



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday February 17, 2021 – 12:00 PM**

The February meeting of the Kishwaukee Water Reclamation District Board of Trustees was held virtually via Zoom meeting at 12:00 pm on Wednesday, February 17, 2021. In attendance were Trustees Dennis J. Collins, Tim Struthers, Dawn Cosentino, P.E., Attorney Keith Foster, Treasurer Steve Parker, Executive Director Mark Eddington, P.E., District Engineer/Asst. District Manager, Mike Holland, P.E., Operations Manager Jason Robbins, Staff Engineer Joe Kostecki, Administrative Assistant Tracy Zenkner, Management Analyst Nick Newman and Derek Wold, P.E. of Baxter & Woodman.

1. Call to Order

President Collins called the meeting to order at 12:04 p.m.

2. Approval of the February Agenda

Trustee Cosentino moved approval of the February agenda. 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.

3. Approval of January Meeting Minutes

Trustee Cosentino moved approval of the January Meeting Minutes. 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.

4. Approval to pay bills as presented

President Collins moved approval of payment of bills as presented. 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.

5. Public Input and Communications

Mark Eddington introduced Brad Porter of Lauterbach & Amen who will be discussing the Procurement Policy. Please see item 6.

Mark Eddington introduced Mary Ellen Schaid, Safe Passage Executive Director, and Christine Kyler, Safe Passage Development Director. Please see item 13a.

6. Treasurer's Report and Procurement Policy

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

Mark Eddington introduced Brad Porter of Lauterbach & Amen, who reviewed the requirements necessary for moving to ACH transactions for monthly payments, as well as the pros and cons. The Board requested more research and information for further discussion at a future Board Meeting.

7. District Dashboards

Mark Eddington discussed the District's Dashboard. Mark stated revenue and expenses are in a good position. Environmental Compliance has been good. There has been OT due to the recent snow.

Mike Holland reviewed the Hauled Waste Dashboard.

8. Operator's Report

There was no Operator's Report.

9. Waste Burner Modification

Mike Holland stated the collar is ready for installation. Mike will keep Oaken Acres informed on the progress and installation.

10. 20/21 Draft Budget

Mark Eddington reviewed the draft budget. Recommendations were discussed and the draft budget will be discussed at the next Board Meeting.

11. 2021 User Rate Adjustment

Mark Eddington reviewed the model for the 2021 User Rate Adjustment. The Board asked for a peer analysis to review at next month's Board Meeting.

12. Catastrophic Water Loss Relief Requests

President Collins moved to approve the following Catastrophic Loss request:

Hunter Star Properties, 627 Lucinda Front, \$223.44, toilet broken

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

13. Plan Review

Mike Holland stated the public sewer that needed to be moved at the old DeKalb Clinic site has been moved and construction of the new Safe Passage building has begun. The cost to move the infrastructure was shared by KWRD, the City of DeKalb and Safe Passage.

14. Annexations/Pre-Annexations

No discussion.

15. Engineer's Report

a) Malta and Kishwaukee College Sewer Extension

Mike Holland stated Staff has been coordinating the next steps with Malta and Kish College with the expectation that Malta will be voting on whether or not to proceed with the project in April.

b) Northern DeKalb County Sewer Extension

Mike Holland stated Baxter & Woodman has provided the preliminary engineering report for this project and Staff will be finalizing with B&W based on conversations with Genoa.

c) 2nd CHP Generator

Mike Holland stated Baxter & Woodman has provided a design-build proposal for the project in the amount of \$1,177,459. This does not include the cost for purchasing the CHP generator from Nissen, which KWRD will purchase directly, for the cost of \$525,805. Staff is requesting authorization to execute the proposals from B&W, up to \$1,177,459, and Nissen, up to \$525,805.

President Collins moved approval of the B&W Design Build Proposal up to \$1,177,459, and Nissen CHP Proposal, up to \$525,805, with the expectation that grant funds will be received to reduce the return on investment. 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.

Mike Holland stated that Staff has submitted a grant application to the Illinois Clean Energy Community Foundation (ICECF) for their Net Zero Energy Wastewater Treatment Plants program. This program can provide grant funding to help utilities pursue energy initiatives to meet Net Zero. Grant funding is eligible for 50% of project costs, up to \$500,000 a year, with an ultimate cap of \$2 million. Staff has developed a Facility Wide Energy Plan, as part of the application process, identifying initiatives to meet the ultimate goal of net-zero. To show KWRD's commitment to being a net-zero energy treatment plant, staff is recommended that the board formally adopt the energy plan via resolution.

Mike Holland requested approval of Resolution 2021-02-17 Adopting a Facility-Wide Energy Plan. Trustee Struthers moved approval of Resolution 2021-02-17 Adopting a Facility-Wide Energy Plan. 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.

d) Digester 1A Mixer

Mike Holland stated Digester 1A is experiencing mixing issues, suspected to be from a plugged mixing nozzle. Additionally, the existing mixing pumps for Digester 1A are aging and need replacement, which would cost approximately \$60,000. Rather than replace the pumps in kind, Staff is recommending the installation of a top-down mixer, made by Stamo, similar to what is currently installed in Digester 2A. The budgeted cost to install this mixer is \$250,000 however the reduced power of the Stamo mixer is estimated to save \$13,222 in electricity per year. These savings, plus an additional \$21,000 ComEd grant this work would be eligible for would

make the payback for this equipment 13 years.

Mike Holland requested authorization to purchase the Stamo Mixer for \$162,100. Trustee Struthers moved approval of authorization to purchase the Stamo Mixer for \$162,100. 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.

16. Projects

a) Phase 1B Biological Improvements

Mike Holland stated Williams Brothers has been working on punchlist and SCADA work, as well as change order items. WBCI has submitted Payment Request No. 39 for \$117,095.21, which has been reviewed and is recommended for payment.

President Collins moved approval of Payment Request No. 39 in the amount of \$117,095.21. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. Trustee Struthers declared the motion passed.

b) Harvestore Drive Sewer Improvements

Mike Holland stated all sanitary sewer infrastructure has been installed and the project was substantially complete, effective January 20, 2021. Only landscaping and pavement restoration work is left to be completed.

Austin Tyler has submitted Payment Request No. 4 for \$431,716.99, which has been reviewed and is recommended for payment. Trustee Struthers moved approval of Payment Request No. 4 in the amount of \$431,716.99. 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

No New Business.

18. Executive Session

No Executive Session.

19. Personnel – Compensation

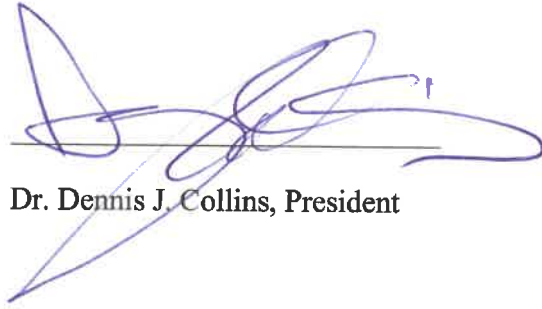
No action taken.

20. Adjournment

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

Handwritten signature of Dawn C. Cosentino in black ink.

Ms. Dawn C. Cosentino, P.E., Clerk

Handwritten signature of Dr. Dennis J. Collins in blue ink, written over a horizontal line.

Dr. Dennis J. Collins, President