



**Kishwaukee Water Reclamation District  
Board Meeting Minutes  
Monday April 17, 2023 – 4:30 PM**

The April meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 4:30 pm on Monday, April 17, 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 4:41 p.m.

**2. Approval of the April Agenda**

Trustee Ray moved approval of the April agenda. 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.

**3. Approval of March Meeting Minutes**

Trustee Ray moved approval of the March Meeting Minutes. 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.

**4. Approval to pay bills as presented**

President Collins moved approval of payment of bill as presented. 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.

**5. Public Input and Communications**

Bill Nicklas, City Manager, City of DeKalb attended the meeting to provide an update regarding upcoming projects. See item 15.

**6. Treasurer's Report**

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

**7. District Dashboards**

Mark Eddington discussed the District's Dashboard.

Mike Holland reviewed the Hauled Waste Dashboard.

Mike Holland reviewed the Electrical Data Dashboard.

**8. Ordinance #607 – Amended Budget for FY2022/23**

Mark Eddington presented Ordinance #607 – Amendment to the Annual Appropriations Ordinance, amending the FY 22/23 appropriations ordinance to reflect necessary modifications over past year.

President Collins moved approval of Ordinance #607 – Amendment to the Annual Appropriation Ordinance for FY2022/23. 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.

**9. 2023/24 Budget Update**

Mark Eddington stated the 2023/24 Budget update will be presented next month.

**10. Operator’s Report**

Jason Robbins reported a decrease in overtime resulting from scheduling changes made.

**11. Local Government Efficiency Act**

Mark Eddington stated that work with the NIU Center for Governmental Studies to provide organizational analysis, as necessary to meet the requirements of the Local Government Efficiency Act will be starting.

**12. Waste Management – Updated Agreement**

Mark Eddington presented the Revised Agreement to Accept Leachate from Waste Management, Inc. for discussion.

President Collins moved approval for Mark Eddington to present the agreement to Waste Management. 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.

**13. Catastrophic Water Loss Relief Requests**

Trustee Struthers moved to approve the following Catastrophic Loss requests:

Ramon Morales, 254 Par 5 Drive, \$243.11, pipe burst  
Scott Binsford, 1029 S 4<sup>th</sup> Street 1<sup>st</sup> Floor W, \$499.10, water line broke  
Jose Salinas, 1210 Quail Run, \$217.35, toilet valves broken  
Patrick O’Neill, 470 Red Wing Lane, \$326.00, sump pump malfunction – SEWER ONLY

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.

**14. Lateral Assistance Program**

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

## **15. 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.

## **16. Annexations/Pre-Annexations**

None.

## **17. Engineer's Report**

### **a) I/I Program**

Mike Holland stated Baxter & Woodman has 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 will be meeting with Baxter and Woodman and Waste Management start conceptual design.

## **18. 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.

**19. New Business**

None

**20. Executive Session**

At 5:47 p.m. President Collins moved to go into Executive Session to discuss Personnel matters. Trustee Ray seconded. The motion was carried by a 3-0 roll call vote. Aye: Collins, Struthers, Ray. Nay: None. President Collins declared the motion passed.

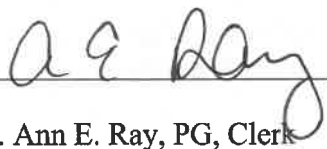
At 5:59 p.m. President Collins moved to close Executive Session and resume the public meeting. Trustee Struthers seconded. The motion was carried by a 3-0 roll call vote. Aye: Collins, Struthers, Ray. Nay: None. President Collins declared the motion passed.

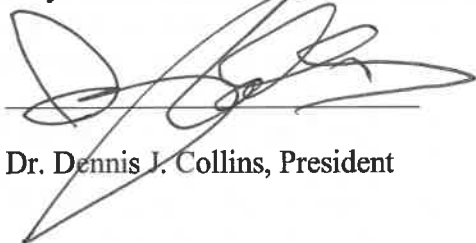
**21. Personnel**

President Collins moved to accept the recommendations Mark Eddington made in executive session with respect to annual salary adjustments for exempt employees. 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.

**22. Adjournment**

President Collins moved to adjourn the meeting at 6:00 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. The meeting adjourned at 6:00 p.m.

  
Ms. Ann E. Ray, PG, Clerk


  
Dr. Dennis J. Collins, President

## 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 15<sup>th</sup> day of ~~March~~<sup>MAY</sup> 2023.

SEAL



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

