



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Monday, September 18, 2023 – 5:30 PM**

The September meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 5:30 pm on Monday, September 18, 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 Derek Wold, P.E. of Baxter & Woodman.

1. Call to Order

President Collins called the meeting to order at 5:24 p.m.

2. Approval of the September Agenda

President Collins moved approval of the September 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 August Meeting Minutes

Trustee Struthers moved approval of the August Meeting Minutes. 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.

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

Mark Eddington introduced Jim Savio, CPA from Sikich who attended remotely to provide results of the Annual Public Audit. See item #9.

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.

7. District Dashboards

Mark Eddington discussed the District's Dashboard. Jason Robbins reported OT has been reduced dramatically with the implementation of the different shift start times. Mike Holland reviewed the Hauled Waste and Electrical Data Dashboards and noted that maintenance work on the generators

will have an effect on the power production for the next month.

8. Operator's Report

Jason Robbins stated the current 1992 flusher truck has had many expensive repairs over the last several years and Staff feels it is time to replace this vehicle. With a lead time of 9 months, Jason is requesting authorization to proceed with ordering a Vac-Con VJ750 for \$171,887 with expected delivery and payment to take place in FY 24/25. Trustee Struthers asked management to update the five-year Capital Improvement Program to include a list of expected work/equipment upgrades that will be necessary. President Collins moved approval for ordering the new flusher truck. 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. FY 2022/23 Public Audit

Jim Savio, CPA, reviewed the findings of the FY 2022/2023 audit. The auditors identified no material weaknesses or deficiencies. Jim stated the audit went very smoothly.

10. Updated Financial Model

Mark Eddington reviewed the updated financial model which was updated with final numbers from the audit.

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

Mark Eddington reported he has been in contact with the resident as well as the insurance adjuster. Mark and the adjuster have worked through the claim and proposed a settlement agreement with the homeowners for compensation for damaged property. Trustee Struthers 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.

12. Local Government Efficiency Act

Mark Eddington stated the first meeting will be held during the October Board Meeting.

13. Catastrophic Water Loss Relief Requests

None.

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) – Agreement with JKK

Mark Eddington reported Keith Foster is developing an amendment to Krusinski's existing development/annexation agreement.

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) 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 submitted 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 the new pump stations at the Village of Malta and Kishwaukee College were started up over the last week in August and have been operational since then. Berger Excavating Payment Request No. 16 for \$51,976.08 has been reviewed and is recommended for payment, pending receipt of payroll reports and apprenticeship documentation.

Trustee Ray moved approval. 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.

b) Northern DeKalb County Sewer Extension

Mark Eddington stated there is no update.

c) 1109 Sycamore Road Demo

Onassis Rivera reported staff received quotes for the demolition of the Clark House. Donegal Services was the low bidder, with a bid amount of \$38,075.00.

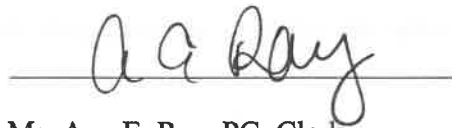
Onassis Rivera requested authorization to enter into an Agreement with Donegal Services for \$38,075.00 for demolition of the Clark House. President Collins moved approval of authorization for Execution of Agreement with Donegal Services up to \$38,075.00. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Ray. Nay: None. President Collins declared the motion passed.

19. New Business

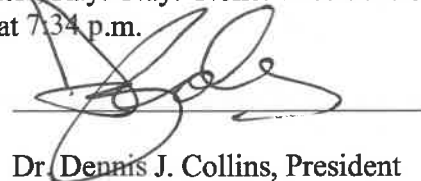
None.

20. Adjournment

Trustee Struthers moved to adjourn the meeting at 7:34 p.m. 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. The meeting was adjourned at 7:34 p.m.



Ms. Ann E. Ray, PG, Clerk

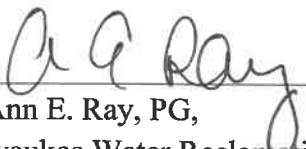

Dr. Dennis J. Collins, President

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 day of October 2023.

SEAL





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

