



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday December 15, 2021 – 12:00 PM**

The December meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, December 15, 2021. In attendance were Trustees Dennis J. Collins, 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., Management Analyst, Nick Newman and Derek Wold, P.E. of Baxter & Woodman. Trustee Struthers was absent.

1. Call to Order

President Collins called the meeting to order at 12:38 p.m.

2. Approval of the December Agenda

Trustee Cosentino moved approval of the December agenda. President Collins seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Cosentino. Nay: None. Absent: Struthers. President Collins declared the motion passed.

3. Approval of November Meeting Minutes

President Collins moved approval of the November Meeting Minutes. Trustee Cosentino seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Cosentino. Nay: None. Absent: Struthers. President Collins declared the motion passed.

4. Approval to pay bills as presented

President Collins moved approval of payment of bills as presented.

- a) IEPA Loan #1 – Payment #20 of 40 in amount of \$384,615.38 (authority to wire transfer funds)
- b) IEPA Loan #2 – Payment #19 of 40 in amount of \$87,622.58 (authority to wire transfer funds)
- c) IEPA Loan #4 – Payment #2 of 40 in amount of \$1,573,038.10 (authority to wire transfer funds)
- d) Employee HSA Annual Deposit – Authorization to deposit \$92,800 on December 31 to fund Employee Health Savings' Accounts
- e) Annual Secondary Meter Refunds

Trustee Cosentino seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Cosentino. Nay: None. Absent: Struthers. President Collins declared the motion passed.

5. Public Input and Communications

Mark Eddington introduced Bill Nicklas, City of DeKalb City Manager. See item #12.

6. Treasurer's Report

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

7. COVID Update

Mark Eddington reported the District 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 revenue is solid, however, expenses are increasing. Environmental compliance was good. Call-Ins and OT were typical for this time of year.

Mike Holland reviewed the Hauled Waste Dashboard.

9. Operator's Report

Jason Robbins reported seeing an increase in parts costs as well as an issue with availability. Jason has begun pre-ordering and stocking the District's parts inventory to avoid delays in repairs and keeping the plant functioning.

- a) Operational Rate Increase – Mark Eddington identified increased operational costs due to inflation and energy cost increases.
- b) Hauled Waste Rate Increase – Mike Holland stated that hauled waste receiving rates will be increasing in 2022 to reflect the increase in treatment costs.

10. Ordinance #600 – 2022 Property Tax Levy

Mark Eddington reviewed the 2022 Property Tax Levy.

Mark requested a motion to approve Ordinance #600 – 2022 Property Tax Levy. President Collins moved approval. Trustee Cosentino seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Cosentino. Nay: None. Absent: Struthers. President Collins declared the motion passed.

11. ACEC Honor Award – Thursday, February 17, 2022 – Hyatt Regency O'Hare

Mark Eddington stated that Baxter and Woodman will receive a major award for the KWRD Ph. 1B Biosolids Improvements project. The award will be presented at a ceremony on February 17, 2022.

12. City of DeKalb Development Agreement

Mark Eddington stated Keith Foster is refining the language of the agreement and this is moving forward with an expected completion date of first quarter of 2022.

13. Catastrophic Water Loss Relief Requests

None.

14. Lateral Assistance Program

Mike Holland reported more payments have been processed and residents participating in the program are pleased.

15. Plan Review

a) Project Barb – Chicago West

Mark Eddington stated there is nothing new to report.

b) Young Farm – Development Agreement Amendment

Mark Eddington stated there is nothing new to report.

16. Annexations/Pre-Annexations

None.

17. Engineer's Report

a) Headworks

Mike Holland stated Staff has identified the ultimate need to rehabilitate the Headworks facility, either at its current location or reconstructing in a new location further away from the bike path. With recently passed federal infrastructure legislation expected to provide favorable funding opportunities for wastewater infrastructure projects, Staff would like to move forward with preliminary engineering work for this project. Staff has requested a preliminary engineering proposal from Strand Associates to develop design alternatives and cost estimates for the Headworks rehabilitation/reconstruction.

Mike Holland requested authorization to proceed with the preliminary engineering proposal, from Strand, in the amount of \$24,600. President Collins moved approval. Trustee Cosentino seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Cosentino. Nay: None. Absent: Struthers. President Collins declared the motion passed.

18. 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.

Mike Holland requested authorization to pay Austin Tyler the final payment #7 in the amount of \$73,915.16 upon receipt of close-out documents. Trustee Cosentino moved approval. President Collins seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Cosentino. Nay: None. Absent: Struthers. President Collins declared the motion passed.

c) 2nd CHP Generator

Mike Holland stated that the new CHP generator has been delivered and installation is ongoing. B&W-Boller has submitted Payment Request No. 8 in the amount of \$164,171.19, which has been reviewed and is recommended for payment. Mike Holland requested approval of Payment Request No. 8 in the amount of \$164,171.19.

President Collins moved approval of Payment Request No. 8 to B&W-Boller in the amount of \$164,171.19. Trustee Cosentino seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Cosentino. Nay: None. Absent: Struthers. President Collins declared the motion passed.

d) Malta & Kishwaukee College Sewer Extension

Mike Holland stated the District has received the IEPA Loan agreement for a total loan amount of \$7,122,910 with estimated repayment of \$5,054,474 after principal forgiveness with a fixed interest rate of 1.11% for 20 years. Mike Holland stated Staff has informed the Village and the College of the Loan details and both are still in agreement on proceeding with the project.

Mike Holland requested authorization to execute the IEPA Loan Agreement. President Collins moved approval to execute the IEPA Loan Agreement. Trustee Cosentino seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Cosentino. Nay: None. Absent: Struthers. President Collins declared the motion passed.

Mike Holland reported Berger Excavating has provided the necessary Bonds and Insurance and executed the Agreement for the Board's consideration.

Mike Holland requested authorization to execute the Agreement and authorize Issuance of Notice to Proceed. President Collins moved approval to execute the Agreement and authorize Issuance of Notice to Proceed. Trustee Cosentino seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Cosentino. Nay: None. Absent: Struthers. President Collins declared the motion passed.

Mark Eddington identified that Kishwaukee College will be providing backup power for the new lift station from their existing backup generator and that Foster & Buick has provided an amendment to the service agreement for execution. President Collins moved approval to execute the Agreement and authorize Issuance of Notice to Proceed. Trustee Cosentino seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Cosentino. Nay: None. Absent: Struthers. President Collins declared the motion passed.

19. New Business

- a) Mike Holland stated the District has received a ComEd Grant payment of \$69,372 for the CHP, which should be the last one for the project.

- b) Mark Eddington reported there is a conflict of scheduled dates for upcoming Board Meetings. It has been recommended to change the April 20th meeting to April 13th. This will be confirmed at the next meeting.

20. Executive Session

No Executive Session.

21. Personnel

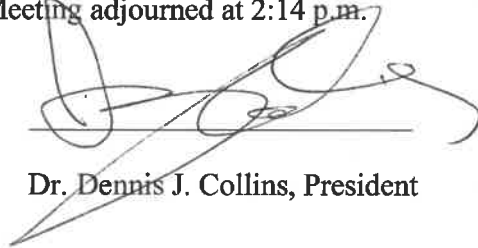
No Discussion.

22. Adjournment

President Collins moved to adjourn the meeting at 2:14 p.m. Trustee Cosentino seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Cosentino. Nay: None. Absent: Struthers. President Collins declared the motion passed. Meeting adjourned at 2:14 p.m.



Ms. Dawn C. Cosentino, P.E.



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 19th day of JANUARY, 2021.

SEAL



Dawn C. Cosentino

Dawn C. Cosentino, P.E., CLERK