



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday July 20, 2022 – 12:00 PM**

The July meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, July 20, 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 12:31 p.m.

2. Approval of the July Agenda

President Collins moved approval of the July 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 June Meeting Minutes

Trustee Struthers moved approval of the June 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

Allison Yates, Laboratory Supervisor, attended the meeting.

6. Treasurer's Report

Steve Parker gave the Treasurer's Report and discussed investments. Steve reported he closed the First National Bank account which was opened for the Phase 1B project.

7. District Dashboards

Mark Eddington discussed the District's Dashboard. Mark reported continued environmental compliance. Mark stated there continues to be an increase in OT due to digester maintenance. Once the digester maintenance is completed (third week of July), a decrease in OT is expected.

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.

8. Operator's Report

There was no Operator's Report.

9. Ordinance #603 – Connection Fee Update

Mark Eddington reviewed Ordinance #603. It was agreed to revisit annually waiving connection fees for already annexed single family residential homes. President Collins moved to approve Ordinance #603 – Connection Fee Update. 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.

10. Decennial Committee on Local Government Efficiency Act

Mark Eddington stated that the District has 10 months to select a committee and 18 months thereafter to complete a newly required report on Local Government Efficiency. He has contacted NIU's Department of Governmental Affairs to discuss a proposal for this report.

11. City of DeKalb Development Agreement

Mark Eddington stated he is continuing to work with Keith Foster and the agreement will be sent to the City this next month.

12. Catastrophic Water Loss Relief Requests

None.

13. Lateral Assistance Program

Mike Holland stated that residents continue to apply for this popular program. The Board has asked for a breakdown and summary of the cost of this program which Mike will provide going forward.

14. Plan Review

a) Project Wildcat

Mark Eddington stated this project is awaiting approval from the City Planning and Zoning.

b) DeKalb UMC Sewer Extension Agreement

Mark Eddington reported Keith Foster has provided an agreement, which was approved by the Church, for Sewer Extension. Trustee Struthers moved to approve the DeKalb UMC Sewer Extension Agreement. Trustee Cosentino seconded. The motion carried by a 2-0 roll call vote. Aye: Struthers, Cosentino. Nay: None. President Collins abstained as he is a member of the DeKalb United Methodist Church congregation.

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. Keith Foster will draft a sewer agreement. This item will be revisited next month.

b) Walter Pre-Annexation Agreement

Mark Eddington stated nothing new to report.

16. Engineer's Report

a) I/I Program

Mike Holland stated Baxter & Woodman has begun site investigations for locations of flow meter installations. Once these are finalized, meters will be installed and the plan for data tracking/analysis will be established.

b) 2nd CHP Report

Mike Holland reviewed CHP costs and savings to date and will be providing a monthly dashboard on electrical production and consumption moving forward.

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 N. 14th Street.

PCE has submitted 13th St. Final Payment Request No. 3 for \$33,275.25 and N. 14th St. Payment Request No. 1 for \$215,878.50, both of which are recommended for payment. Staff requested authorization of PCE Final Payment Request No. 3 in the amount of \$33,275.25 and PCE Payment Request No. 1 in the amount of \$215,878.50. 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 continues to work on installing the gravity sewer portion with RJ Underground installing force main via directional drilling. Work at Kishwaukee College is expected to start this month.

Disbursement Request No. 6 in the amount of \$345,537.65, for B&W Engineering Costs and Berger Excavating Payment No. 5 has been prepared for submittal to the IEPA. Berger Excavating Payment Request No. 5 for \$345,281.40 has been reviewed and is recommended for payment.

Mike Holland requested authorization to pay Berger Excavating Payment Request No. 5 in the amount of \$345,281.40. Trustee Struthers moved approval. President Collins 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 has invited Mark Eddington to a meeting with a third-party engineering firm.

18. Public Open House

Mark Eddington stated preparations for the Open House continue.

19. New Business

Mark Eddington reported a resident of Krpan Court has contacted him regarding interest in selling their property to the District.

20. Executive Session

At 2:48 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 3:02 p.m. President Collins moved to close Executive Session and resume the public meeting. 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.

21. Personnel

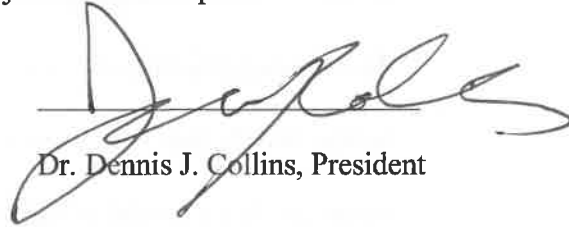
No Discussion.

22. Adjournment

President Collins moved to adjourn the meeting at 3:03 p.m. 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. Meeting adjourned at 3:03 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