



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday August 18, 2021 – 12:00 PM**

The August meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, August 18, 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., 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 12:34 p.m.

2. Approval of the August Agenda

Trustee Cosentino 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

Trustee Struthers 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

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.

Mark Eddington shared background information on Industrial Appraisal services as requested.

5. Public Input and Communications

Mark Eddington introduced Brad Porter of Lauterbach & Amen. See item #10.

6. Treasurer's Report

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

7. District Dashboards

Mark Eddington discussed the District's Dashboard. Mark stated July was a good month with units billed trending upwards due to the dry weather. Mark reported the environmental compliance reflects a good month. Staff is keeping a close eye on the phosphorus level as it expects some seasonal changes may occur as temperatures change.

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

8. Operator's Report

Mike Holland reported the bid opening for biosolid hauling was held July 23, 2021 with the lowest bidder being Synagro.

President Collins moved approval to accept the bid for Biosolids Disposal Services Fall 2021-Fall 2022 from Synagro. 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.

9. COVID Update

Mark Eddington reported the District is following the recommendations from IDPH, as well as the CDC, to return to masking indoors, regardless of vaccination status.

10. 2021 Audit – Lauterbach & Amen

Brad Porter reviewed the findings of the FY 2020-2021 Audit and stated everything went very smoothly. The Auditors identified no material deficiencies and stated that the District's internal control structure is "in order". The only recommendation issued addressed the need for a "capital asset policy". This policy would provide guidance on the financial aspects of capital assets. It would provide a minimum dollar amount and minimum useful life for an items to be classified as a capital asset. The District plans on instituting this policy this FY.

President Collins moved to accept the audit as presented. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Cosentino, Struthers. Nay: None. President Collins declared the motion passed.

11. Financial Model Update

Mark Eddington presented an updated model that included the FY-20/21 audit numbers. The FY ended with a higher (\$750K) than projected "end of year cash".

12. Public Relations

Mark Eddington stated this will be revisited next month.

13. Suburban Apartments/MCJ Investments

Mark Eddington reported he has been in contact with the owner of Suburban Apartments/MCJ Investments and is working on a resolution to the situation in the coming weeks.

14. Catastrophic Water Loss Relief Request

Trustee Cosentino moved to approve the following Catastrophic Loss requests:

Brenda Harper, 745 Haish Street, \$200.49, water softener running

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.

15. Lateral Assistance Program

Mike Holland reported two applications from residents have been submitted, are being processed and moving along as expected.

16. Plan Review

a) Project Barb – Chicago West

Mark Eddington discussed Project Barb, suggesting groundbreaking would be happening around August, 2021.

17. Annexations/Pre-Annexations

None.

18. Engineer's Report

All items were covered under Agenda item #19 – Projects.

19. Projects

a) Phase 1B Biological Improvements

Mike Holland reported the project is at Final Completion. Staff is currently waiting on the final loan documents and disbursement.

b) Harvestore Drive Sewer Improvements

Mike Holland stated all sanitary sewer infrastructure is installed and restoration work has been completed, with only minor punchlist items remaining. Austin Tyler has submitted Payment Request #6 for \$168,720.41 which has been reviewed and is recommended for payment.

Trustee Struthers moved approval of Payment Request No. 6 in the amount of \$168,720.41. 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.

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. 4 in the amount of \$58,641.30, which has been reviewed and is recommended for payment.

President Collins moved approval of Payment Request No. 4 in the amount of \$58,641.30. 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) **Malta & Kishwaukee College Sewer Extension**

Mike Holland stated this project is currently out to bid, with a scheduled Bid Opening date of September 24th.

20. New Business

Mark Eddington reported there is question regarding Crossview Church's connection to sanitary and billing, which the District will be investigating.

Mark Eddington stated the contract with Joyce Nardulli, the lobbyist hired by the District, will not be renewed.

21. Plant Tour

Mark Eddington invited the Trustees to tour the new plant.

22. Executive Session

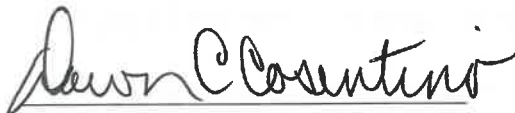
No Executive Session.

23. Personnel

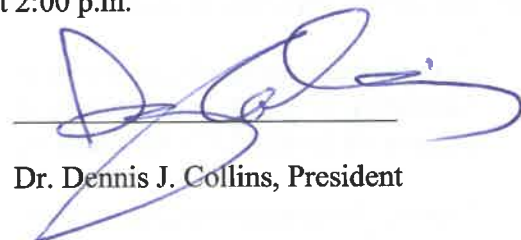
No Discussion.

24. Adjournment

President Collins moved to adjourn the meeting at 2:00 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 2:00 p.m.



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 22nd day of September, 2020.

SEAL



A handwritten signature in cursive script that reads "Dawn Cosentino".

Dawn Cosentino, P.E., CLERK

