



**Kishwaukee Water Reclamation District  
Board Meeting Minutes  
Wednesday April 21, 2021 – 12:00 PM**

The April meeting of the Kishwaukee Water Reclamation District Board of Trustees was held virtually via Zoom meeting at 12:00 pm on Wednesday, April 21, 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 12:05 p.m.

**2. Approval of the April Agenda**

Trustee Cosentino moved approval of the April 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 March Meeting Minutes**

Trustee Struthers moved approval of the March 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**

Trustee Struthers 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**

No Public Input and Communications.

**6. Treasurer's Report and Procurement Policy**

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

**7. Annual Appointments/Meeting Schedule for FY 21/22**

- a. Treasurer – President Collins moved approval to renew treasurer, Steve Parker. 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. Legal Counsel – President Collins moved approval to renew legal counsel, Keith Foster. 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.

- c. Depositories – Trustee Cosentino moved approval to renew the depositories and depository limits:

\$2,000,000 limits – Waterman State Bank, Illinois Community Credit Union, and DeKalb County Credit Union.

\$5,000,000 limits – Heartland Bank & Trust, Old Second Bank, First State Bank, Fifth Third Bank and PNC Bank.

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.

- d. Authorization for Signing Checks – Trustee Struthers moved approval to renew approval authorizing Mark Eddington and Steve Parker to sign checks. 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.
- e. Schedule of Board Meetings – President Collins moved approval of final Board Meeting Dates. 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.

## **8. District Dashboards**

Mark Eddington discussed the District’s Dashboard. Mark stated year-to-date looks good, solid units and fees. Mark stated NIU revenue was down about 40% (roughly \$300,000) to date due to lack of in-person students. Environmental Compliance reveals phosphorus removal has improved greatly. OT and Call Ins were lower than expected due to unusually dry spring weather.

Mike Holland reviewed the Hauled Waste Dashboard. March numbers are bouncing back due to increase in septic and grease haulers.

## **9. Operator’s Report**

Jason Robbins stated Staff finished construction on Digester 2B and recently began the filling process. Due to the process taking multiple days, Staff coordinated the downtime to install the centrifuge auger liners, adding a full-length overhead auger screw and replacing seals on the centrifuge gates. Staff also installed the new mixing pump for Digester 2B.

Staff has finished demo of the small garage. As weather and time permits, Staff will continue demo of the trickling filters.

Jason reported at this time the District does not have a current contract for biosolids land application as the contract with Bingham Farms ended in February, 2021. The new plant produces more biosolids and we estimate a yearly average in the range of 8,000-10,000 cubic yards produced each year. The current storage barn has the capacity to hold roughly 5,000 cubic yards if the District hires out to stack the solids. Jason recommended that the District publicly bid a Fall/Spring haul out for biosolids land application. This would entail a haul out in the Spring and again in the Fall of roughly 4,000-5,000 cubic yards. This would eliminate hauling to the landfill and the need

for additional storage barn facility in the future.

Jason Robbins requested authorization to go to bid for a Fall/Spring haul out for biosolids land application. President Collins moved approval. 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.

#### **10. Catastrophic Water Loss Relief Requests**

Trustee Cosentino moved to approve the following Catastrophic Loss request:

Shilpi Majumdar, 2589 Soros Court, \$168.00, toilet leak

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.

#### **11. Plan Review**

Mike Holland stated development of Johann Suites is proceeding at the location of the old City Hall.

#### **12. Annexations/Pre-Annexations**

- a) Annexation #236 – Ordinance #598 – JJK, LLC (160-acre Young Farm)

Mark Eddington reviewed Annexation #236 – Ordinance #598 – JJK, LLC (160-acre Young Farm). Trustee Cosentino moved approval of Annexation #236 – Ordinance #598 – JJK, LLC (160-acre Young Farm). 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.

#### **13. Engineer's Report**

- a) Malta and Kishwaukee College Sewer Extension

Mark Eddington 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. In the meantime, Staff has submitted the project for funding through congressional appropriations and will be waiting to see if any funding opportunities arise out of an anticipated Federal infrastructure bill.

- b) Northern DeKalb County Sewer Extension

Mark Eddington stated Baxter & Woodman has completed the engineering Technical Memorandum for this project and Staff will continue to discuss options with Genoa and Kingston.

## **14. 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 submitted Payment Request No. 40 for \$79,029.50, which has been reviewed and is recommended for payment.

President Collins moved approval of Payment Request No. 40 in the amount of \$79,029.50. Trustee Cosentino 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 is installed and the project was substantially complete, effective January 20, 2021. Only landscaping and pavement restoration work remains and this work will begin this month. Austin Tyler did not submit a payment application this month.

### **c) 2<sup>nd</sup> CHP Generator**

Mike Holland stated pre-construction activities will begin this month with on-site construction expected to begin in May/June. Staff is waiting to hear back from the Illinois Clean Energy Community Foundation (ICECF) on the Net Zero Energy Wastewater Treatment Plants grant, expected in May.

## **15. New Business**

Discussion was held regarding when to return to in person meetings and the decision was made to revisit this item at the next Board Meeting.

## **16. Executive Session**

At 2:05 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 2:30 p.m. President Collins moved to close Executive Session and resume the public meeting. 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. Personnel – Compensation**

After returning to open session, President Collins motioned for the board to grant non-bargaining unit employees salary increased as detailed in executive session. These amounted to 2.75% increases (similar to bargaining unit employees) for the majority of management staff with the exceptions of the District Engineer (4.5%) and Management Analyst (8.7%). 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.

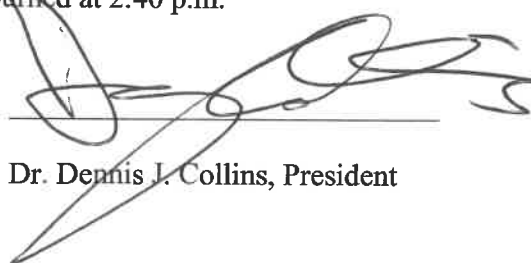
President Collins acknowledged KWRD management for their stellar work in completing the multi-year Phase 1B Biological Improvements project. He further noted that the project was completed on time and within budget despite the addition of the \$1.6 million maintenance center, covers for both primary clarifiers, and an upgraded FOG dumping station. The board was pleased that the \$55 million project was able to be completed without the need to implement any more that inflationary rate increases. It was noted that this project has led to some of the cleanest effluent in Illinois while creating a pathway to 100% energy independence and developing new revenue streams. To acknowledge the savings to ratepayers President Collins motioned that Executive Director Eddington and Engineer Holland each receive a one-time performance bonus of \$10,000. Director Eddington was also granted authority to disperse \$10,000 in bonus compensation to split as he sees fit to other management employees involved with the successful project. 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.

### **18. Adjournment**

President Collins moved to adjourn the meeting at 2:40 p.m. Trustee Struthers 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 2:40 p.m.



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



Dr. Dennis J. Collins, President

CERTIFICATION

I, Dawn C. Cosentino, 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 19<sup>th</sup> day of MAY, 2021.

SEAL



*Dawn C Cosentino*

Dawn C. Cosentino, P.E., CLERK