



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

The July meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, July 21, 2021. In attendance were Trustees Dennis J. Collins, Tim Struthers, Dawn Cosentino, P.E., Attorney Keith Foster, Treasurer Steve Parker, District Engineer/Asst. District Manager, Mike Holland, P.E., Operations Manager Jason Robbins, 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 12:27 p.m.

2. Approval of the July Agenda

Trustee Struthers moved approval of the July 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 June Meeting Minutes

Trustee Struthers moved approval of the June 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 Cosentino moved approval of payment of bills as presented. President Collins seconded. The motion carried by a 2-0-1 roll call vote. Aye: Collins, Cosentino. Nay: None. Absent: Struthers. President Collins declared the motion passed.

The Board requested more background information on Industrial Appraisal services.

5. Public Input and Communications

President Collins introduced Bill Nicklas, City Manager of City of DeKalb. Bill discussed receiving Federal funds through the CARES Act Recovery Assistance program and the District's portion as a Non-Entitlement Unit (NEU).

Mike Holland introduced the District's newest wastewater operator, Trent Owens.

6. Treasurer's Report

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

7. District Dashboards

Mike Holland discussed the District's Dashboard. Mike stated June was a good month with an

increase in units billed due to the dry weather. Mike reported the environmental compliance reflects a good month. Phosphorus remains well below permit level.

Mike Holland reviewed the Hauled Waste Dashboard. Mike stated leachate was down due to the dry weather.

8. Operator's Report

Jason Robbins reported lift station cleanup is underway. The District has received many compliments from residents regarding the improvement of the landscaping surrounding the lift stations.

Jason commented on Hauler Appreciation Day, stating the event was well received by the District's customers and looking forward to making this an annual event moving forward.

Jason informed the Board that the District is currently out to bid for Biosolids Hauling services for the next 2 years.

9. 2021 Audit - Preview

Mike Holland stated the results of the 2021 Audit will be further discussed at the August Board Meeting but the preliminary audit looks good.

10. NACWA Award – Peak Performance- Silver 2020

Mike Holland reported the District received the NACWA (North American Clean Water Agency) – Silver Peak Performance Award for 2020, which acknowledges five or less excursions in the calendar year.

11. Public Relations

a) OC Creative

Mike Holland reported Staff had a positive meeting with OC Creative and requested a proposal for marketing services in preparation for the 2022 Open House.

b) Open House – Spring/Summer 2022

i. Video

Mike Holland stated the District's informational video has been filmed and editing is ongoing with an expected completion with the next 2 months.

ii. FB Partnership

Mike Holland stated that Staff has been in discussion with Facebook about recognizing their donation for the 2nd CHP project.

12. Connection Fee Waiver

Mike Holland stated the District has currently waived connection fees for single family homes. Discussion will be held at a later date regarding the duration of the waiver in coordination with the City of DeKalb’s waiver of impact fees..

13. Suburban Apartments/MCJ Investments

Mike Holland reported a lien was placed against MCJ Investments due to nonpayment of sewer bills. After discussion with the Board and District Attorney, Keith Foster, it was determined that a Violation Notice should be issued and the residents should be notified.

14. Adventure Works Fence Removal

Mike Holland informed the Board Adventure Works replaced the old fence along the property line with a new fence. AdventureWorks is requesting the District share the cost of the fence removal. The Board left it to Mike’s discretion to work with Adventure Works regarding an amount.

15. Catastrophic Water Loss Relief Request

President Collins moved to approve the following Catastrophic Loss requests:

- Michael Smith, 520 Grove Street, \$174.41, running toilet
- Abhishek Goyal, 1120 Northern Court, \$390.04, running toilet

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.

16. Lateral Assistance Program

Mike Holland reported there have been inquiries from residents regarding the Lateral Assistance Program and applications have begun to be submitted.

17. Plan Review

- a) Project Barb – Chicago West

Bill Nicklas discussed Project Barb, suggesting groundbreaking would be happening around August, 2021.

18. Annexations/Pre-Annexations

None.

19. Engineer’s Report

- a) Energy Planning

Mike Holland stated at the June Board Meeting Staff identified options for pursuing the

District's goal of energy neutrality through solar power generation to supplement CHP generation. Staff has requested that B&W provide a Work Order to develop a feasibility plan to evaluate options and develop cost estimates for the District's path forward. B&W has provided a \$22,300 Work Order for these services, which has been reviewed and is recommended for approval.

President Collins moved approval of the B&W Solar and Energy Neutrality Work Order for \$22,300. 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.

b) I/I Program Development

With the Phase 1B Improvements wrapping up, Staff will be focusing on Collection System improvements. Staff has authorized a \$10,000 Work Order with B&W to assist with big picture development of an Infiltration and Inflow (I/I) Program to help focus on improvements moving forward. President Collins requested more information on historical progress that has been made.

20. Projects

a) Phase 1B Biological Improvements

As of July 7th this project is at Final Completion. WBCI has submitted Final Payment Request #43 for \$94,278.96, along with final closeout warranty and documentation, which has been reviewed and is recommended for payment.

President Collins moved approval of Payment Request No. 43 in the amount of \$94,278.96. 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.

b) Harvestore Drive Sewer Improvements

All sanitary sewer infrastructure is installed and the project was substantially complete effective January 20, 2021. The majority of landscaping and pavement restoration work was completed this month, with only minor punchlist items remaining to be completed. Austin Tyler has submitted Payment Request #5 for \$406,111.23 which has been reviewed and is recommended for payment.

Trustee Struthers moved approval of Payment Request No. 5 in the amount of \$406,111.23. 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.

c) 2nd CHP Generator

Mike Holland stated that construction activities have begun on-site with delivery of the new CHP generator expected in September. B&W-Boller has submitted Payment Request No. 3 in the amount of \$85,158.90, which has been reviewed and is recommended for payment.

Trustee Cosentino moved approval of Payment Request No. 3 in the amount of \$85,158.90.

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) Malta & Kishwaukee College Sewer Extension

Mike Holland stated the IEPA has released the Final Intended Use Plan (IUP) for FY2022, which identifies the projects that the IEPA intends to provide loan funding for and what the proposed loan terms will be. This project has a cost estimate of \$6.5 million and the IEPA expected interest rate will be 1.11%. From the IUP, the Malta-Kish College has been identified to receive 15% debt forgiveness (\$975,000) for having a Median Household Income (MHI) below 70% of the statewide average. Additionally, the IEPA has indicated this project is eligible for a new principal forgiveness opportunity of \$1,000,000 for projects that will consolidate two or more treatment facilities.

At the June Board Meeting, the Board reviewed a proposed Intergovernmental Cooperation Agreement with the Village and College for Connection Fees and identifying an anticipated timeline having the project out to bid on August 2, 2021. This Agreement has been executed by the Village and College and is recommended for the Board's approval and execution.

Trustee Struthers moved approval of execution of the Intergovernmental Cooperation Agreement between KWRD, the Village of Malta and Kishwaukee College. 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 moved approval of authorization to proceed with Bidding. 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.

The District wishes to acknowledge that Kevin Buick and Keith Foster are listed as attorneys on the Intergovernmental Cooperation Agreement, for both KWRD and the Village, as both attorneys have knowledge specific to these organizations.

21. New Business

Mike Holland reported Mark Eddington would like to schedule a time next month, before or after the Board Meeting to give a tour of the updated plant.

22. Executive Session

At 2:26 p.m., President Collins moved to go into Executive Session to discuss personnel matters. 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.

At 2:42 p.m., President Collins moved to close Executive Session and resume the public meeting. 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.

23. Personnel

No Discussion.

24. Adjournment

Trustee Struthers moved to adjourn the meeting at 2:43 p.m. President Collins 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.



Dawn Cosentino

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



Dr. Dennis J. Collins, President

CERTIFICATION

I, Dawn 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 18^m day of AUGUST, 2020.

SEAL



Dawn Cosentino

Dawn Cosentino, P.E., CLERK

