



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Friday, September 21, 2018 – 12:00 PM**

The September meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Friday, September 21, 2018. In attendance were Trustees Dennis J. Collins, Timothy Struthers, Carol B. Zar, Attorney Jessica Harrill, District Manager Mark Eddington P.E., Operations Manager Steve Olsen, District Engineer/Assistant Manager Mike Holland, P.E., Staff Engineer Joe Kostecki, Assistant Operations Manager Jason Robbins, Administrative Assistant Tracy Zenkner and Derek Wold, P.E. of Baxter & Woodman.

1. Call to Order

President Collins called the meeting to order at 12:33 p.m.

2. Approval of the September Agenda

Trustee Zar moved approval of the September agenda. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

3. Approval of August Meeting Minutes

Trustee Struthers moved approval of the August Meeting Minutes. President Collins seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

4. Approval to pay bills as presented

President Collins moved approval of payment of bills as presented. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

5. Public Input and Communications

Mark Eddington introduced the District's lab supervisor, Allison Yates, as well as the District's two newest interns, Rachel King and Matt Bikun.

Mark also introduced Bill Nicklas of Kishwaukee College, and Jim Savio of Sikich, in attendance to discuss Agenda items 14.b and 9, respectively.

a) Kate Montobano, 720 Hillcrest Avenue

Mark Eddington introduced Kate Montobano, 720 Hillcrest Avenue, who presented to the Board her request for relief from the expenses she incurred when her finished basement was damaged from a backup relating to grease buildup in the sewer main. President Collins stated that the District does not reimburse homeowners for sewer backup damage, unless it was caused by District negligence, which was not the case in this instance. Ms. Montobano asked the Board to reconsider and the District will respond at a later date.

6. Treasurer's Report

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

7. District Dashboards

Mark Eddington discussed the District's "Dashboard" stating Environmental compliance had an ammonia excursion due to the ongoing construction project, which has been corrected. Call-Ins and OT were as expected for this time of year.

Mike Holland reviewed the Hauled Waste "Dashboard" stating it was another good month for FOG, as well as a new hauler will be starting up in the coming month.

8. Operator's Report

Nothing to report.

9. Annual FY 2017/18 Audit Presentation – Jim Savio, Sikich

Jim Savio gave a brief presentation, giving highlights of the District's annual audit. The conclusion of the audit revealed "no material weaknesses or deficiencies" and the District is in a strong financial position.

Trustee Zar moved to accept the audit as presented. Trustee Struthers seconded. The motion carried 3-0-0 by a roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

10. District Insurances

Mark Eddington stated the District is interested in obtaining a new broker to handle all the District's insurance needs and will begin researching different local brokers.

11. Catastrophic Water Loss Relief Requests

President Collins moved to approve the following Catastrophic Loss requests:

Jeremiah Kammes, 2 Pheasant Run, \$374.50, toilet running
Club 180 (tenant), 901 Lucinda #d, \$205.32, reverse osmosis water system stuck
Brian Fleming (tenant), 1109 Sycamore Road, \$212.40, toilet running
Chia-In Liaw, 3205 Meadow Trail East, \$453.12, toilet running

Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

12. Annexations/Pre-Annexations

None.

13. Plan Review

None.

14. Engineer's Report

a) Waste Management

Mark Eddington stated that Staff is still considering the feasibility of extending the Fairview line to serve Waste Management. Mark requested authorization to move forward with Baxter & Woodman to provide a preliminary engineering report, at a total cost not to exceed \$15,000, with the costs being split between KWRD and Waste Management. President Collins moved approval of authorization of preliminary engineering by B&W at a cost not to exceed \$15,000. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

b) Sewer Service Study –Malta and Kishwaukee College

Mark Eddington introduced Bill Nicklas, Special Assistant to the President of Kishwaukee College. Bill Nicklas stated that Kishwaukee College needs to take action regarding their wastewater treatment facility and that this will be a priority discussion at their upcoming October 9th Board Meeting. Mark Eddington stated that discussions are ongoing with the Village of Malta to investigate an alternative to serve both the college and Malta and the District's attorney is currently drafting an agreement for review. Staff will be continuing discussions with Malta and KCC representatives on estimated costs, potential cost sharing alternatives and next steps.

15. Projects

a) Phase 1B Biological Improvements

Mike Holland stated, Williams Brothers is continuing to work on flooring and interior finishes for the Admin Building with the expectation of a tentative November move-in. Concrete work for the Final Clarifiers and Aeration Basins is ongoing. Excavation for the Primary Clarifiers has begun. Interior piping, electrical and painting work has begun on the RAS Pumping Station and Electrical Building and masonry work for the Operations Building is ongoing.

Mike Holland stated, Disbursement Request No. 13 in the amount of \$2,102,028.10, for WBCI Payment Request #12 and B&W engineering, has been submitted to the IEPA for processing. WBCI Payment Request No. 12 for \$2,075,479.31 has been reviewed and is recommended for payment, pending receipt of Loan Disbursement No. 13 and lien waivers. Trustee Struthers moved approval of Payment Request No. 12 in the amount of \$2,075,479.31, pending receipt of Loan Disbursement No. 13 and lien waivers. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

Mike Holland reviewed Change Order No. 5, incorporating various Contract Modification Requests for the amount of \$61,320.00, and recommended the Board's approval. President Collins moved approval. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

b) Holly Street Lateral Rehabilitation Project

Mike Holland stated, Performance Construction and Engineering has completed the service replacements as well as pavement, sidewalk and curb restoration work. PCE Final Payment Request No. 2 for \$104,311.83 has been reviewed and is recommended for payment. President Collins moved approval of Final Payment Request No. 2 in the amount of \$104,311.83. Trustee

Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

c) Lincoln Highway Rehab

Mark Eddington stated that Elliott and Wood has provided pricing for two alternatives to address the sanitary service repairs for Tapa La Luna (226 E. Lincoln Hwy) and Antique Treasures (218 E. Lincoln Hwy), the first being to repair the services in place and keep them discharging to the Lincoln Hwy sewer main, the second being to install a new sanitary sewer in the alley behind the units. The costs for these were approximately \$98,000 and \$120,000, respectively. Mark stated that he would be meeting with representatives from the City of DeKalb to discuss next steps forward. The Board granted Mark Eddington the authority to proceed with the improvements in the spirit in which they had been discussed.

d) Headworks Improvements – Grit Pump & Piping Installation

Mike Holland stated, that the FY18/19 budget included Headworks Rehabilitation work, partially consisting of the installation of a new grit pump and associated piping. Staff has already ordered the pump and has requested quotes from Dahme Mechanical and G.A. Rich for the pump and piping installation. Dahme, who provided this work in the other grip chamber two years ago, provided a quote for \$48,000 and staff is still waiting on a quote from G.A. Rich. Staff is requesting authorization to proceed with this work, for an amount not to exceed \$48,000. President Collins moved approval to authorize staff to proceed with the lowest installation quote, at a cost not to exceed \$48,000. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

16. New Business

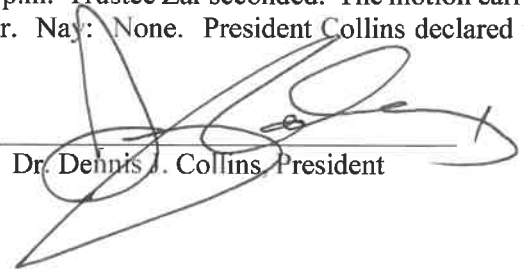
No new business.

17. Adjournment

President Collins moved to adjourn the meeting at 3:22 p.m. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed. Meeting adjourned at 2:24 p.m.



Carol B. Zar, Clerk



Dr. Dennis J. Collins, President

CERTIFICATION

I, Carol B. Zar, the clerk of the Kishwaukee Water Reclamation 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, Kishwaukee Water Reclamation District, at a meeting duly convened this 17th day of October, 2018.

SEAL



Carol B. Zar
Carol B. Zar, CLERK