



**Kishwaukee Water Reclamation District  
Special Board Meeting Minutes  
Wednesday, February 7, 2024 at 12:00 PM**

A Special Meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, February 7, 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, Operations Supervisor, Ben Meier, and Derek Wold, P.E. of Baxter & Woodman.

**1. Call to Order**

President Collins called the meeting to order at 12:25 p.m.

**2. Approval of the February 7, 2024 Special Meeting Agenda**

Trustee Struthers moved approval of the February 7, 2024 Special Meeting Agenda. 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.

**3. Approval of January Meeting Minutes**

Approval of Jan. Meeting Minutes was tabled until the normally scheduled Feb. Board Meeting.

**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 3-0-0 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.

**6. Workshop – Phase 1C Improvements**

Mark Eddington reviewed the scope and cost estimates for the proposed Phase 1C Improvements as well as presented an aerial view of the District property highlighting the buildout phases of the proposed improvements. His recommendation broke \$30 million of improvements into two phases. The two phases as proposed are included below:

**Phase 1 (\$15 million)**

- New anerobic digester/storage
- Completion of the internal electrical distribution loop and solar array (150 KW)
- Demo of unused tankage and buildings/realignment of perimeter fencing/landscape.
- New excess flow disinfection
- Polymer storage at Dewatering Building

## **Phase 2 (\$15 million)**

- Headworks Rehabilitation
- Replacement of original Garage/storage (1979)

The District's financial model was updated to consider three scenarios:

1. Total Project (\$30 million) – Low EOY Cash \$7.2 million in FY 36/37
  - 2024/25 Engineering Design
  - 2025/26 Construction (3 years)
  - 2028/29 Completion/First Loan Payment (\$1.8 million/year)
2. Phase 1 (\$15 million) – Low EOY Cash \$11.3 million in FY 31/32
  - 2024/25 Engineering Design
  - 2025/26 Construction (2 years)
  - 2027/28 Completion/First Loan Payment (\$900K/year)
3. Phase 2 (\$15 million) – Low EOY Cash \$9.4 million in FY 35/36
  - 2027/28 Engineering Design
  - 2028/29 Construction (2 years)
  - 2030/31 Completion/First Loan Payment (\$900K/year)

The consensus of the group was to break the project into two phases. This would allow the work to be completed within the next ten years while maintaining enough cash on hand to ensure at least one year of operational costs are held in reserve.

Management also detailed improvements that would become necessary for expansion of treatment capacity. It is anticipated that additional capacity will not be necessary for decades, but the proposed improvements were shown to verify their footprint can be accommodated by the District's existing property and ensure that open space remains for that purpose.

## **7. New Business**


No new business.

## **8. Adjournment**

President Collins moved to adjourn the meeting at 1:32 p.m. 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. Meeting adjourned at 1:32 p.m.



Dr. Dennis J. Collins, President




Ms. Ann E. Ray, P.G., Clerk

## 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 <sup>20<sup>th</sup></sup> ~~21<sup>st</sup>~~ <sup>MARCH</sup> day of ~~February~~ 2024.

SEAL



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

