



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday October 20, 2021 – 12:00 PM**

The October meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, October 20, 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, 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 12:32 p.m.

2. Approval of the October Agenda

Trustee Cosentino moved approval of the October 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 September Meeting Minutes

Trustee Struthers moved approval of the September 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 of October 6th Special Meeting Minutes

Trustee Struthers moved approval of the October 6th Special Board 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.

5. 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.

6. Public Input and Communications

Mark Eddington introduced Bill Nicklas, City of DeKalb City Manager.

7. Treasurer's Report

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

8. COVID Update

Mark Eddington reported the District is following the recommendations from IDPH, as well as the

CDC, masking indoors and social distancing, regardless of vaccination status.

9. District Dashboards

Mark Eddington discussed the District's Dashboard. Mark stated September was on pace with revenue and expenses staying in check. Units billed for the year increased slightly.

After discussing the increase in OT hours, Mark stated he has been considering a shift change to allow for added plant coverage Monday-Friday. He discussed an idea of changing from 8 hour days M-F to two overlapping four day shifts of 10-hour days (one shift M-Th the second Tu-Fri). He contends this change would provide better efficiency and cut down on costs due to overtime running the dewatering operations. The board was interested whether staff would embrace this change and Mark said he would come in November with more information.

Mike Holland reviewed the Hauled Waste Dashboard. Mike stated Staff is working on determining what is the largest amount of waste that can be managed operationally without causing any issues with the plant.

10. Health Insurance Renewal

Mark Eddington reported he has received renewal information, which has an expected 11% increase. Mark is reviewing the final numbers and several options and this will be discussed next month.

11. Operator's Report

Jason Robbins reviewed OT which was higher than normal due to an increase in emergency JULIEs.

Jason reported that Staff has been working on landscaping and the grounds are looking much improved.

Jason was pleased to report four Operators received operator certifications from the IEPA, with Ben Meier and Dan Knaak receiving their Class 2 Certifications and James Garland and Kevin Cherry receiving their Class 4.

12. Development Agreement

a) Clark House

Mark Eddington stated the Clark House has been a rental property of the District for many years. Due to the age and condition of the property, it is recommended to end the rental agreement and re-purpose the property. This property is set for demolition next budget year.

b) Future Improvements

No Discussion.

13. Connection Fee Adjustment

Mark Eddington proposed an increase in connection fees, effective next fiscal year, May 1, 2022, from \$400 to \$600. Mark stated that Connection Fees have not been adjusted since 2010 and the recommended increase is keep up with eleven years of inflation. There was Board consensus on the proposed Connection Fee increase, which will be officially adopted in April of 2022, as part of the Sewer Use Ordinance.

14. Castastrophic Water Loss Relief Requests

President Collins moved to approve the following Catastrophic Loss requests:

Hunter Normal Properties LLC, 910 Spiros Ct. #1, \$251.02, broken toilet

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.

15. Lateral Assistance Program

Mike Holland reported there are currently 9 applications from residents which have been submitted and are in various stages of the process.

16. Plan Review

- a) Project Barb – Chicago West

Mark Eddington stated Project Barb continues to move forward.

17. Annexations/Pre-Annexations

None.

18. Engineer's Report

- a) Noise/Vibration Complaint

Mike Holland reported that Staff has been contacted by the resident at 170 Joanne Lane with a complaint about a low level noise/vibration coming from the plant overnight. Mike stated that after a thorough investigation, the resident was informed that it is the District's conclusion that our plant is not the cause.

19. Projects

- a) Phase 1B Biological Improvements

Mike Holland reported the project is at Final Completion and the District has received the final loan disbursement. The District is still waiting on the final loan close-out documents, which will have the final loan amount, reflecting the updated construction interest.

b) Harvestore Drive Sewer Improvements

Mike Holland stated all work has been completed, with only minor punchlist items remaining.

c) 2nd CHP Generator

Mike Holland stated that delivery of the new CHP generator is expected this week. B&W-Boller has submitted Payment Request No. 6 in the amount of \$110,563.57, which has been reviewed and is recommended for payment. Mike Holland requested approval of Payment Request No. 6 in the amount of \$110,563.57.

President Collins moved approval of Payment Request No. 6 to B&W-Boller in the amount of \$110,563.57. 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 at the October 6th Special Board Meeting, the Board executed the Notice of Intent to Award the contract to the low bidder, Berger Excavating, for their base bid amount of \$6,297,000.00. The necessary bid documents have been submitted to the IEPA for their review and we are waiting on the Loan Agreement

e) Digester 1A Mixer

Mike Holland stated at the February Board Meeting, the Board authorized the purchase of a new digester mixer for Digester 1A. Staff has requested quotes for the mechanical installation, with the lowest quote received from DPS Equipment for \$32,000. Mike Holland requested authorization for Execution of Installation Proposal with DPS Equipment for \$32,000.

Trustee Cosentino moved approval of authorization for Execution of Installation Proposal with DPS Equipment in the amount of \$32,000. 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.

20. New Business

Mike Holland reported Nick Newman became a certified Envision Sustainability Professional. The Board congratulated Nick on this accomplishment.

21. Executive Session

No Executive Session.

22. Personnel

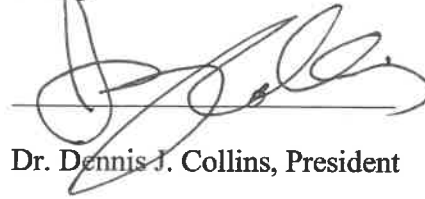
No Discussion.

23. Adjournment

President Collins moved to adjourn the meeting at 2:02 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 2:03 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 ~~an ordinance~~ ^{the minutes} duly adopted by its Board of Trustees, Kishwaukee Water Reclamation District, at a meeting duly convened and held on the 17th day of NOVEMBER, 2020.

SEAL



Dawn Cosentino

Dawn Cosentino, P.E., CLERK

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