



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday, January 15, 2020 – 12:00 PM**

The January meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, January 15, 2020. In attendance were Trustees Dennis J. Collins, Timothy A. Struthers, Carol B. Zar, Attorney Jessica Harrill, District Manager Mark Eddington P.E., Operations Manager Steve Olsen, District Engineer/Assistant Manager Mike Holland, 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 12:31 p.m.

2. Approval of the January Agenda

President Collins moved approval of the January 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 December Meeting Minutes

Trustee Struthers moved approval of the December Meeting Minutes. 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.

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 Bill Nicklas, City Manager of City of DeKalb and Dan Knaak, Wastewater Operator.

6. Treasurer's Report

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

7. District Dashboards

Mark Eddington discussed the District's Dashboard and stated that the revenue is as projected and overtime was up due to the weather.

Mike Holland reviewed the Hauled Waste Dashboard stating it was a good month. The new hauled waste receiving station is online and things are going well. The new receiving station can handle multiple haulers and there is minimal to no wait time.

8. Operator's Report

There was no Operator's Report.

9. Auditor Request for Proposals

Mark Eddington notified the current auditor that the District will be requesting new proposals to audit the financial statements. Mark requested authorization from the Board to proceed with the RFP with a proposed contract length of three years. President Collins moved approval to proceed with the RFP as presented. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. Absent: None. President Collins declared the motion passed.

10. Illinois Recreational Cannabis Legalization

Jessica Harrill reviewed the legalities of recreation marijuana use. An addendum to the Employee Handbook to reflect the expectations of the District will be created and reviewed at a later date.

11. Greenwood Acres Drive Update

Mark Eddington has been in contact with the County. Some of the residents have made progress, taking the necessary steps to correct the septic tank violations. The District will verify the exact number of homeowners with outstanding violations.

12. Soo Green Project – Request for Easement @ South 52

Mark Eddington was contacted by a representative of the SOO Green Renewable Rail Project requesting an easement along the District's property adjacent to the tollway to allow for large underground electrical transmission cables.

13. Catastrophic Water Loss Relief Requests

Trustee Struthers moved to approve the following Catastrophic Loss requests:

Occupant (owner Eric Haug), 1216 Market, \$282.90, water softener running
Amy Thompson, 1116 Sycamore Road, \$203.55, running toilet

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.

14. Annexations/Pre-Annexations

None.

15. Plan Review

a) Chicago West

Mark Eddington stated he attended a meeting with Jerry Krusinski and the development of the Krusinski property is continuing to move forward.

16. Engineer's Report

a) Fairview Drive Sewer Extension

Staff and Foster & Buick have drafted an agreement for engineering costs and terms of service costs with Waste Management, which have been sent to Waste Management for review and execution.

b) Malta and Kishwaukee College Sewer Extension

B&W is nearing completion of design documents. The project has received planning approval from the IEPA loan program and Staff has begun working on the IEPA Loan Application. Staff is working with a lobbyist to investigate potential funding opportunities.

c) 2019 Spot Repair Project

Construction is complete with only minor punchlist items left to be completed.

d) Regionalization

Mark Eddington stated there are surrounding communities that are in need of wastewater treatment plant upgrades. Mark has had conversations with a few of these communities and there is interest in having KWRD provide wastewater service. An engineering feasibility study will be reviewed.

17. Projects

a) Phase 1B Biological Improvements

Mike Holland stated phosphorus removal processes have been brought online and representatives from CHP manufacturer, Nissen, will be on site from 1/13 – 1/24 for startup of the CHP generator.

Disbursement Request No. 29 in the amount of \$767,114.53 for WBCI Payment No. 28 and B&W engineering, has been submitted and is awaiting receipt from the IEPA. WBCI Payment Request No. 28 for \$753,549.53 has been reviewed and is recommended for payment pending disbursement receipt. Trustee Zar moved approval of Payment Request No. 28 pending disbursement receipt from the IEPA in the amount of \$753,549.53. 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.

Mike Holland stated that the District has received a quote to demolish the old Admin Building for \$26,967 (approximately \$30,000 after WBCI overhead and profit), which we would need a new roof and new plumbing to continue to be used. Mike Holland requested authorization to proceed with demolition of the old Admin Building for \$30,000. 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.

18. New Business

Staff and the DeKalb Park District have had conversations researching snow making machines for the sled hill.

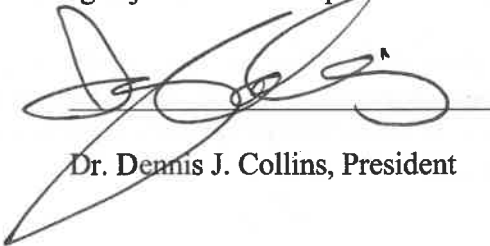
Mark Eddington reviewed KWRD Board Meeting dates. The Board Meeting scheduled for March 18, 2020 was moved to Monday, March 16, 2020 at 5:30 p.m. The April 15, 2020 Board Meeting will remain the same. Mark stated there is still a conflict for the May 20, 2020 Board Meeting. Will confirm moving to May 13, 2020 at a later meeting.

19. Executive Session

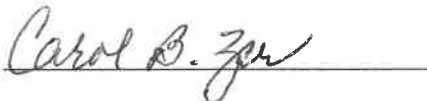
No Executive Session.

20. Adjournment

President Collins moved to adjourn the meeting at 2:49 p.m. 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. Meeting adjourned at 2:49 p.m.



Dr. Dennis J. Collins, President



Ms. Carol B. Zar, Clerk

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 19th day of FEBRUARY, 2020.

SEAL



Carol B. Zar
Carol B. Zar, CLERK

