



**Kishwaukee Water Reclamation District  
Board Meeting Minutes  
Wednesday September 14, 2022 – 12:00 PM**

The September meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, September 14, 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 September Agenda**

Trustee Struthers moved approval of the September 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 August Meeting Minutes**

President Collins moved approval of the August 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. President Collins 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 item 10. Mark Eddington introduced Jack Walker, newly hired Operator.

**6. Treasurer's Report**

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

**7. District Dashboards**

Mark Eddington discussed the District's Dashboard. Billed units and fees collected were flat. Mark reported OT was increased for two reasons, preparation for the upcoming Open House as well as some wet weather events during which trash pumps were set out.

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

Mike Holland reviewed improvements coming to the Electrical Data Dashboard and discussed the electrical and production data.

**8. Operator's Report**

There was no Operator's Report.

**9. 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.

**10. City of DeKalb Development Agreement**

Bill Nicklas stated the City is waiting on the final agreement which will be discussed at the October 24<sup>th</sup> meeting.

**11. DeKalb Park District – License Agreement for Buena Vista GC**

Mark Eddington reported a license type agreement is being drafted by Keith Foster regarding the District's property where the Buena Vista lift station is located.

**12. Catastrophic Water Loss Relief Requests**

Trustee Struthers moved to approve the following Catastrophic Loss request:

John Matheny, 913 Daleann, \$223.79

President Collins 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 that residents continue to apply for this popular program.

**14. Plan Review**

a) Project Wildcat

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

b) 238 Walter Property

No update.

## **15. Annexations/Pre-Annexations**

- a) Crossview Church – Annexation/Connection Agreement

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.

## **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.

## **17. Projects**

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

Mike Holland stated Performance Construction and Engineering (PCE) has completed construction of the KWRD sanitary service work on N. 13<sup>th</sup> Street and N. 14<sup>th</sup> Street and will be submitting a final payment application.

- 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 at Kishwaukee College via directional drilling. Masonry work for the new generator building at the Malta Pump Station has been completed with roofing and painting to follow.

Disbursement Request No. 8 in the amount of \$534,850.00, for B&W Construction Engineering Costs and Berger Excavating Payment No. 7 has been prepared for submittal to the IEPA. Berger Excavating Payment Request No. 7 for \$534,850.00 has been reviewed and is recommended for payment, pending receipt of American Made Iron and Steel documentation.

Mike Holland requested authorization to pay Berger Excavating Payment Request No. 7 in the amount of \$534,850.00, pending receipt of American Made Iron and Steel documentation. 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 he will likely be meeting with the City of Genoa Sewer Committee this fall.

**18. New Business**

None.

**19. Executive Session**

At 2:08 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 2:25 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 action taken

**21. Collective Bargaining**

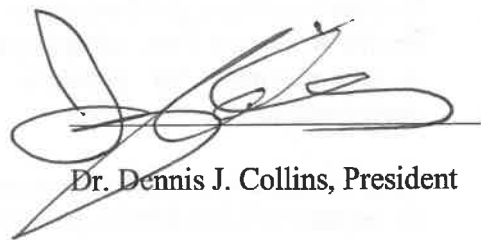
No action taken

**22. Adjournment**

President Collins moved to adjourn the meeting at 2:27 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 2:27 p.m.



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



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 20<sup>th</sup> day of July, 2022.

SEAL



*Dawn Cosentino*

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

