

DeKalb Sanitary District
Monday, September 15, 2014
Board Meeting Minutes

The September meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at 5:30 pm on Monday, September 15, 2014. In attendance were Trustees Dennis J. Collins, Timothy A. Struthers and Carol B. Zar, Attorney Keith Foster, District Manager Mark Eddington P.E., Operations Manager Steve Olsen, Human Resources Manager Diana Foust SPHR, Assistant Manager, Engineering Mike Holland and Steve Parker Accounting Consultant.

President of the Board Collins called the meeting to order.

Trustee Struthers moved approval of the September agenda, Trustee Collins seconded. The motion carried.

Trustee Zar moved approval of the August meeting minutes. Trustee Struthers seconded. The motion carried.

Trustee Collins moved approval to transfer funds:

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

\$ 11,704.69 to the O & M Fund from the Dedicated Tax - IMRF Account

\$ 5,061.73 to the O & M Fund from the Dedicated Tax - FICA Account

Trustee Struthers 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 Mike Selbaggio of M&D Demolition. Mr. Selbaggio identified himself as the contractor hired by Mr. Patel (owner of Sawyer's Automotive property) to demolish the three buildings that resided on his property. Mr. Selbaggio expressed his frustration with DSD's policy that demolition work also includes the building sanitary services associated with the property. The Board reiterated the District's long-standing policy that property owners own and are responsible for their building sanitary services and demolition work includes capping such services at the public main, in this case 9 service connections were found on the main located in the middle of the alley.

Treasurer Janice Tripp was not present at the meeting.

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. He noted that water billings continue their upward trend.

Jim Savio of Sikich presented the District's FY 13/14 Audit to the Board. Trustee Struthers moved to approve the audit and Trustee Zar seconded. Motion carried.

Mark Eddington and Diana Foust informed the Board that the District received its medical insurance renewal information and will be reviewing the options for a recommendation at the October meeting.

The District is waiting on the City of DeKalb's audit (expected to be completed in October) in order to determine the outstanding receivables.

Staff informed the Board that communication has improved with the City's Building Inspection Department although there still is no formal process in place.

Verizon is scheduled to visit DSD's plant site to determine if they are indeed interested in constructing a cell tower. The general consensus from the Board was that consideration of a tower would have to be economically advantageous to the District without compromising any future utilization of the plant site.

Steve Olsen gave the Operator's Report informing the Board of RBC Inc.'s evaluation of the Biodisc. RBC's opinion is that the Biodisc should continue to operate successfully. Hydroaire completed the overhaul of both the Headworks and Lions Park lift station pumps. Hydroaire is currently evaluating one of the Intermediate Pumps that failed recently. The District's new pickup truck has arrived and is waiting for Sauber Manufacturing to complete refurbishing the service body for installation.

The Raw Sewage Pump Station repair has been completed successfully. The repair required two shutdowns of the plant in the middle of the night.

There are no Catastrophic Water Loss Relief Requests this month,

Trustee Collins moved approval of Ordinance 556 allowing Ron Nehring of 2547 Pleasant Street and the other 18 adjacent properties that were already pre-annexed to annex to the Sanitary District per Annexation 223. Trustee Zar seconded the motion. The motion carried.

In plan review, Mike Holland informed the Board that Jim Mason has submitted his EPA permit application and paid his review fee for Lopalooza of DeKalb. Staff is waiting for the connection fee.

Staff has plugged the sewer service to the Islamic Society of NIU until fees are resolved.

The contractor for the DeKalb Library has removed the abandoned sanitary services at the property.

Win Aviation was issued a foundation permit without the District's sign off so staff is requiring an agreement with Win Aviation due to the building being constructed too close to the sanitary sewer.

Sawyers Auto was demolished prior to District notification. Upon inspection the District identified nine abandoned sanitary sewer services that need to be removed.

Staff is working with NIU regarding the Douglas Hall demolition to cap the service.

Mike Holland supplied the Engineer's Report. Mike advised that the \$10,000 work order with Greely and Hansen for the Biodisc building assessment has been executed.

RJN has completed smoke testing in the Dodge Addition and is preparing a report of their findings. Once completed, staff will begin sump inspections.

Baxter & Woodman has presented design drawings for the grease receiving modifications to staff and will be finalizing them soon. Once these are completed and delivered to the District, staff will move forward with purchasing equipment and obtaining quotes for the various trades involved.

Trotter and Associates, Inc. has been asked to provide a Phase 1B design engineering proposal for the District's consideration.

Under projects, Mike Holland advised that a purchase order has been issued for the Meadow Trails List Station Improvements fence and the building permit has been issued by the City.

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

Elliott & Wood has completed the spot repairs with only minor punch list items remaining. Trustee Collins moved to approve payment application

#1 in the amount of \$91,800. Trustee Zar seconded. The motion carried.

The District has issued a \$108,500 purchase order to Walker Process for Primary Clarifier #4 equipment. Delivery expected at the end of October.

Trustee Collins moved to approve the low bid from Finnan construction for the Control Building Lavatory Rehab project. Trustee Struthers seconded. The motion carried.

Under new business, The District's Holiday lunch will be held Wednesday December 10th at 12:30pm at Tapa La Luna.

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

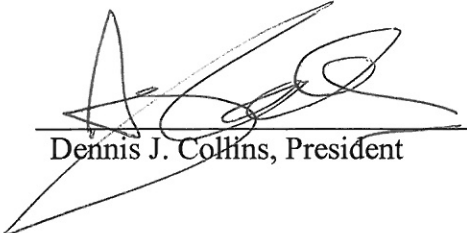
Trustee Zar seconded.

The motion carried. The Board went into Executive Session.

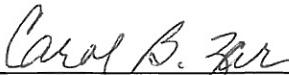
The Board returned from Executive Session and took no further action.

Trustee Struthers moved to adjourn the meeting. Trustee Zar seconded.

The motion carried.



Dennis J. Collins, President



Carol B. Zar, Clerk