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

The November meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, November 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, Administrative Assistant, Tracy Zenkner, Staff Engineer, Onassis Rivera, P.E. and Derek Wold, P.E. of Baxter & Woodman.

1. **Call to Order**

President Collins called the meeting to order at 12:24 p.m.

2. **Approval of the November Agenda**

Trustee Struthers moved approval of the November 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 October Meeting Minutes**

Trustee Cosentino moved approval of the October Meeting Minutes. 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.

4. **Approval to pay bills as presented**

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

5. **Public Input and Communications**

Mark Eddington introduced Bill Nicklas, City of DeKalb City Manager. See item #10.

Mark Eddington introduced Onassis Rivera, P.E., the District's newly hired Staff Engineer.

6. **Treasurer's Report**

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

7. **COVID Update**

Mark Eddington reported the District is 100% vaccinated and will continue to follow the recommendations from IDPH, as well as the CDC, masking indoors and social distancing, regardless of vaccination status.

8. District Dashboards

Mark Eddington discussed the District's Dashboard. Mark stated October was a solid month, however, monthly units were down slightly. The District was in 100% compliance with its NPDES Permit limits. Call-Ins and OT were down from previous numbers.

Mike Holland reviewed the Hauled Waste Dashboard. Mike stated the numbers reflected on the dashboard should be considered the new average. A discussion of a rate change for hauled waste was held.

9. Health Insurance Renewal

Mark Eddington reported he has received renewal information, which has an expected 11% increase. Mark reviewed the healthcare options and rates and suggested a new hybrid Blue Cross/Blue Shield Plan that incentivizes use of Physicians and services within their "Blue Select" network. The "Blue Select" option would decrease premiums for the District by 8% over its existing plan. Mark recommended the Board switch to this plan as most physicians and services utilized by staff are "Blue Select" providers. A motion was made by President Collins to authorize Mark Eddington to proceed with the recommended healthcare 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.

10. 2022 Tax Levy

Bill Nicklas discussed the upcoming City of DeKalb 2022 Tax Levy.

11. Operator's Report

Mark Eddington stated Staff and Administration participated in a meeting regarding a potential shift change. The District will be proceeding with a six-month trial of four 10-hour shifts (6 a.m. – 4:30 p.m.), from May 1, 2022, through November 1, 2022. Half of the operators will staff the facility M-Th and the other half will staff it Tu-Fri. Management and Laboratory staff will remain on a five-day work week.

12. City of DeKalb Development Agreement

No discussion.

13. Connection Fee Adjustment

Mark Eddington stated that the District will be proceeding with an increase in connection fees, effective next fiscal year, May 1, 2022, from $400 to $600, as discussed at the October meeting.

14. Soo Green Easement Agreement

Mark Eddington stated Keith Foster is refining the language of the agreement and this is moving forward.

15. Catastrophic Water Loss Relief Requests

Trustee Struthers moved to approve the following Catastrophic Loss requests:

Barbara North, 441 Normal Road, $241.24, broken toilet

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. Lateral Assistance Program

Mike Holland reported more payments have been processed and residents benefiting from the program are pleased.

17. Plan Review

a) Project Barb – Chicago West

Mike Holland stated the site sewer work has been completed.

b) Young Farm – Development Agreement Amendment

Mark Eddington reported an amendment is being developed for the Development Agreement.

18. Annexations/Pre-Annexations

None.

19. Engineer's Report

a) Federal Infrastructure Bill

Mike Holland stated the recently passed federal infrastructure legislation includes funding for the Clean Water State Revolving Loan Fund. Staff feels that it may be worthwhile to consider starting the design process for potential future improvements. The Board requested a report outlining the different improvements and a proposal will be presented next month.

b) Solar Improvements

Mike Holland stated Baxter & Woodman has concluded a Technical Memorandum investigating solar power feasibility at the District's site. The first phase would be installation of a solar array at the Trickling Filter location. Staff has requested that B&W provide a Design-Build proposal for the December Board Meeting.

20. 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. Only close-out documents remain to be addressed.

c) 2nd CHP Generator

Mike Holland stated that the new CHP generator has been delivered and installation has begun. B&W-Boller has submitted Payment Request No. 7 in the amount of $101,153.28, which has been reviewed and is recommended for payment. Mike Holland requested approval of Payment Request No. 7 in the amount of $101,153.28.

President Collins moved approval of Payment Request No. 7 to B&W-Boller in the amount of $101,153.28. 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. Mike Holland reported there has been a delay in reviewing the documents by the IEPA and that this could cause Berger's bid to expire without an extension. Staff requested authorization to execute the Notice of Award to Berger Excavating for their bid, pending receipt of the Loan Agreement, in the event that the Loan Agreement is received prior to the December board meeting.

President Collins moved to authorize Mark Eddington to execute the Notice of Award, pending receipt of the IEPA Loan Agreement. 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.

21. New Business

a) Mike Holland stated the District has received a ComEd Grant payment of $73,000 for the CHP.

b) Mark Eddington reported there is a conflict of scheduled dates for upcoming Board Meetings. This will be revisited next month.

22. Executive Session

No Executive Session.

23. Personnel

No Discussion.

24. Adjournment

President Collins moved to adjourn the meeting at 2:48 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 2:48 p.m.

Dr. Dennis J. Collins, President

Ms. Dawn C. Cosentino, P.E.

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 15th day of December, 2021.

SEAL

KISHWAUKEE WATER RECLAMATION DISTRICT
DEKALB COUNTY, IL
CORPORATE
SEAL

Dawn Cosentino

Dawn Cosentino, P.E., CLERK