



**Kishwaukee Water Reclamation District  
Board Meeting Minutes  
Friday November 18, 2022 – 12:00 PM**

The November meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Friday, November 18, 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 Brent Perz, P.E. of Baxter & Woodman.

**1. Call to Order**

President Collins called the meeting to order at 12:34 p.m.

**2. Approval of the November Agenda**

President Collins moved approval of the November 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 October Meeting Minutes**

Trustee Cosentino moved approval of the October Meeting Minutes. 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.

**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**

No Public Input and Communications.

**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 are trending up. Mark stated there were no issues with environmental compliance. Mark reported OT was increased for several equipment issues.

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

Mike Holland reviewed the Electrical Data Dashboard and reported a generator had some minor

problems which were assessed and repaired. With the generator back up and running, we should start seeing more typical numbers regarding power production and consumption. The Board asked Mike to add trend lines to his energy consumption and production graphs.

**8. Operator's Report**

No Operator's Report.

**9. 2023 Property Tax Levy**

Mark Eddington reviewed the draft ordinance, and this item will remain on the agenda for next month.

**10. Health Insurance Renewal/HSA Contribution**

Mark Eddington discussed the upcoming renewal of health insurance. At this time it was agreed to renew the health insurance, however, review the adjustment of HSA funding. This will be revisited at December's Board Meeting.

**11. 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.

**12. City of DeKalb Development Agreement - IGA**

Mark Eddington stated the agreement was passed by the City Council. President Collins moved to adopt the IGA with the City of DeKalb. Trustee Struthers seconded. The motion carried 3-0 on a roll call vote. Ayes: Collins, Cosentino, Struthers. Nays: none. President Collins declared the motion passed and applauded this as a "victory for common sense".

**13. DeKalb Park District IGA – License Agreement for Buena Vista Driving Range**

Mark Eddington reported a revocable license-type agreement is being drafted by Keith Foster regarding the portion of District property at Country Club Lift Station currently being used as the Buena Vista Golf Course Driving Range. Mark requested authorization to proceed with final approval of the License Agreement for Buena Vista Driving Range once completed. President Collins moved approval giving Mark Eddington authorization to proceed with finalizing the IGA for Buena Vista Driving Range. 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.

**14. Village of Malta IGA – Connection Fee Financing**

Mark Eddington outlined the concept and ideas for an IGA with the Village of Malta. Mark will continue conversation with Malta and provide updates.

## **15. Catastrophic Water Loss Relief Requests**

President Collins moved to approve the following Catastrophic Loss request:

Vincent Boone, 128 ½ N 3<sup>rd</sup> St., \$270.48, toilet leak

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.

## **16. Lateral Assistance Program**

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

## **17. Plan Review**

### a) Project Wildcat

Mark Eddington stated groundbreaking is expected to be in the Spring of 2023.

## **18. Annexations/Pre-Annexations**

### a) Crossview Church – Annexation/Connection Agreement

Mark Eddington requested authorization to sign the Annexation/Connection Agreement. Trustee Struthers moved approval giving Mark Eddington authorization to proceed with signing the Crossview Church Annexation/Connection Agreement. 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.

### b) Goldin Property

Mark Eddington stated the owners of the Goldin Property are considering annexation to the District. Mark reported there is an ongoing conversation regarding connection fees.

## **19. Engineer's Report**

### a) I/I Program

Mike Holland stated Baxter & Woodman has installed flow meters and level monitors and data is being collected.

### b) Phase 1C/Headworks Improvements

Mike Holland stated KWRD has asked Baxter & Woodman and Strand to provide 30% Preliminary Design proposals for the Phase 1C/Headworks Improvements, which will be brought for board approval at the December board meeting.

## **20. 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 has completed the gravity sewer portion and RJ Underground is nearing completion of the force main at Kishwaukee College. Pump Station construction has begun and will be ongoing over the next month.

Disbursement Request No. 9 in the amount of \$178,149.71, for Berger Excavating Payment No. 9 has been prepared for submittal to the IEPA. Berger Excavating Payment Request No. 9 has been reviewed and is recommended for payment.

Mike Holland requested authorization to pay Berger Excavating Payment Request No. 9 in the amount of \$178,149.71. 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 be meeting with the City of Genoa Sewer Committee for a tour on November 29th.

## **21. New Business**

None.

## **22. Executive Session**

At 2:14 p.m. Trustee Struthers 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 2:35 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. Collective Bargaining Agreement (CBA) w/ Local 150**

After returning to open session, President Collins moved to accept the CBA management negotiated with Local 150. Trustee Struthers seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Cosentino, Struthers. Nay: None. President Collins declared the motion passed and thanked the District's counsel and all members of both negotiating teams for competing the

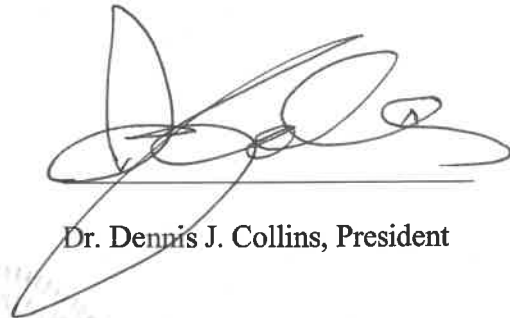
agreement in a mutually amenable manner.

**24. Personnel .**

No action was taken on the executive director's employment agreement extension but Trustee Struthers requested it remain on the agenda for future consideration.

**25. Adjournment**

President Collins moved to adjourn the meeting at 2:39 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 2:39 p.m.



Dr. Dennis J. Collins, President



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



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 18<sup>th</sup> day of November, 2022.

SEAL



Dawn C Cosentino

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