



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday, August 19, 2020 – 12:00 PM**

The August meeting of the Kishwaukee Water Reclamation District Board of Trustees was held virtually via Zoom meeting at 12:00 pm on Wednesday, August 19, 2020. In attendance were Trustees Dennis J. Collins, Tim Struthers, Dawn Cosentino, P.E., Attorney Keith Foster, Treasurer Steve Parker, District Manager Mark Eddington, P.E., District Engineer/Asst. District Manager Mike Holland, P.E., Operations Manager Steve Olsen, Asst. Operations Manager Jason Robbins, Staff Engineer Joe Kosteki, Administrative Assistant Tracy Zenkner, Management Analyst Nick Newman and Brent Perz, P.E. of Baxter & Woodman.

1. Call to Order

President Collins called the meeting to order at 12:09 p.m.

2. Approval of the August Agenda

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

3. Approval of July Meeting Minutes

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

5. Public Input and Communications

Mark Eddington introduced Brad Porter of Lauterbach & Amen, LLP (please see item #8 below).

6. COVID-19 Response

Mark Eddington updated the Board regarding staffing and reiterated staff is continuing to follow safety guidelines as outlined by IDPH and the implemented District policies to keep staff healthy and safe.

7. Treasurer's Report and Investment Policy Review

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

8. FY 2019-2020 Audit Presentation – Brad Porter – Lauterbach & Amen, LLP

Brad Porter reviewed the findings of the FY 2019-2020 Audit and stated everything went very smoothly. There was only one recommendation identified and a plan moving forward will be put in place. Brad offered his assistance if necessary.

9. District Dashboards

Mark Eddington discussed the District's Dashboard and stated revenue and expenses are in solid shape. Units and fees continue to trend downward. Environmental compliance is doing well. Overtime and Call-Ins were increased due to transitioning issues with the new facility.

Mike Holland reviewed the Hauled Waste Dashboard. The month of August was another good month for hauled waste, the second highest on record.

10. Operator's Report

a) 825 Lacas Street – Follow-up

Mark Eddington stated he met with staff from the City of DeKalb and the resident at 825 Lacas Street, to inspect the property adjacent to the homeowner, as well as the homeowner's property. Suggestions were offered to the resident and it was recommended he utilize these suggestions and if these do not alleviate the flooding issues, further steps can be discussed.

11. Backflow Prevention Program

Mike Holland presented research collected on different types of Backflow Prevention Programs other communities provide for residents. Similar programs were found in 28 different northern Illinois communities. The most common program was the Overhead Sewer Program. President Collins suggested the District formulate a draft plan for this program type, requirements, eligibility, etc. for consideration at a future meeting.

12. Catastrophic Water Loss Relief Requests

None.

13. Plan Review

None.

14. Annexations/Pre-Annexations

None.

15. Engineer's Report

a) Malta and Kishwaukee College Sewer Extension

Mike Holland stated KWRD applied for a Department of Commerce and Economic

Opportunity (DCEO) – Rebuild Illinois Fast-Track Public Infrastructure grant, for the amount of \$5 million. The updated cost estimate for the project is \$6,837,920. Staff expects to hear back this month on if we will be receiving any of this funding. If awarded though, KWRD will have to be under construction within 90 days from the notice of award.

b) Northern DeKalb County Sewer Extension

Mark Eddington stated Baxter & Woodman has begun preliminary engineering work for this report.

c) Harvestore Drive Sewer Improvements

Mike Holland stated this project is out to bid with a bid opening scheduled for September 1st. The Cost Estimate for the project is \$4,479,250.

To allow for construction to start as soon as possible, Staff would like to schedule a special board meeting for September 2nd to execute the Notice of Award and authorize the Notice to Proceed, pending receipt of necessary bonds and insurance. Mike Holland suggested 1pm on September 2nd and the board agreed.

Mike Holland stated that the proposed sewer will be crossing the Union Pacific railroad, via trenchless jack and bore methods, which requires a permit from the UP. Since May, Staff and B&W went to great lengths to obtain this permit and receive feedback, ultimately requiring action from Rep. Keicher and Rep. Demmer. The crossing was ultimately approved and requires execution of a “Pipeline Crossing Agreement” and payment of a \$5,000 License Fee.

Mike Holland requested authorization to proceed with the “Pipeline Crossing Agreement” and payment of a \$5,000 License Fee. Trustee Struthers moved approval to proceed with the “Pipeline Crossing Agreement” and payment of a \$5,000 License Fee. President Collins seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed.

d) 2nd CHP Generator

Mike Holland stated Facebook has proposed donating funds for a 2nd CHP generator to the District as part of their development agreement. Baxter & Woodman was authorized at the June Board Meeting to proceed with preliminary engineering work to evaluate the scope of work necessary to have this installed. B&W provided a technical memo identifying options for incorporating the 2nd CHP generator and maximizing the electrical benefit. After discussion, it was agreed upon by the board to proceed with a phased approach, which Mike Holland stated that he would request a proposal from B&W for.

16. Projects

a) Phase 1B Biological Improvements

Mike Holland stated Williams Brothers has been working punchlist and SCADA work. WBCI has submitted Payment Request No. 35 in the amount of \$98,235.16, which has been reviewed and is recommended for payment. President Collins moved approval of Payment Request No.

35 in the amount of \$98,235.16. Trustee Cosentino seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed.

17. New Business

Mark Eddington discussed the excess amount of sludge in the sludge storage building and the need to move it around to accommodate more. Elliott & Wood has been utilized previously. The District is discussing contracting with the City of DeKalb to assist the District as needed.

18. Executive Session

At 2:26 p.m. President Collins moved to go into Executive Session to discuss personnel matters. Trustee Cosentino seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed.

At 2:42 p.m. President Collins moved to return from Executive Session. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed.

19. Personnel

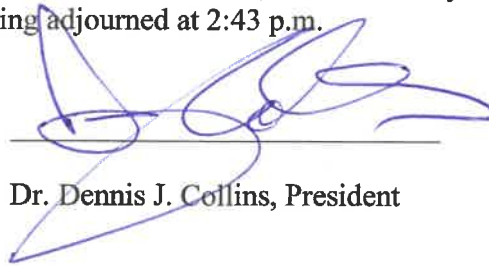
No action was taken.

20. Adjournment

President Collins moved to adjourn the meeting at 2:43p.m. Trustee Cosentino seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed. Meeting adjourned at 2:43 p.m.



Ms. Dawn Cosentino, P.E., Clerk



Dr. Dennis J. Collins, President