



**Kishwaukee Water Reclamation District  
Board Meeting Minutes  
Wednesday May 11, 2022 – 12:00 PM**

The May meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, May 11, 2022. In attendance were Trustees Dennis J. Collins, Tim Struthers (virtually), Dawn Cosentino, P.E., Attorney Keith Foster, Treasurer Steve Parker, Executive Director, Mark Eddington, P.E. (virtually), District Engineer/Asst. District Manager, Mike Holland, P.E., Operations Manager, Jason Robbins, Management Analyst, Nick Newman and Derek Wold, P.E. of Baxter & Woodman.

**1. Call to Order**

President Collins called the meeting to order at 12:19 p.m.

**2. Approval of the May Agenda**

President Collins moved approval of the May agenda. 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.

**3. Approval of April Meeting Minutes**

Trustee Struthers moved approval of the April Meeting Minutes. 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.

**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**

No public present.

**6. Treasurer's Report**

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

**7. Annual Appointments / Meeting Schedule**

a. Officers – President Collins moved to retain the current slate of District officers, with Dennis Collins as President, Timothy Struthers as Vice-President, and Dawn Cosentino as Clerk. Trustee Struthers seconded. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed.

b. Treasurer – President Collins moved approval to renew treasurer, Steve Parker. 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.

- c. Legal Counsel – Trustee Cosentino moved approval to renew legal counsel, Keith Foster. 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.
- d. Depositories and limits – President Collins moved approval to renew the depository limits as follows:

\$10,000,000 – Northern Trust, First National Bank of Omaha, First Midwest Bank and Resource Bank.

And add the following depository limit, as recommended by Steve Parker:

\$10,000,000 – MBS Securities.

Trustee Cosentino seconded. It was noted by Trustee Collins that he is a Director of Resource Bank. It was noted by Trustee Struthers that he is a Director of First National Bank of Omaha. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed.

- e. Authorization to sign checks – President Collins moved to renew approval authorizing Mark Eddington, Steve Parker and the Board of Trustees to sign checks. 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.
- f. Schedule of board meetings – President Collins moved approval of final Board Meeting Dates. 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.

#### **8. Accounts Payable ACH**

Steve Parker stated that he is working with Tracy Zenkner on setting up ACH payments for Accounts Payable.

#### **9. District Dashboards**

Mark Eddington discussed the District's Dashboard.

Mike Holland reviewed the Hauled Waste Dashboard.

#### **10. Operator's Report**

Jason Robbins stated that there will be increased overtime over the next two months due to additional dewatering needed to empty a digester for the upcoming mixer replacement.

#### **11. 1:00 P.M. – Public Hearing – 2022/23 Final Budget**

President Collins officially opened the Public Hearing of the FY 2022/23 Final Budget at 1:00 p.m.

Having no member of the public present and receiving no comments, the Public Hearing was then closed at 1:01 p.m.

**12. Ordinance #602 – FY 2022/23 Appropriation Ordinance**

Mark Eddington presented Ordinance No. 602 – FY 2022/2023 Appropriation Ordinance. President Collins moved approval. 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.

**13. FY 22/23 Financial Model**

Mark Eddington reviewed the District's financial model. He noted that while inflation has influenced project future year end cash, it makes little effect when projected forward. The District continues to be fiscally solid and will be updating the model after the annual audit is complete in August.

**14. City of DeKalb Development Agreement**

Mark Eddington stated he is continuing to work with Keith Foster to refine the language of the agreement and this is moving forward with an expected completion date this summer.

**15. Catastrophic Water Loss Relief Requests**

None.

**16. Lateral Assistance Program**

Mike Holland stated that residents continue to apply for this popular program.

**17. Plan Review**

Mike Holland reviewed potential developments.

**18. Annexations/Pre-Annexations**

None

**19. Engineer's Report**

a) Strand Report

Mike Holland stated Strand has been working on an alternative analysis for the Headworks Rehabilitation and it is recommended that a structural analysis of the existing facility be performed to be able to accurately weigh the option of rehabbing the facility, compared to building a new one. Staff requested authorization to increase the study budget from \$24,600 to \$39,900. President Collins moved to authorized staff to increase the study budget, as recommended. 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.

## **20. Projects**

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

Mike Holland stated Performance Construction and Engineering (PCE) has completed the KWRD work on N. 13<sup>th</sup> and requested payment for the work done through the end of April. Staff requested authorization of PCE Payment Request #1 in the amount of \$152,743.50, pending Staff review of application documents. President Collins 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.

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

Mike Holland stated that Staff will be working on generating a summary report comparing electrical production to maintenance costs.

### 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 #3 in the amount of \$508,791.68, for B&W Construction Engineering Costs and Berger Excavating Payment No. 3 has been submitted to the IEPA. Berger Excavating Payment Request No. 3 for \$500,600.43 has been reviewed and is recommended for payment.

Mike Holland requested authorization to pay Berger Excavating Payment Request No. 3 in the amount of \$500,600.43. President Collins 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 the City of Genoa will be working with the NIU Governmental Studies department to analyze alternatives.

## **21. Public Open House**

Mark Eddington asked the board to review their calendars to check availability for the dates of September 9<sup>th</sup> or September 16<sup>th</sup> for the Open House. The Board indicated that the afternoon of Friday, September 9<sup>th</sup> is the preferred date.

## **22. New Business**

None

**23. Executive Session**

At 2:25 p.m. President Collins moved to go into Executive Session to discuss Personnel matters and the Collective Bargaining Agreement. 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 2:41 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.

**24. Personnel**

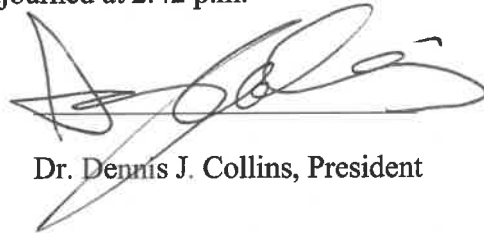
No Discussion.

**25. Adjournment**

President Collins moved to adjourn the meeting at 2:42 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 2:42 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 17<sup>th</sup> day of June, 2022.

SEAL



Dawn C. Cosentino, P.E., CLERK