



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday, November 19, 2025 – 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 19, 2025. In attendance were Trustees Dennis J. Collins, Ann E. Ray, Attorney Keith Foster, 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. Tim Struthers was absent.

1. Call to Order

President Collins called the meeting to order at 12:22 p.m.

2. Approval of the November Agenda

Trustee Ray moved approval of the November agenda. President Collins seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Ray. Nay: None. Absent: Struthers. President Collins declared the motion passed.

3. Approval of October Meeting Minutes

President Collins moved approval of the October Meeting Minutes. Trustee Ray seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Ray. Nay: None. Absent: Struthers. 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 2-0 roll call vote. Aye: Collins, Ray. Nay: None. Absent: Struthers. President Collins declared the motion passed.

5. Public Input and Communications

Mark Eddington introduced Stella Riedl, recent hire for Wastewater Operators.

Bill Nicklas, City Manager, City of DeKalb, attended the meeting to provide an update regarding ongoing projects.

6. Treasurer's Report

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

7. District Dashboards

Mark Eddington reviewed the District's Dashboard and reported that annual sewer units billed, and fees increased due to the dry year. Mark also noted that the District has achieved one full year of environmental compliance with no violations. Additionally, with the decrease in received solids and the continued dry weather, OT and Call Ins were reduced.

Mark Eddington reviewed the Hauled Waste Dashboard reporting volume, which remained steady at the same pace as the last few months.

Mark Eddington reviewed the Electrical Dashboard stating the generators' production is slowly increasing as grease intake increases. Production should better approach consumption in the months to come.

8. Operator's Report

Jason reported a raw pump, and the Lions Park Lift Station pumps are currently being rebuilt.

Jaston stated staff is focusing on completing as much outdoor work as possible before colder weather sets in. Additionally, three staff members will transition into other departments to receive operational training, supporting broader skill development and operational continuity.

9. Staffing Update

Mark Eddington presented a staffing memo that detailed additional hires that occurred over the past few months. He deemed the hiring necessary to increase production, particularly for sewer cleaning, as well as the need to plan for retirements that will likely occur over the next few years.

10. Catastrophic Water Loss Relief Requests

President Collins moved to approve the following Catastrophic Loss requests:

William Heinisch, 280 Bent Grass Circle #A, \$152.48, toilet running
Hunter Normal Properties, 1009 Aspen Ct #6, \$314.93, toilet leak

Trustee Ray seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Ray. Nay: None. Absent: Struthers. President Collins declared the motion passed.

11. Lateral Assistance Program

Staff reported on the number of LAP completions, total amount of reimbursement cost and approximate number of applicants in the application process.

12. 2026 Property Tax Levy

Mark Eddington presented a concept to ensure the average property tax bill will not be increased over last year's tax bill. The trustees discussed a need for future revenue due to the large projects anticipated over the next several years. The board deferred any action to its December meeting.

13. Insurance Renewals

a. Health Insurance

Mark Eddington discussed the employee health insurance renewal for 2025. A motion was made by Trustee Ray to authorize Mark Eddington to proceed with the proposed renewal

of healthcare plan. President Collins seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Ray. Nay: None. Absent: Struthers. President Collins declared the motion passed.

b. Property and Casualty Insurance

Mark Eddington reviewed the renewal for property and casualty insurance. A motion was made by Trustee Ray to authorize Mark Eddington to proceed with the proposed renewal of healthcare plan. President Collins seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Ray. Nay: None. Absent: Struthers. President Collins declared the motion passed.

14. Connection Fees

Mark Eddington reviewed the policy regarding connections fees and how it relates to non-profits.

15. Annexations/Pre-Annexations/Development

a. Previously Annexed and Recorded Subdivisions (1970-2017)

Staff is in contact with the County Recorder's office and this is an ongoing project. Staff will continue to provide updates on this matter.

b. Previously Annexed and Unrecorded Subdivisions (1970-1989)

Staff presented these annexations to the County to be properly recorded, and steps are being taken to confirm these annexations have been added to the tax rolls for tax year 2025 and moving forward.

16. Development/Plan Review/Connection

a. Project Midwest – Connection and Development Agreement

Mark Eddington requested authorization to sign the Connection and Development Agreement with Mohr DeKalb, LLC. This agreement establishes a connection fee based on anticipated sanitary sewer impact of 22 PE (population equivalent) in the amount of \$13,200. KWRD is also obligated to contribute 25% of the cost of installing the 12" diameter gravity sewer extension to the northern boundary of the property. The developer is obligated to seek multiple bids, and the amount is capped at \$75,000 and is due upon completion and acceptance by the District. A motion was made by President Collins to authorize Mark Eddington to proceed with signing the Agreement. Trustee Ray seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Ray. Nay: None. Absent: Struthers. President Collins declared the motion passed.

b. Safe Passage (217 Franklin Street) – Connection Fee Discussion

Mark Eddington reported Safe Passage may be seeking relief from connections fees due to being a non-profit organization. This discussion may continue next month.

17. Engineer's Report

a) Waterman/Potawatomi Sewer Extension

Mark Eddington reported KWRD and the Village of Waterman met with Clinton and Shabbona officials this past month to introduce the project and discuss coordination necessary to attain resident permission to perform soil borings and eventually attain easements on properties along the project route. We answered questions and listened to concerns. We anticipate a public meeting in the first week of December to present the project and field questions from property owners located along the anticipated sewer alignment.

Baxter & Woodman has completed the survey work and is meeting with KWRD to coordinate the design engineering.

The goal is to complete design early summer of 2026 and have this project included in Illinois' FY 2027 SRF Program.

b) Waste Management Direct Connection

Mark Eddington stated WM is in the process of attaining easements from four private property owners for their proposed forcemain. WM has also received a draft connection/service agreement from KWRD. WM has allocated the capital to fund construction that could begin as soon as easement agreements are executed.

18. Projects

a) 2025 WWTP Improvements

Onassis Rivera reported that staff and management have continued to follow up with the IEPA regarding the timing for issuance of the loan offer letter.

Staff has submitted two grant applications, U.S. Department of Energy's Industrial Training & Assessment Centers Implementation Grant Program and Illinois Department of Commerce and Economic Opportunity Federal Grant Support Program. The District has received a letter of commitment from the DCEO grant application for \$300,000 with the award contingent on receiving the ITAC grant award.

b) Prairie Springs Station Improvements (Malta)

KWRD has completed the improvements at the Prairie Springs Lift Station in Malta.

c) Basin 16 I/I Removal Program

Onassis Rivera stated National Power Rodding Corp. has completed CCIP lining installation in the basin. Staff reviewed the post-rehab televised inspections, field reports and pay request application and recommends payment approval to NPR for sewer lining work completed.

Onassis Rivera requested payment authorization to National Power Rodding for sewer lining work completed in the amount of \$232,568.55. A motion was made by Trustee Ray to proceed

with payment to National Power Rodding in the amount of \$232,568.55. President Collins seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Ray. Nay: None. Absent: Struthers. President Collins declared the motion passed.

19. New Business

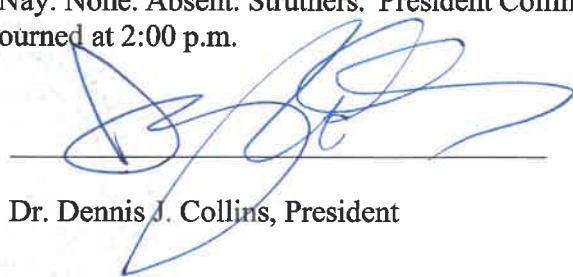
Mark Eddington reported the date of the Holiday Luncheon is 12/10/25.

20. Executive Session

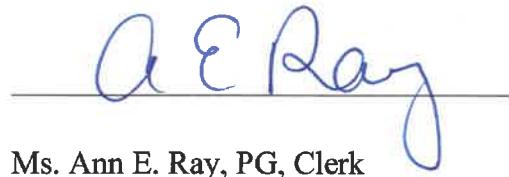
None.

21. Adjournment

President Collins moved to adjourn the meeting at 2:00 p.m. Trustee Ray seconded. The motion carried by a 2-0 roll call vote. Aye: Collins, Ray. Nay: None. Absent: Struthers. President Collins declared the motion passed. The meeting was adjourned at 2:00 p.m.



Dr. Dennis J. Collins, President



Ms. Ann E. Ray, PG, 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 17th day of December, 2025.

SEAL




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