



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday August 17, 2022 – 12:00 PM**

The August meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, August 17, 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 12:25 p.m.

2. Approval of the August Agenda

Trustee Struthers moved approval of the August 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 July Meeting Minutes

President Collins moved approval of the July 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

Bill Nicklas, City Manager, City of DeKalb attended the meeting to discuss items 13, 14 and 17a. Mark Eddington welcomed Mike Zima, former District Manager. Brad Porter of Lauterbach and Amen attended via Zoom to provide the results of the District's audit (see item 9).

6. Treasurer's Report

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

7. District Dashboards

Mark Eddington discussed the District's Dashboard. Mark reported OT continues to trend downward as the digester maintenance is completed.

Mike Holland reviewed the Hauled Waste Dashboard. Mike stated it was a good month.

Mike Holland provided a new dashboard titled “Electrical Data”. This dashboard will provide information regarding electricity consumed and produced.

8. Operator’s Report

There was no Operator’s Report.

9. FY 2021/22 Public Audit – Lauterbach Presentation

Brad Porter reviewed the findings of the FY 2021-2022 Audit and stated everything went seamless. The Auditors identified no material deficiencies and stated that the District’s internal control structure is in good order. President Collins recommended review of the three-year contract for Lauterbach & Amen be on the agenda in the coming months.

President Collins moved to accept the audit as presented. 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.

10. September 9 Public Open House/Phase 1B Dedication

a) Dedication

Mark Eddington reviewed the details of the upcoming Open House. President Collins recommended announcing the full list of employees and positions.

b) Facility Tours

Mark Eddington stated tours of the new plant will be given during the Open House.

11. 2022 Utility of the Future Today Award

a) Press Release

Mark Eddington reported a Press Release will be distributed regarding the District receiving the 2022 Utility of the Future Today award.

b) WEFTEC New Orleans – Tuesday, October 12

Mark Eddington stated he and Mike Holland will be traveling to New Orleans for the WEFTEC convention where they will be accepting the award.

12. 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.

13. City of DeKalb Development Agreement

Mark Eddington stated the agreement has been sent to the City and progress will be reported at the next meeting.

14. Suburban Apartments

Bill Nicklas reported there is a buyer interested in purchasing Suburban Apartments.

15. Catastrophic Water Loss Relief Requests

President Collins moved to approve the following Catastrophic Loss requests:

Don Halverson – D& K DeKalb LLC, 1725 Oakwood Avenue, \$185.82
Opportunity House, 331 W Alden Place, \$347.76, 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.

16. Lateral Assistance Program

Mike Holland stated that residents continue to apply for this popular program. Mike provided a breakdown of what KWRD has paid out towards the program this year.

17. Plan Review

a) Project Wildcat

Mark Eddington stated this project is moving forward and mass grading is expected to begin in September.

18. Annexations/Pre-Annexations

a) Crossview Church

Mark Eddington reported he is working with the church and Keith Foster is working on the annexation agreement. This item will be revisited next month.

19. 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) Headworks Rehabilitation/Phase 1C Improvements

Mike Holland stated Staff has been working with Strand on a study to evaluate alternatives for

rehabilitation of the Headworks facility. Staff feels it would be in the District's best interest to have one final large construction project to address all the plant site needs in addition to the Headworks project. Being that Strand has already been involved in the Headworks rehab work but B&W is already familiar with the District's site and treatment process, Staff's recommendation would be to have the two consultants work together, with Strand designing the Headworks and B&W designing the rest. Staff has spoken to both consultants, who were receptive, and asked B&W to provide an engineering proposal for scope determination and alternative analysis.

Mike Holland requested authorization to execute the work order in the amount of \$22,367. President Collins moved approval. Trustee Struthers 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) PFAS/PFOS Update

Mark Eddington updated the board on recent industry-wide discussions relating to PFAS/PFOS. He stated that PFAS/PFOS is a nation-wide issue, and the EPA is studying the matter and will likely develop standards in the foreseeable future. Currently, KWRD does not have any language in its permit relating to PFAS/PFOS. Depending upon regulations, etc. there could be an impact on the land-application of biosolids..

20. 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 is submitting N. 14th St. Payment Request No. 2 for \$116,037.25, which is recommended for payment, pending verification of quantities.

Staff requested authorization of PCE N. 14th St. Payment Request No. 2 in the amount of \$116,037.25. 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. 7 in the amount of \$436,477.06, for B&W Construction Engineering Costs and Berger Excavating Payment No. 6 has been prepared for submittal to the IEPA. Berger Excavating Payment Request No. 6 for \$432,523.31 has been reviewed and is recommended for payment.

Mike Holland requested authorization to pay Berger Excavating Payment Request No. 6 in

the amount of \$432,523.31. 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.

c) Northern DeKalb County Sewer Extension

Mark Eddington stated he will likely be meeting with the City of Genoa Sewer Committee this fall.

21. New Business

None.

22. Executive Session

At 2:16 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 2:25 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.

23. Personnel

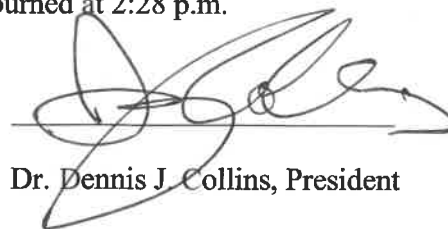
After coming out of executive session, President Collins moved to extend an employment agreement to Mike Holland, P.E. for the Director of Technical Services position. The timing of the execution of the agreement will be at the discretion of the Executive Director. Trustee Cosentino seconded the motion. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Cosentino. Nay: None. President Collins declared the motion passed.

24. Adjournment

President Collins moved to adjourn the meeting at 2:27 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 2:28 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