



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday January 18, 2023 – 12:00 PM**

The January meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, January 18, 2023. In attendance were Trustees Dennis J. Collins, Tim Struthers, Attorney Keith Foster, Treasurer Steve Parker, Executive Director, Mark Eddington, P.E., District Engineer/Asst. District Manager, Mike Holland, P.E., 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 12:36 p.m.

2. Approval of the January Agenda

Trustee Struthers moved approval of the January agenda. President Collins seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Struthers. Nay: None. President Collins declared the motion passed.

3. Approval of December Meeting Minutes

President Collins moved approval of the December Meeting Minutes. Trustee Struthers seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Struthers. Nay: None. President Collins declared the motion passed.

4. Approval to pay bills as presented

President Collins moved approval of payment of bill as presented. Trustee Struthers seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Struthers. 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 14a and provide an update regarding interest in upcoming projects.

6. Treasurer's Report

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

7. 2023 Public Audit

Mark Eddington stated he has been in contact with Sikich and requested authorization from the Board to proceed with a proposed contract length of five years.

President Collins moved approval of the contract length of five years with Sikich. Trustee Struthers seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Struthers. Nay: None. President Collins declared the motion passed.

8. District Dashboards

Mark Eddington discussed the District's Dashboard. Mark reviewed upcoming changes to the Dashboard for more transparency. Mark stated expenses are outpacing the budget due to inflationary pressures. Mark reported environmental compliance was good. Mike Holland stated the District has had no excursions for the past 23 months. Mark reported OT and Call-Ins are beginning to trend downward.

Mike Holland reviewed the Hauled Waste Dashboard. Mike stated it was an excellent month for revenues. Mike reported a rate increase went into effect January 2023 for bulk FOG haulers.

Mike Holland reviewed the Electrical Data Dashboard. Mike reported the District produced more power than it consumed.

9. Operator's Report

Jason Robbins stated Staff will start televising Malta.

Jason Robbins reported there is a media changeout scheduled for the CHP in the coming weeks but the CHP should only be down for approximately 1 ½ days.

10. Decennial Committee on Local Government Efficiency Act

Mark Eddington stated that the District is beginning the process of assembling a committee.

11. Village of Malta IGA – Connection Fee Financing

Mark Eddington stated the Village of Malta paid \$258,000 towards their Connection Fee.

12. Catastrophic Water Loss Relief Requests

Trustee Struthers moved to approve the following Catastrophic Loss requests:

Gregory Frye, 516 S 7th Street, \$172.27, issue with data from meter

HPI Investments, 1091 Spiros #3, \$672.98, toilet issue

Edmund Andrew Investments LLC, 1234 Rushmoore Drive, Unit B, \$191.59, toilet broken

President Collins seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Struthers. Nay: None. President Collins declared the motion passed.

13. Lateral Assistance Program

Mike Holland stated that residents continue to apply for this program. Currently \$33,000 of \$100,000 budgeted has been reimbursed to residents.

14. Plan Review

a) Project Wildcat

Bill Nicklas stated the project is progressing and expects the developer to break ground this coming spring.

15. Annexations/Pre-Annexations

None.

16. Engineer's Report

a) I/I Program

Mike Holland stated Baxter & Woodman has begun site investigations and analysis of flow meter data.

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. A \$175,000 engineering proposal from Strand for 30% design services, was executed last month. Staff is still working with B&W on their proposal, with the expectation of executing an agreement at the February.

17. Projects

a) Malta / KC Sewer Extension

Mike Holland stated Berger has completed the gravity sewer and force main portions of the project. Pump station construction has begun and will be ongoing.

Mike Holland stated Disbursement Request No. 11 in the amount of \$49,665.00 for Berger Excavating Payment No. 11 has been prepared for submittal to the IEPA. Berger Excavating Payment Request No. 11 for \$49,665.00 has been reviewed and is recommended for payment. President Collins moved approval. Trustee Struthers seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Struthers. Nay: None. President Collins declared the motion passed.

b) Northern DeKalb County Sewer Extension

Mark Eddington stated there is no update.

18. New Business

Mark Eddington stated there is a conflict for the upcoming February 15, 2023 Board Meeting and provided an alternate date. The Trustees will confirm the proposed alternate date.

19. Executive Session

At 2:09 p.m. Trustee Struthers moved to go into Executive Session to discuss Personnel matters. President Collins seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Struthers. Nay: None. President Collins declared the motion passed.

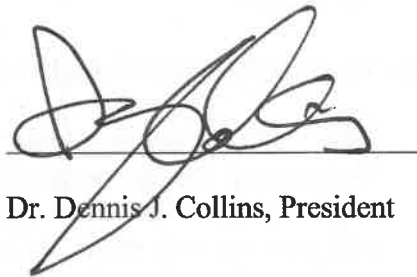
At 2:15 p.m. President Collins moved to close Executive Session and resume the public meeting. Trustee Struthers seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Struthers. Nay: None. President Collins declared the motion passed.

20. Adjournment

President Collins moved to adjourn the meeting at 2:16 p.m. Trustee Struthers seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Struthers. Nay: None. President Collins declared the motion passed. Meeting adjourned at 2:16 p.m.



Mr. Tim Struthers, Vice-President/Clerk



Dr. Dennis J. Collins, President

CERTIFICATION

I, Tim Struthers, 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 January 2023.

SEAL



Mr. Tim Struthers, Vice-President/Clerk

