



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday June 15, 2022 – 12:00 PM**

The June meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, June 15, 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 12:26 p.m.

2. Approval of the June Agenda

President Collins moved approval of the June 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 May Meeting Minutes

Trustee Struthers moved approval of the May 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

Trustee Struthers 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 Bill Nicklas, City of DeKalb City Manager. Bill reported there continues to be interest in DeKalb for economic growth within the City.

6. Treasurer's Report

Steve Parker gave the Treasurer's Report and discussed investments. There was significant discussion relating to the increased federal interest rate and the effect it will have on the District's investments. Parker was directed to make inquiries at the institutions currently holding District investments to better understand any penalties that would accompany early withdrawals of low-yielding investments.

7. Accounts Payable ACH

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

8. District Dashboards

Mark Eddington discussed the District's Dashboard. Mark stated there was an increase in OT due to wet weather as well as an electrical issue and digester maintenance of the plant.

Mike Holland reviewed the Hauled Waste Dashboard. Mike stated it was a good month. Currently the amount of hauled waste being received is being reduced due to the plant maintenance, however, will return to normal once the maintenance has been completed.

9. Operator's Report

Jason Robbins stated that staff recently drained Digester 1A in preparation for cleaning and mixer installation work. Synagro is currently on-site and anticipates needing one week to finish cleaning the digester cone. June 20th is the scheduled contractor start date for the new Stamos top-down mixer installation. Staff has been updated on the Open House date and are working diligently to have the plant looking its best.

10. 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.

11. Soo Green Easement

Mark Eddington stated the District has received the \$10,000 in funds from Soo Green for executing the five-year option regarding the easement across the District's 52-acre parcel south of the tollway.

12. Catastrophic Water Loss Relief Requests

None.

13. Lateral Assistance Program

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

14. Plan Review

Mike Holland reviewed potential developments.

15. Annexations/Pre-Annexations

a) Crossview Church

Mark Eddington discussed the unique set of circumstances with the annexation and connection fee regarding Crossview Church. The church is now connected to District sewers and will be officially annexing in the months to come.

b) Walter Pre-Annexation Agreement

Mark Eddington stated the Walter pre-annexation agreement has expired and discussed the need to renew the pre-annexation agreement as the original 1996 agreement was only good (by statute) for 20 years. There was discussion whether or not to charge some portion of the District's updated \$3,000/acre annexation fee. The board concluded that the \$1,000/acre annexation fee that was paid in 1996 was sufficient but that any of the District's soft costs (legal, surveying, administration, etc.) shall be borne by the owner/developer.

16. Engineer's Report

a) I/I Program

Mike Holland stated staff has asked Baxter & Woodman to put together an annual I/I Program with the goal of eliminating trash pumps. The first year would include the purchase and installation of flow meters to begin data analysis. The FY22/23 Budget included \$75,000 for Flow Monitoring Equipment, which is sufficient to cover the \$59,344 to purchase 6 – ADS Flow Meters.

Mike Holland requested authorization to proceed with the purchase of the 6 – ADS Flow Meters for \$59,344. Trustee Struthers moved to approve the purchase. 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.

The FY22/23 Budget included \$20,000 in engineering for I/I removal, which was a carryover amount and had not been updated to reflect B&W's proposed amount of \$84,245. \$40,000 of this is B&W's engineering time, and \$44,400 is for a 3-month rental of 12 portable level sensors for drainage basin analysis. Staff recommends approving a \$40,000 work order with B&W for the engineering work and the purchase (instead of rental) of 10 portable level sensors for \$50,000. This would be a \$20,000 increase to the engineering budget line item and a \$35,000 increase to the Flow Monitoring capital expense.

Mike Holland requested authorization to proceed with the approving the \$40,000 work order with B&W and the purchase of 10 portable level sensors for \$50,000. Trustee Struthers voiced his support but also requested that an "I/I dashboard" be created to better show progress towards the goals of reducing I/I and the frequency with which trash pumps are deployed during extreme wet weather events. Trustee Struthers moved to approve the purchase. 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.

b) 2nd CHP Report

Staff is working on generating a summary report comparing electrical production to maintenance costs.

17. Projects

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

Mike Holland stated Performance Construction and Engineering (PCE) has completed construction of the KWRD sanitary service work on N. 13th Street and has started on N. 14th Street. Staff has been working with homeowners that have applied for the Lateral Assistance Program. Nick Newman presented the project dashboard that he created to show the progress with the repairs of break-in connections.

PCE is submitting Payment Request No. 2 for an expected amount up to \$58,362.50 for review and is recommended for payment, pending receipt of lien waivers, payroll reports and documentation. Staff requested authorization of PCE Payment Request #2 in the amount of \$58,362.50, 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) 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 #5 in the amount of \$567,770.50, for B&W Construction Engineering Costs and Berger Excavating Payment No. 4 has been submitted to the IEPA. Berger Excavating Payment Request No. 4 for \$566,523.00 has been reviewed and is recommended for payment.

Mike Holland requested authorization to pay Berger Excavating Payment Request No. 4 in the amount of \$566,523.00. 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.

c) Northern DeKalb County Sewer Extension

Mark Eddington stated the City of Genoa created a committee regarding the sewer extension. The committee visited the District, Mark took the group on a tour and answered their questions.

18. Public Open House

Mark Eddington stated the Open House will be Friday, September 9th.

19. New Business

Mark Eddington reported he and Trustee Cosentino went to Washington D.C. to accept the Civil Engineering Award with Baxter & Woodman.

20. Executive Session

At 2:07 p.m. President Collins moved to go into Executive Session to discuss Personnel matters and the Collective Bargaining Agreement. 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.

At 2:20 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.

21. Personnel

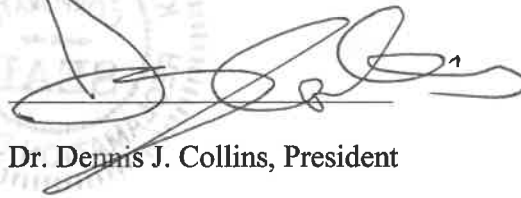
No Discussion.

22. Adjournment

President Collins moved to adjourn the meeting at 2:21 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 2:21 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 20th day of July, 2022.

SEAL



Dawn C Cosentino

Ms. Dawn C. Cosentino, P.E., CLERK