



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday October 19, 2022 – 12:00 PM**

The October meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, October 19, 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, 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 October Agenda

President Collins moved approval of the October 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 September Meeting Minutes

Trustee Struthers moved approval of the September 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 items, 13 and 17a.

6. Treasurer's Report

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

President Collins moved to approve an additional financial institution with the depository limit of up to and not to exceed \$4,000,000 with Raymond James Financial Services. Trustee Cosentino seconded. It was noted by Trustee Struthers that he is a Director of First National Bank of Omaha and there is a relationship between Raymond James Financial Services and First National Bank of Omaha, and he will abstain. The motion carried by a 2-0 roll call vote. Aye: Collins, Cosentino. Nay: None. President Collins declared the motion passed.

7. District Dashboards

Mark Eddington discussed the District's Dashboard. Billed units and fees collected were good. Mark stated there were no issues with environmental compliance. Mark reported OT was increased for two reasons, preparation for the upcoming Open House as well as multiple wet weather events.

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

Mike Holland reviewed the Electrical Data Dashboard and reported how weather affects the production of electricity.

8. Operator's Report

Jason Robbins reported Synagro's contract will be coming due in April. Jason recommended an extension of the current contract for three years. President Collins moved to allow Jason to finalize the extension for the length of three years with the stipulation of one mutually agreed upon extension. 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

9. Rainfall Data 1980-2021

Mark Eddington shared a compilation of tables created using rainfall data collected from 1980-2021, noting the trends in extreme dry and wet months. Typically, drier months got drier and wetter months got wetter over the 41 years of data.

10. Financial Model Update

Mark Eddington updated the financial model per the 2022 public audit. Despite increases to operating expenses relating to inflationary pressure the financial forecast continues to trend in a positive (year end cash) direction. The positive cash flow has been buoyed by a combination of connection fees, increased units billed, and increasing interest rates for investments.

11. Electricity and Natural Gas Purchasing

Mark Eddington discussed current electricity and natural gas usage and costs. Mark has begun researching with different companies to lock in pricing for 12-24 months.

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

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

14. DeKalb Park District – License Agreement for Buena Vista GC

Mark Eddington reported a license type agreement is being drafted by Keith Foster regarding the portion of District property (at Country Club LS) currently being used as the Buena Vista Driving Range.

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

a) Project Wildcat

Bill Nicklas updated the construction timeline.

b) County Health Department Subdivision

Mike Holland reported on the subdivision of the DeKalb County Health Department subdivision which currently have private sewers. The District is currently working with the County for easements and obtaining sewer inspections prior to making them public.

18. 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.

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) Phase 1C/Headworks Improvements

Mike Holland reported in August, KWRD executed a Work Order with Baxter & Woodman to provide a scope determination and alternative analysis for the Phase 1C Improvements. Alternatives and cost analysis for the Headworks project was already completed by Strand and the estimated cost is \$10.7 Million. Additional work for Phase 1C could be as low as \$5 Million (addressing Struvite Control only) to \$30 Million for additional plant work. Staff is aware that there will be additional financial incentives in the next few years from Federal and State

legislation and feels that it is worthwhile to engage B&W to begin design for the entire scope. The actual scope of the construction project could still be determined based upon incentives received and/or deductive alternates. This will be revisited next month with design engineering proposal costs.

c) Renewable Natural Gas (RNG)

Mike Holland reported Staff has been made aware of a new program offered by Nicor to provide funding to encourage the development of Renewable Natural Gas (RNG). This program has a short time to apply for but could incentivize KWRD to create natural quality gas from its biogas and push that back to Nicor. Staff will be looking into this over the next couple weeks, but this may be something for consideration at the November Board Meeting.

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 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 \$1,325,878.40, for B&W Construction Engineering Costs and Berger Excavating Payment No. 7 and No. 8 has been prepared for submittal to the IEPA. Berger Excavating Payment Request No. 7 for the revised amount of \$469,850.00 and Payment Request No. 8 for \$854,245.90 have been reviewed and are recommended for payment.

Mike Holland requested authorization to pay Berger Excavating Payment Request No. 8 in the amount of \$854,245.90. 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 he will likely be meeting with the City of Genoa Sewer Committee this fall.

21. New Business

Mark Eddington reported he and Mike Holland attended the WEFTEC in New Orleans where they accepted an award for Utility of the Future for producing renewable energy.

Mark stated there are a two meeting date conflicts, November 16th and December 21st. These will be rescheduled, and dates confirmed.

Two dates for the Holiday Luncheon were presented to the Board, December 2nd and December 9th. Awaiting confirmation of the selected date from the Board.

22. Executive Session

At 2:22 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 2:41 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.

23. Personnel

No action taken

24. Adjournment

President Collins moved to adjourn the meeting at 2:41 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 2:41 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 18th day of November, 2022.

SEAL



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