



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday, January 17, 2024 – 12:00 PM**

The January meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, January 17, 2024. 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 12:20 p.m.

2. Approval of the January Agenda

President Collins moved approval of the January 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 December Meeting Minutes

Trustee Struthers moved approval of the December 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

Trustee Struthers moved approval of payment of bills 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

Bill Nicklas, City Manager, City of DeKalb, attended the meeting to provide updates regarding Items 12a and 12c.

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 and Electrical Dashboards.

8. Operator's Report

None.

9. In-District Connection Fee Waiver

Mark Eddington identified that connection fees are currently waived for vacant lots already annexed to the District and zoned for single family residential use. The board took no action, but President Collins expressed that this policy was created to aid in local development but has yet to have made any noticeable impact. He stated that the Board would review this policy periodically and make necessary adjustments. It was noted that the City of DeKalb is currently waiving its water impact fees.

10. Catastrophic Water Loss Relief Requests

None.

11. Lateral Assistance Program

Mike Holland requested the Board consider eligibility requirements to include nonprofits, which the Board agreed nonprofits should qualify.

12. Plan Review

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

Mark Eddington reported construction of the sanitary sewer is nearing completion and 90% payment to Krusinski Construction was made with the remaining 10% to be paid upon completion.

b) 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.

c) DeKalb School District

Mike Holland stated DeKalb School District has requested a waiver of connection fees for the new elementary school on Normal Road. After discussion, the District agreed that it was District policy that connection fees will not be waived for any development.

13. Annexations/Pre-Annexations

a) C&H Plumbing (Maercker)

Mark Eddington reviewed the request to annex Maercker 15 acres and waive the annexation fee. No waiver would be granted and it was recommended to only annex the acreage needed.

14. 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. Staff proposed a special workshop meeting with the Board to evaluate next steps.

c) Gurler Road Sewer Extension

Mark Eddington reported that a conceptual design report has been provided to Waste Management for consideration.

d) Sidestream Tank #2 Cover

Mike Holland stated as part of the Phase 1B Improvements, a cover was installed over an existing clarifier to allow it to be used for sidestream equalization. Staff found this tank to be essential but that operations are limited by its capacity. KWRD has budgeted \$500,000 to install a cover over the 2nd sidestream clarifier, which Staff feels is the best long-term solution to better ensure permit compliance and allow for hauled waste receiving. Trustee Struthers moved to approve staff's plan to install the cover and appurtenances to enable the second clarifier to be converted to additional sidestream equalization/storage. Trustee Collins seconded. The motion was carried by a 3-0 roll call vote. Aye: Collins, Struthers, Ray. Nay: None. Staff will move forward with installation of Sidestream Tank #2 Cover.

e) Nutrient Assessment Reduction Plan (NARP)

Mark Eddington reviewed the requirements for NARP. The District has completed and submitted the NARP to the IEPA pursuant to the special condition of KWRD's NPDES Permit.

15. Projects

a) Malta / KC Sewer Extension

Mike Holland stated construction work for the project is complete. The final disbursement has been received and all final documentation has been submitted. Final Payment Request #17, in the amount of \$446,779.99, has been reviewed and is recommended for payment.

President Collins moved to approved Payment Request #17 in the amount of \$446,779.99. 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) Arista Residences (Barber Green Road)

Mike Holland requested authorization to pay a portion of the sewer relocation (\$14,030), as agreed to previously.

Trustee Ray moved to approve payment of \$14,030. 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.

16. FY 2024/25 Tentative Meeting Schedule

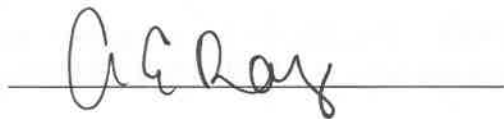
Mark Eddington reviewed the Board Meeting dates for 2024/25. It was requested to move the September meeting to the evening of Monday, September 16th. Will confirm tentative date at next month's meeting.

17. New Business

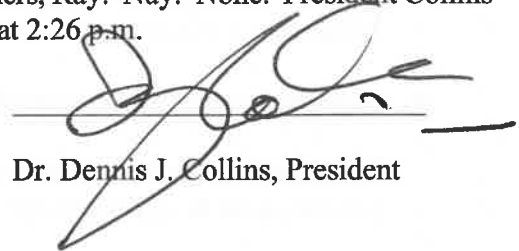
None.

18. Adjournment

President Collins moved to adjourn the meeting at 2:26 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 2:26 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 21st day of February 2024.

SEAL





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

