



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

The November meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, November 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., 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 12:41 p.m.

2. Approval of the November Agenda

Trustee Struthers moved approval of the November 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 October Meeting Minutes

President Collins moved approval of the October 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 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.

Mark Eddington introduced Nate Sauer, new hire for wastewater operator.

6. Treasurer's Report

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

7. Accounts Payable Update

Steve Parker and Tracy Zenkner provided information regarding an automated Accounts Payable software which they have researched and feel would be a good fit for the District. The Board requested more information on certain points and Steve and Tracy will provide more detailed information next month.

8. District Dashboards

Mark Eddington discussed the District's Dashboard.

Mike Holland reviewed the Hauled Waste and Electrical Dashboards.

9. Operator's Report

a) Land Application of Biosolids Contract Update

Mark Eddington reported the new Prevailing Wage requirements for Biosolids hauling, which are expected to go into effect in 2024.

b) Ford F-350 Crane Truck

Mark Eddington reported the quotes for the crane truck modifications on the new Ford F-350 have been reviewed and are approximately \$60,000 with Sauber. Due to this being a specialty item with our local service shop, staff has requested the public bidding requirement to be waived. President Collins moved approval of waive the public bidding requirement for the crane truck modifications. 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.

10. Health Insurance – 2024 Renewal

Mark Eddington discussed the renewal information. A motion was made by Trustee Struthers to authorize Mark Eddington to proceed with the proposed renewal of healthcare plan. Trustee Ray seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Ray. Nay: None. President Collins declared the motion passed.

11. City of DeKalb – KWRD Rezoning

Mark Eddington reported the rezoning of KWRD will be going to the City of DeKalb Planning and Zoning Commission on December 2. The District will request the City of DeKalb waive the second reading so it can move to the City Council on December 11th for final approval.

12. 2024 Property Tax Levy - Discussion

Bill Nicklas discussed the upcoming City of DeKalb 2024 Tax Levy. Mark Eddington reviewed options for KWRD's tax levy, with the goal of reducing the billed amount for homeowners.

13. Farmland Lease

Mark Eddington reviewed the end of the current lease and what options are available moving forward.

14. Catastrophic Water Loss Relief Requests

None.

15. Lateral Assistance Program

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

16. Plan Review

- a) Project Supernova/Gurler Rd. Sewer Extension (Peace Rd. Phase) – Agreement with JKK

Mark Eddington reported the sewer line should be complete by the end of this month.

- 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

17. Annexations/Pre-Annexations

None.

18. Engineer's Report

- a) I/I Program

Mike Holland reported staff are investigating how the storm sewers are cross connected to KWRD's sanitary sewer in Basin 16.

- 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.

19. Projects

- a) Malta / KC Sewer Extension

Mike Holland stated that all construction work for the project was completed by the Final Completion date of November 14th, with only administrative items remaining.

Mike Holland presented and recommended approval of Final Change Order No. 2 incorporating various Contract Modification Requests for a credit amount of (\$30,194.77) and time extension of 25 days. President Collins moved approval of Change Order No. 2. 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.

Mike Holland requested approval for Berger Excavating's final payment in the amount of \$446,779.99, pending receipt of payroll reports and apprenticeship documentation. 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.

b) Northern DeKalb County Sewer Extension

Mark Eddington stated there is no update.

c) 1109 Sycamore Road Demo

Mike Holland stated Donegal Services has completed demolition of the Clark House and submitted for final payment.

Mike Holland requested approval for final payment of \$38,075.00. President Collins 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.

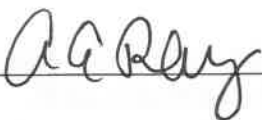
20. New Business

a) Holiday Party

The Holiday Party has been scheduled for December 8th.

21. Adjournment

President Collins moved to adjourn the meeting at 2:40 p.m. 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. The meeting was adjourned at 2:40 p.m.



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



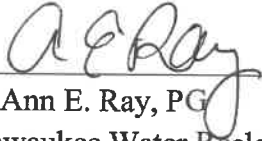
Dr. Dennis J. Collins, President

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 13th day of December 2023.

SEAL





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

