



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday, June 11, 2025 – 12:00 PM**

The June meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, June 11, 2025. In attendance were Trustees Dennis J. Collins, Tim Struthers, Ann E. Ray, Attorney Keith Foster, Attorney Tim Conklin, Treasurer Steve Parker, Executive Director, Mark Eddington, P.E., Senior Advisor, Brian Perkovich, 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 12:30 p.m.

2. Approval of the June Agenda

President Collins moved approval of the June 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 May Meeting Minutes

Trustee Struthers moved approval of the May 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.

- a) Loan #2 – Payment 26 of 40 - \$87,622.58
- b) Loan #3 – Payment 26 of 40 - \$48,959.50
- c) Loan #4 – Payment 9 of 40 - \$1,594,177.00

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 an update regarding ongoing projects.

Mark Eddington introduced Tori Smith, summer intern.

6. Treasurer's Report

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

7. District Dashboards

Mark Eddington reviewed the District's Dashboard. Mark stated environmental compliance has been good. OT and Call Ins are trending down.

Mark Eddington reviewed the Hauled Waste Dashboard which shows numbers are down due to an "upset" digester and a dry spring.

Mark Eddington reviewed the Electrical Dashboard stating electricity production was virtually nonexistent due to rehab on a generator, media change out, and an upset digester.

8. Operator's Report

None.

9. Catastrophic Water Loss Relief Requests

Trustee Ray moved to approve the following Catastrophic Loss request:

Tiffani Bachtell, 1143 S 6th St, \$166.50, toilet leak

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. Backup Reimbursement Program (BURP)

Mark Eddington reviewed the outline of the program with revisions.

11. Renewable Energy Certificates (RECS)

Brian Perkovich reviewed the RECS program. The Board asked to keep this item on the agenda and Brian will report back with more information.

12. Lateral Assistance Program

Nick Newman reported several applicants are moving forward in FY 2025/26 as construction season has begun.

13. Plan Review

Nothing new to report.

14. Annexations/Pre-Annexations/Development

Mark Eddington reported it was discovered that several subdivisions thought to be annexed to the District were not officially recorded at the County or recorded at the County and not added to the tax rolls. Staff has begun to review annexations and is working with the County Recorder's office to resolve the matter. The Board requested this item remain on the meeting agenda until it has been completely resolved.

15. Engineer's Report

a) 2025 WWTP Improvements

Onassis Rivera reported Staff has reviewed and provided feedback to B&W on the 90% design drawings and specifications. Staff continues to meet with B&W and Tri-R to refine various elements of the project to achieve the 100% design deliverable (June).

The IEPA's draft Intended Use Plan has been published and the 2025 WWTP Improvement Project has scored high enough to achieve reserved funding status for \$26,000,000, including \$4,500,00 in estimated debt forgiveness during the current fiscal year. The final Intended Use Plan is expected in July.

Staff have prepared two grant applications – one to the US Department of Energy's Industrial Training & Assessment Centers (ITAC) Implementation Grant Program and the other to the Illinois Department of Commerce and Economic Opportunity (DCEO) Federal Grant Support Program (\$450,000 total).

b) Waterman/Shabbona/Prairie Band Potawatomi Sewer Extension

Mark Eddington reported this project continues to receive strong support from the Village of Waterman and the Prairie Band Potawatomi Nation. The Village of Shabbona's administration recently changed as of the recent election. Preliminary indications are that Shabbona may no longer be interested in partnering on this project. Mark is working to schedule an opportunity to meet with the new Village Board and gauge their interest in the project.

Mark stated on May 21st, he and Onassis met with the Village of Waterman administration and residents to present on the project and answer questions. The presentation was well received by attendees and served to reinforce the project's regional benefits while maintaining momentum with local stakeholders.

Baxter & Woodman has prepared an engineering scope and submitted a time and materials proposal not to exceed \$1.34 million to design, permit, and publicly bid the project. B&W is currently reevaluating the design scope in the event Shabbona is no longer a partner. The next step will be to finalize the partners and draft an intergovernmental agreement outlining the detailed cost-sharing arrangement for the design and bidding.

c) Waste Management

Mark Eddington and Mike Wiersma (WM) have contacted three of the four landowners from whom WM would need to acquire easements to serve this project. They will continue their efforts ahead of the potential project start date this fall. Mark is currently editing a connection/service agreement with WM for this project.

d) Greenwood Acres Drive Sewer Extension

KWRD and the City of DeKalb hosted a joint meeting with several of the property owners on

Greenwood Acres Drive to discuss a potential sewer extension project earlier this month. KWRD provided a concept level design and estimated costs to build/connect. They shared the Board's thoughts on the District's financial participation in the project stating that if half the residents committed to fund construction and connect to the proposed sewer then KWRD would consider funding the balance of the sewer extension (for the properties on the west side of Greenwood Acres Drive). KWRD would then recapture proportionate fees as the balance of the properties connect in the future.

16. Projects

a) Prairie Springs Lift Station Improvements

Onassis Rivera stated Nicor completed the gas main extension and installed a new gas service, including the meter.

Tri-R Systems has completed approximately 90% of the electrical and control work, including placement of the generator on-site. Remaining electrical, gas hook-up to the meter and fencing improvements are scheduled to be completed in the coming weeks, with final project completion anticipated in the early summer.

b) Sprague Lift Station – Malta

Staff has prioritized this lift station for improvement to pumps, piping, electrical and controls. Work including bypass pumping is tentatively scheduled to begin and end the week of July 14th.

c) 2025 – Basin 16 I/I Removal Program

Onassis Rivera sent the Notice of Award and submitted the signed agreement, insurance certificates, and performance/payment bonds for the Basin 16 Manhole and Sewer Rehabilitation Project. Staff recommends that the Board of Trustees execute the agreement in the amount of \$642,541 and authorize issuance of the Notice to Proceed.

President Collins moved to execute the agreement in the amount of \$642,541 and authorize issuance of the Notice to Proceed to National Power Rodding. 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.

17. New Business

None.

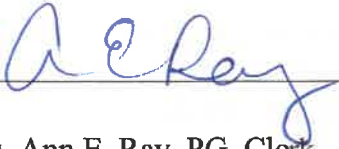
18. Executive Session to review Executive Session Meeting Minutes and Personnel

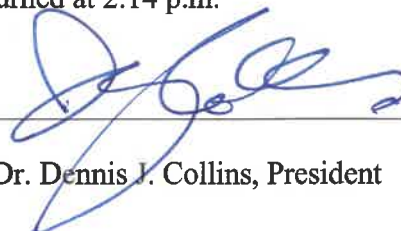
None.

19. Adjournment

President Collins moved to adjourn the meeting at 2:14 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 2:14 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 23rd day of July 2025.

SEAL





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