High Rate Corporate Bonds will be considered by the Trustees at next month's meeting. Janice supplied them with information she had requested from the auditors and the attorney regarding changes in the laws pertaining to investments. Also on next month's agenda, the Trustees will consider changes in their depository limits on investments in light of the current financial situation.

As per the Trustees instructions to investigate whether paying off loans with higher interest rates than can be earned on investments would be a sound decision, Janice provided the Trustees with information on the remaining IEPA Low-Interest Loan for the Fairview Project and the estimated savings to be gained from paying off that loan early. After discussion the Trustees instructed Janice to make the necessary transfers of funds and to pay off the Fairview Loan in a motion made by Trustee Collins and seconded by Trustee Zar and carried.

There were no Annexation or Pre-annexation requests this month.

In Plan Review, Mark said that, as instructed by the Trustees, he has met with owners of the apartment building at Annie Glidden Road and West Lincoln Highway about the District's desire to change the public main to which their services connect in order to enhance the District's efficiency in servicing the area. He is awaiting a proposal and estimate from the building's plumber for rerouting their four services. If a satisfactory proposal is put forth, the District will finance the project, which will go forward regardless of any activity on the proposed CVS development.

IEPA Permit Applications have been submitted by CVS Pharmacy and Attorney Foster has completed a development agreement spelling out the District's and CVS's responsibilities. Trustee Collins moved to authorize Mark's executing the IEPA Permit Application and the Development Agreement on the District's behalf contingent on CVS meeting the District's requirements and submitting adequate bonding . Trustee Zar seconded. Motion carried.

Mark is working with NB&T Bank on a Development Agreement and easement and lateral issues for their project on Lincoln Highway.

Mark received a letter from the Illinois Environmental Protection Agency regarding their decision not to enforce F.P.A. boundaries in the instance of Cortland's request to use DeKalb Airport property. The District will ask Cortland to uphold the terms of the existing Intergovernmental Agreement.

The District has not heard anything more from the USEPA about approval of the District's Pretreatment Ordinance.

Diana Foust, Assistant to Manager/Human Resources, updated the Trustees on her work on arranging First Aid training for District employees.

Janice and Mark explained the difficulties surrounding setting up direct deposit of employee paychecks given the time constraints and the necessity to change the pay schedule from every two weeks to twice monthly. It was decided to wait to consider this until after District/Local 150 negotiations have been completed so as not to interfere with them.

Mark has spoken with the City of DeKalb Public Works Director about the District's desire to formalize the relationship if the City wishes to continue using the South Slope Property for snow storage.

The Catastrophic Water Loss Relief Requests of Marshall Morici of 902 North 12th Street for \$142.80, Flipe & Juanita Lopez of 331 Cloverleaf for \$162.40, Christin Howard of 1129 South 6th Street for \$288.40 and Ignasio Camacho of 426 South 10th Street for \$249.20 were approved in a motion made by Trustee Collins and seconded by Trustee Zar. All these losses were due to running toilets and all met City/District Catastrophic Loss Policy requirement. The motion carried.

The impact of the provisions of the Draft NPDES Permit that the District received this week was discussed. Stringent limits would severely tax the abilities of the old trickling filter part of the plant. Although Facility Plan Update Phase 1B Rehabilitation would solve the problem by replacing it with an activated sludge facility, there would be problems until that could be accomplished. The District will try to arrange a meeting with the Environmental Protection Agency to discuss the situation. Mark recommends beginning Phase 1B Implementation planning now.

Scott Trotter supplied the Engineer's Report in writing, and deferred discussion until the individual agenda items.

The Facility Plan Update is on hold.

Scott supplied a Loan Summary for the Biosolids Rehabilitation and Improvements and Country Club Lift Station Projects.

Digesters 1A, 1B and 2A are back in service. The final digester (2B) has been brought offline and piping and cover work has begun.

At the Sludge Storage Barn site, building erection has begun and Wagner Excavating is working on the roadway.

Williams Brothers Change Order Request #17 for electrical modifications for Building 12 exhaust fans, abandoning an 8-inch sludge line, changes to building 11 to maintain supernating ability, and adding backwash pump pads in tertiary filter building in the amount of \$3,257.00 was approved in a motion made by Trustee Collins and seconded by Trustee Zar and carried.

Trustee Zar moved to approve Williams Brothers Payment Request #21 in the amount of \$605,573.54 contingent on the receipt of Loan Disbursement #22. Trustee Collins seconded. Motion carried.

Landscaping completion is still the only item outstanding on the Country Club Lift Station Project.

Mark praised the work of Elliott & Wood in bringing the 332 Greenwood North Project to completion under the bid price and to the satisfaction of the District, the nearby homeowner, and the Park District. The Trustees expressed satisfaction at the successful completion of that project.

A pre-construction meeting was held for the Tertiary Filter Rehabilitation Project on August 30, 2011 with Madison Construction. The necessary documentation was submitted and the Notice to Proceed was issued to Madison Construction. Construction should begin in early October.

Baxter and Woodman will attend the October Board of Trustees Meeting to give a presentation on the District's new GIS system. Implementation and training have begun.

After discussion of the necessity for rehabilitation of the Intermediate L. S. Pumps which are more than 30 years old and are crucial to the functioning of the treatment plant, Trustee Collins moved to approve Mark's signing of a work order for Engineering Services on a rehab project. Trustee Zar seconded. Motion carried.

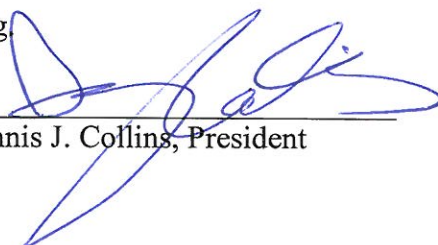
Trustee Zar moved and Trustee Collins seconded approving Mark's authority to enter into time and materials contracts with Trotter & Associates for miscellaneous small projects. Motion carried.

In New Business Mark and Janice described the administrative agreement they have asked Attorney Foster to prepare to further clarify the agreement between the District and the City of DeKalb around Ordinance 540 and Diana showed the Trustees the new identification cards she is preparing for District employees.

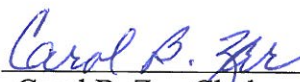
Trustee Collins moved to go into Executive Session to address personnel issues. Trustee Zar seconded, and the motion carried. The Board went into Executive Session.

After the Board returned from Executive Session, Trustee Zar moved to adjourn the meeting. Trustee Collins seconded. Motion carried.

President of the Board Collins adjourned the meeting.



Dennis J. Collins, President



Carol B. Zar, Clerk