



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday March 15, 2023 – 12:00 PM**

The March meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, March 15, 2023. In attendance were Trustees Dennis J. Collins, Tim Struthers, Ann E. Ray, Attorney Keith Foster, Treasurer Steve Parker, Executive Director, Mark Eddington, P.E., Technical Services Director, Mike Holland, P.E., Administrative Assistant, Tracy Zenkner, Staff Engineer, Onassis Rivera, P.E., Management Analyst, Nick Newman and Derek Wold, P.E. of Baxter & Woodman.

1. Call to Order

President Collins called the meeting to order at 12:37 p.m.

2. Approval of the March Agenda

Trustee Struthers moved approval of the March agenda. Trustee Ray seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Ray. Nay: None. President Collins declared the motion passed.

3. Approval of February Meeting Minutes

President Collins moved approval of the January Meeting Minutes. Trustee Struthers seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Ray. Nay: None. President Collins declared the motion passed.

4. Approval to pay bills as presented

Trustee Struthers moved approval of payment of bill as presented. President Collins seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Ray. Nay: None. President Collins declared the motion passed.

5. Public Input and Communications

Clare Kron, Commissioner for DeKalb Citizens Environmental Commission, attended as a member of the public. Eric Boehmer, wastewater laborer, attended as a member of KWRD Staff.

6. Appointment of District Clerk

President Collins moved approval to appoint Ann E. Ray as the District Clerk. Trustee Struthers seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Ray. Nay: None. President Collins declared the motion passed.

7. Treasurer's Report

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

8. District Dashboards

Mark Eddington discussed the District’s Dashboard. Mark stated YTD expenses are outpacing the budget due to inflationary pressures and a budget amendment will be necessary for the April meeting.

Mike Holland reviewed the Hauled Waste Dashboard. Mike stated February was another typical month.

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

9. 2023/24 Tentative Budget

Mark Eddington presented the Tentative FY 2023/24 Budget. Mike Holland stated that Staff is working on developing an accompanying Budget Document to provide context.

Trustee Struthers moved approval of the Tentative 2023/24 Budget. Trustee Ray seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Ray. Nay: None. President Collins declared the motion passed.

10. 2023/24 Financial Model Update

Mark Eddington reviewed the financial model with the Board.

11. Ordinance #606 – Sewer Use Ordinance

Mark Eddington presented Ordinance #606 – Sewer Use Ordinance, addressing the 2023 user rate adjustment, updating the Connection Fee and Surcharge Rates, and updating the ordinance to reflect the District’s name and administrative changes.

President Collins moved approval of Ordinance #606 – Sewer Use Ordinance. Trustee Struthers seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Ray. Nay: None. President Collins declared the motion passed.

12. Operator’s Report

No Report

13. Local Government Efficiency Act

Mark Eddington presented an Agreement with the NIU Center for Governmental Studies to provide organizational analysis, as necessary to meet the requirements of the Local Government Efficiency Act.

President Collins moved to authorize execution of the Agreement with the NIU Center for Governmental Studies. Trustee Struthers seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Ray. Nay: None. President Collins declared the motion passed.

14. Catastrophic Water Loss Relief Requests

Trustee Ray moved to approve the following Catastrophic Loss requests:

Mary Anderson, 1615 Carlisle Lane, \$658.49, broken pipe
Garden Estates Townhomes, \$165.83, toilet issue

Trustee Struthers seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Ray. Nay: None. President Collins declared the motion passed.

15. Lateral Assistance Program

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

16. Plan Review

a) Project Supernova

Mark Eddington provided a project update.

b) Project Thunder

Mark Eddington provided a project update.

c) Project Lakeview

Mark Eddington provided project information.

17. Annexations/Pre-Annexations

None.

18. Engineer's Report

a) I/I Program

Mike Holland stated Baxter & Woodman installed flow meters and level sensors and continue to monitor flow data.

b) Phase 1C/Headworks Improvements

Mike Holland reported KWRD has held kick-off meetings with both Strand and Baxter & Woodman to start preliminary design for the Phase 1C Improvements. The actual scope of the construction project will ultimately be determined based on incentives received and/or deductive alternates, which Staff will be working on in parallel to the consulting work.

c) East Lincoln Highway Sewer Extension

Mike Holland reported that Staff has been working on a conceptual design report for the East

Lincoln Highway Sewer to serve DeKalb Packing and the surrounding area.

d) Gurler Road Sewer Extension

Mark Eddington stated that Staff has requested Baxter & Woodman to provide a Work Order for a conceptual design Work Order to extend gravity sewer along Gurler Road to the east to provide a direct connection to the DeKalb County Landfill, with costs to be reimbursed by Waste Management.

President Collins moved to authorize execution of the Work Order with Baxter and Woodman. Trustee Ray seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Ray. Nay: None. President Collins declared the motion passed.

19. 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.

b) Northern DeKalb County Sewer Extension

Mark Eddington stated there is no update.

20. New Business

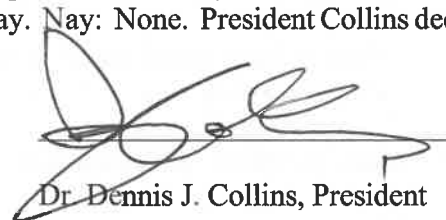
None

21. Executive Session

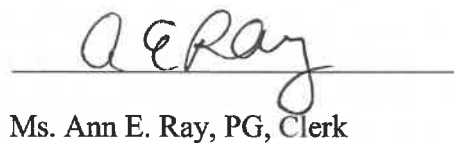
No Executive Session

22. Adjournment

President Collins moved to adjourn the meeting at 2:23 p.m. Trustee Ray seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Ray. Nay: None. President Collins declared the motion passed. Meeting adjourned at 2:23 p.m.



Dr. Dennis J. Collins, President



Ms. Ann E. Ray, PG, Clerk

CERTIFICATION

I, Ann E. Ray, 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 15th day of March 2023.

SEAL



A E Ray

Ms. Ann E. Ray, PG,
Kishwaukee Water Reclamation District Clerk

