



**Kishwaukee Water Reclamation District  
Board Meeting Minutes  
Wednesday March 16, 2022 – 12:00 PM**

The March meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, March 16, 2022. 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, Management Analyst, Nick Newman and Derek Wold, P.E. of Baxter & Woodman.

**1. Call to Order**

President Collins called the meeting to order at 12:31 p.m.

**2. Approval of the March Agenda**

President Collins moved approval of the March agenda. 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.

**3. Approval of February Meeting Minutes**

President Collins moved approval of the February 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**

Trustee Cosentino moved approval of payment of bills as presented. 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.

**5. Public Input and Communications**

Mark Eddington introduced Lead Wastewater Operator, Ben Meier and Bill Nicklas, City of DeKalb City Manager.

**6. Treasurer's Report**

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

**7. Accounts Payable ACH**

This item will be revisited next month.

**8. District Dashboards**

Mark Eddington discussed the District's Dashboard. Mark stated expenses and revenue are doing well but expect expenses to creep up over the next few months with inflation. Billed units and fees

collected have bounced back. Environmental compliance was good, no excursions or violations. Call-Ins and OT are typical for this time of year.

Mike Holland reviewed the Hauled Waste Dashboard.

**9. Operator's Report**

No Report.

**10. 2022/23 Financial Model**

Mark Eddington reviewed the financial model with the board. It had been updated to reflect the close-out of FY 21/22 and projections outline in the tentative budget.

**11. 2022/23 Tentative Budget**

Mark Eddington reviewed the Tentative Budget. President Collins moved to approve the Tentative Budget as presented. 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.

**12. User Rates**

a) Peer Rate Comparison

Mark Eddington reviewed the Peer Rate Comparison and KWRD remains competitive during these unique financial times.

b) Ordinance No. 601 – User Rate Amendment

Mark Eddington presented Ordinance No. 601 – User Rate Amendment decreasing the User Rate from \$3.26 per unit to \$3.22 per unit and increasing the Bi-Monthly User Charge as follows, for a net average increase of roughly 3.0%.

<u>Meter Size</u>	<u>Current</u>	<u>Proposed</u>
3/4" service and smaller	\$15.25	\$17.20
1"	\$40.50	\$48.00
1.5"	\$80.50	\$97.50
2"	\$105.00	\$127.50
3"	\$215.00	\$262.50
4"	\$317.50	\$385.00
6"	\$938.50	\$1,050.00
8"	\$1,980.00	\$2,160.00
10"	\$3,430.00	\$3,750.00
12"	\$5,450.00	\$5,945.00

President Collins moved approval of Ordinance No. 601 – User Rate Amendment. 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.

### **13. 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.

### **14. Catastrophic Water Loss Relief Requests**

Trustee Cosentino moved to approve the following Catastrophic Loss requests:

Daniel Rodriguez, 1520 Elmwood Avenue, \$492.26, bad water softener  
Dolores Mastrogiro, 26 Jennifer Lane, \$462.92, outside spigot running  
Jessica Garcia, 907 N. 13<sup>th</sup> Street, \$198.86, toilet running

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.

### **15. Lateral Assistance Program**

Mike Holland stated more residents have applied for the program and several more residents have been reimbursed.

### **16. Plan Review**

No Discussion.

### **17. Annexations/Pre-Annexations**

No Discussion.

### **18. Engineer's Report**

#### a) Infiltration & Inflow Program

Mike Holland stated Staff has begun working with Baxter & Woodman on laying out a multi-year plan for I/I analysis and improvements combining flow monitoring, with data analysis, to identify problem areas, focusing on eliminating trash pumps.

### **19. Projects**

#### a) N. 13<sup>th</sup> St./N. 14<sup>th</sup> St.

Mike Holland stated the City of DeKalb opened bids for the N. 13<sup>th</sup> Street and N. 14<sup>th</sup> Street work, with the low bidder of Performance Construction and Engineering (PCE) on both projects. PCE's price to address the break-ins is approximately \$5,800 each, for the majority of the services (a few are deeper or farther away). Mike Holland requested authorization to enter into an Agreement with PCE, for up to \$525,000, to address the break-in connections on the N. 13<sup>th</sup> Street and N. 14<sup>th</sup> Street sewers.

President Collins moved approval of authorization for Execution of Agreement with

Performance Construction and Engineering up to \$525,000. 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.

Staff will be contacting the homeowners to discuss participation in the Lateral Assistance Program but those that have a break-in getting repaired will have exhausted their participation from KWRD.

b) 2<sup>nd</sup> CHP Generator

Mike Holland stated the second CHP generator was started up on January 27<sup>th</sup>. Since then, both generators have run pretty consistently, producing an average of about 16,400 kWh per day. KWRD's average total electrical consumption is 13,000 kWh per day. Both generators will be offline for the week of 3/14 for maintenance and gas treatment media change out.

Mike Holland requested authorization to pay B&W-Boller Payment Request #11 in the amount of \$51,910.22. 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) Malta & Kishwaukee College Sewer Extension

Mike Holland stated Berger has completed the sewer work at the Malta Pump Station site and now has two crews working on installing sewer, one at the NIU end and one working towards Kishwaukee College.

Disbursement Request #2 in the amount of \$702,904.16, for Berger Excavating Payment No. 1 and B&W engineering fees has been submitted to the IEPA. Berger Excavating Payment Request No. 1 for \$698,676.66 has been reviewed and is recommended for payment

Mike Holland requested authorization to pay Berger Excavating Payment Request No. 1 in the amount of \$698,676.66. 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.

**20. New Business**

Mark Eddington provided alternate dates for the May and June Board Meetings. The Trustees will confirm the proposed dates at the April meeting.

**21. Executive Session**

At 2:06 p.m. President Collins moved to go into Executive Session to discuss personnel matters. 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.

At 2:15 p.m. President Collins moved to close Executive Session and resume the public meeting. 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.

**22. Personnel**

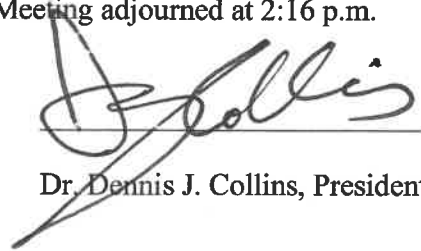
No Discussion.

**23. Adjournment**

President Collins moved to adjourn the meeting at 2:16 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 2:16 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 13<sup>th</sup> day of April, 2022

SEAL



*Dawn C. Cosentino*

Dawn C. Cosentino, P.E., CLERK

