



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday, August 16, 2023 – 12:00 PM**

The August meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, August 16, 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., Operations Manager, Jason Robbins, Administrative Assistant, Tracy Zenkner, Staff Engineer, Onassis Rivera, P.E., Management Analyst, Nick Newman and Brent Perz, P.E. of Baxter & Woodman.

1. Call to Order

President Collins called the meeting to order at 12:24 p.m.

2. Approval of the August Agenda

Trustee Ray moved approval of the August agenda. 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.

3. Approval of July Meeting Minutes

President Collins moved approval of the July 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

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

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.

Mark Eddington introduced Rob Kudlicki, a new associate of Foster & Buick, who attended the meeting with Keith Foster.

6. Treasurer's Report

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

Steve relayed information from Resource Bank regarding a data breach. President Collins moved approval to follow all the recommendations regarding changing account information due to the third-party breach. 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.

7. FY 2022/23 Public Audit

Steve Parker stated the audit is complete and the audit findings will be presented at an upcoming meeting.

8. District Dashboards

Mark Eddington discussed the District's Dashboard. Mike Holland reviewed the Hauled Waste and Electrical Data Dashboards.

9. Operator's Report

Jason Robbins reported CHP 1 is down for overhaul maintenance.

10. Regional Lift Station – 7/31/23 Incident

Mark Eddington reported there was a power outage at the Regional Lift Station. When power returned, the lift station controls locked up and no alarms were activated. A resident contacted the District regarding a backup in their home which brought the situation to the District's attention. Staff responded quickly and effectively to bring the lift station back online. The resident reported major damage and Insurance is working through the claim.

11. Parental Leave

Mark Eddington discussed exploring the District's Parental Leave policy. This will be revisited at a later date.

12. Local Government Efficiency Act

Mark Eddington stated staff interviews have begun. An update will be provided next month.

13. Catastrophic Water Loss Relief Requests

President Collins moved to approve the following Catastrophic Loss requests:

Hunter Normal Properties LLC, 1044 Aspen Court #2, \$556.92, toilet running

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. Lateral Assistance Program

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

15. Plan Review

a) Project Supernova/Gurler Rd. Sewer Extension (Peace Rd. Phase)

Mark Eddington reported Keith Foster is developing an amendment to Krusinski's existing

development/annexation agreement as well as a separate recapture agreement to ensure the District's costs are covered for the sewer to be bored and jacked beneath Peace Road.

b) Project Lakeview

Mark Eddington reported the project is ongoing.

c) Goldin Property

Mark Eddington provided project information and has been discussing Goldin's current annexation to the City of DeKalb and future annexation to KWRD.

d) East Lincoln Sewer Extension

Mark Eddington discussed property development and pre-annexation. The discussion is ongoing and Foster and Buick will begin work on a pre-annexation/connection agreement

e) City of DeKalb – Transit Maintenance Facility

Bill Nicklas reported planning and development for the Transit Maintenance Facility is in the beginning stages with completion a couple of years out.

f) Wessels Market

Mark Eddington stated conversation regarding connecting to sewer is ongoing.

16. Annexations/Pre-Annexations

None.

17. Engineer's Report

a) I/I Program

Mike Holland reported that Baxter & Woodman will begin smoke testing within Basin 16 over the next couple months.

b) Phase 1C/Headworks Improvements

Mike Holland reported Baxter & Woodman and Strand are working on conceptual design analysis and process alternatives.

c) Gurler Road Sewer Extension

Mike Holland reported that Baxter & Woodman has been working on a conceptual design report to extend gravity sewer east along Gurler Road for the Waste Management landfill. The preliminary Engineer's estimate is \$2.45 Million.

18. Projects

a) Malta / KC Sewer Extension

Mike Holland stated startups of the pump stations are expected this month. Berger Excavating Payment Request No. 15 for \$214,706.00 has been reviewed and is recommended for payment, pending receipt of payroll reports and apprenticeship documentation.

President Collins moved approval. 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.

b) Northern DeKalb County Sewer Extension

Mark Eddington stated there is no update.

c) 1109 Sycamore Road Demo

Mike Holland reported staff is working on utility disconnects and asbestos abatement in preparation for demolition of the Clark House at 1109 Sycamore Road. In the upcoming month, staff will be seeking quotes for the demolition, with the intention of converting the area to another wildflower habitat.

19. Updated Mission Statement

Mark Eddington stated this will be revisited next month.

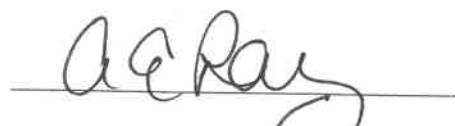
20. New Business

Mark Eddington stated the DeKalb County Economic Development Corporation (DCEDC) will have their annual dinner September 28, 2023.

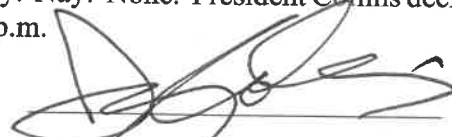
Mark Eddington reported there has been some interest in surplus property on Harvestore. More details should be available at next month's meeting.

21. Adjournment

Trustee Struthers moved to adjourn the meeting at 2:28 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 was adjourned at 2:28 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 ^{18th} ~~16th~~ day of ^{September} ~~August~~ 2023.

SEAL



A handwritten signature in cursive script, appearing to read "Ann E. Ray".

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