



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday April 13, 2022 – 12:00 PM**

The April meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, April 13, 2022. 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 12:29 p.m.

2. Approval of the April Agenda

President Collins moved approval of the April agenda. Trustee Struthers seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed.

3. Approval of March Meeting Minutes

President Collins moved approval of the March Meeting Minutes. Trustee Struthers seconded. The motion carried by a 3-0 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 Cosentino seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed.

5. Public Input and Communications

Mark Eddington introduced Dan Knaak, Wastewater Operator.

6. Treasurer's Report

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

7. Accounts Payable ACH

Tracy Zenkner stated the District is moving forward with setting up ACH payments for Accounts Payable.

8. District Dashboards

Mark Eddington discussed the District's Dashboard. Mark stated expenses are 1% over the budgeted amount but increased revenue more than makes up for it. Billed units and fees collected

have bounced back and remain steady. Environmental compliance was good, however, there were some ammonia struggles which was attributed to the need to balance hauled waste, leachate, and higher strength waste during higher flows.

Mike Holland reviewed the Hauled Waste Dashboard.

9. Operator's Report

No Report.

10. 2022/23 Tentative Budget

Mark Eddington reviewed the Tentative Budget.

11. 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.

12. Catastrophic Water Loss Relief Requests

Trustee Struthers moved to approve the following Catastrophic Loss requests:

Willy Romero, 1031 S. 1st Street, \$208.64, two running toilets
David Quenett, 906 S. 5th Street, \$500.41, broken toilet
Rose Marie Slavenas, 618 Russell Road, \$262.43, running toilet
David Mason, 509 Joanne Lane, \$182.56, broken pipe

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

13. Lateral Assistance Program

Mike Holland stated more residents have applied for the program, all applicants are in varying stages of completion.

14. Plan Review

Mark Eddington discussed potential development in the southeast quadrant of KWRD's service area.

15. Annexations/Pre-Annexations

a) Walter's Farm Pre-Annexation

Mark Eddington stated the conversation is ongoing regarding moving forward with the annexation.

b) Panduit Property

Mark Eddington reported there is an agreement being proposed for annexation of the parcels adjacent to the Panduit property.

16. Engineer's Report

a) Strand Report

Mike Holland stated last June, the Board authorized an agreement with Strand Associates for Master Planning services and Strand has begun providing Technical Memos on the relevant topics.

17. Projects

a) N. 13th St./N. 14th St.

Mike Holland stated Performance Construction and Engineering (PCE) has started construction of the City's watermain and KWRD sanitary service work on N. 13th Street and Staff has contacted the homeowners to discuss participation in the Lateral Assistance Program.

b) 2nd CHP Generator

Mike Holland stated the second CHP generator was started up on January 27th. Since then, both generators have run consistently, producing an average of about 16,000 kWh per day. Through February, KWRD's CHP's have saved a total of \$365,700 in electricity.

Mike Holland requested authorization to pay B&W-Boller Final Payment Request #12 in the amount of \$150,157.88. President Collins moved approval. Trustee Cosentino seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. 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 one crew working on installing sewer with RJ Underground installing forcemain via directional drilling.

Disbursement Request #2 in the amount of \$768, 534.30, for Berger Excavating Payment No. 2 has been submitted to the IEPA. Berger Excavating Payment Request No. 2 for \$768,534.30 has been reviewed and is recommended for payment, pending receipt of lien waivers.

Mike Holland requested authorization to pay Berger Excavating Payment Request No. 2 in the amount of \$768, 534.30. Trustee Struthers moved approval. Trustee Cosentino seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. Struthers. President Collins declared the motion passed.

d) Northern DeKalb County Sewer Extension

Mark Eddington stated nothing new to report at this time.

18. New Business

Mark Eddington stated the Economic Statement of Interest forms were provided to the Trustees, filled out and returned.

Mark Eddington reported the District is receiving a national award in Washington D.C. in May and invited the Board members to attend as well.

19. Executive Session

At 2:14 p.m. President Collins moved to go into Executive Session to discuss personnel matters. Trustee Cosentino seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed.

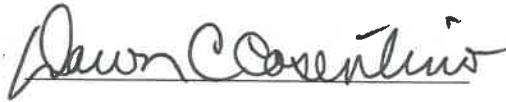
At 2:45 p.m. President Collins moved to close Executive Session and resume the public meeting. Trustee Cosentino seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed.

20. Personnel

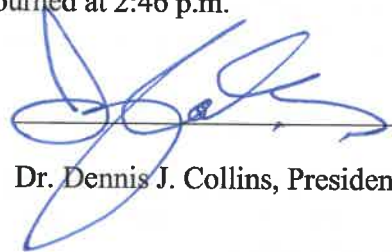
No Discussion.

21. Adjournment

President Collins moved to adjourn the meeting at 2:46 p.m. Trustee Struthers seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed. Meeting adjourned at 2:46 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 11th day of May, 2022.

SEAL



Dawn Cosentino

Dawn C. Cosentino, P.E., CLERK

