



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday, December 17, 2025 – 12:00 PM**

The December meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, December 17, 2025. In attendance were Trustees Dennis J. Collins, Tim Struthers, 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.

1. Call to Order

President Collins called the meeting to order at 12:21 p.m.

2. Approval of the December Agenda

Trustee Ray moved approval of the December agenda. 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.

3. Approval of November Meeting Minutes

Trustee Struthers moved approval of the November Meeting Minutes. 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.

4. Approval to pay bills as presented

President Collins moved approval of payment of bills as presented.

- a) IEPA Loan #1 – Payment #28 of 40 in the amount of \$384,615.38 (wire transfer)
- b) IEPA Loan #2 – Payment #27 of 40 in the amount of \$87,622.58 (wire transfer)
- c) IEPA Loan #4 – Payment #10 of 40 in the amount of \$1,573,038.10 (wire transfer)
- d) Employee HSA Annual Deposit – Authorization to deposit \$117,600 funds on January 1 to Employee Health Savings' Accounts (21 FTE)
- e) Annual Secondary Meter Refunds

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 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 collected are as expected. Mark also noted that the District has achieved one full year of environmental compliance with no violations.

Mark Eddington reviewed the Hauled Waste Dashboard reporting volume 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 digester health improves and grease intake increases. Production should approach consumption in the months to come.

8. Operator's Report

No report.

9. Catastrophic Water Loss Relief Requests

President Collins moved to approve the following Catastrophic Loss requests:

Daniel Sears, 528 College Ave #2W, \$84.08, toilet running
Arvin David, 1015 State St, \$91.20, toilet leak
Hunter Properties, 1018 Aspen Ct #7, \$132.53, toilet running

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. 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. Staff is anticipating a busy spring with all the LAP applicants currently waiting for the weather to break.

11. Ordinance #621 - 2026 Property Tax Levy

The board discussed the importance of the property tax levy and the merits of proposing a small increase vs. no increase at all. After deliberation, and despite META's 20-year abatement of \$300 million beginning this next tax year, the board chose to levy that same amount (\$997,746.00) as last year. President Collins stated that this should reflect a decrease in the total amount of property tax paid by our customers when compared to last year. Mark Eddington requested a motion to approve Ordinance No. 621 – KWRD 2026 Property Tax Levy as presented. President Collins moved approval. Trustee Ray seconded. The motion carried by a 3-0 roll call vote. Aye: Collins, Struthers, Ray. Absent: None. President Collins declared the motion passed.

12. 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.

c. Project Vector – Chicago West Business Center (CWBC)

Mark Eddington stated this project was approved by the City of DeKalb's Zoning Commission as well as the City Council and will be moving forward in early 2026.

13. Development/Plan Review/Connection

a. Project Midwest – No updates.

b. Safe Passage (217 Franklin Street) – The Board circled back to last month's discussion relating to not-for-profits that seek a waiver of the District's connection fees. Trustee Ray asked Attorney Foster if there could be a category for not-for-profits that meet "basic human needs" like food, shelter, safety, etc.? Attorney Foster felt it would be difficult to determine "where to draw the line" on what is considered a basic human need. President Collins mentioned that KWRD did contribute \$25,000 several years ago so Safe Passage could relocate a sanitary sewer pipe that bisected its property for it to better utilize its property. Ultimately, the board's consensus is to treat these types of requests on a case-by-case basis rather than create a District policy.

14. Engineer's Report

a) Waterman/Potawatomi Sewer Extension

Mark Eddington reported that landowners along the easement remain skeptical with respect to agreeing to provide sanitary sewer easements for the segment of sewer that heads west from the Village of Waterman. Attorney Foster mentioned that the easements to the PBNP, or to Shabbona for that matter, are condemnable if the District ever wishes to proceed in that direction. Mark continued that he will be working to update the agreement with PBNP and Waterman to remove the sewer west of Waterman and updated agreements will be necessary. President Collins is seeking projected revenues and expenses for the project to ensure it is still viable if it only serves Waterman. Mark said he would update the board of these numbers at the January meeting.

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.

15. Projects

a) 2025 WWTP Improvements

Onassis Rivera reported that staff issued the Notice of Award and Notice to Proceed. A pre-construction meeting was held at the District with Williams Brothers Construction, Inc. (WBCI) and key subcontractors. Work has begun and the demolition of the old intermediate clarifiers is underway.

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. Project completion (manhole lining and lateral grouting) will be weather dependent but anticipated to wrap up early in the spring.

16. New Business

None.

17. Executive Session

At 2:15 p.m. President Collins moved to go into Executive Session to discuss considerations of an administrative request for a closed session under 5 ILCS 120/2 (1) to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees.

At 2:33 p.m. President Collins moved to close the executive session and return to the public meeting. Trustee seconded. The motion was carried by a 3-0 roll call vote. Aye: Collins, Struthers, Ray. Nay: None. President Collins declared the motion passed.

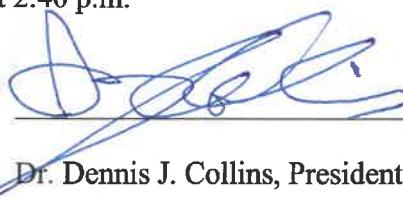
18. Action related to the appointment, employment, compensation, discipline, performance or dismissal of specific employees.

Trustee Struthers suggested that the Board consider a “holiday bonus” to acknowledge the District’s performance during 2025. He referenced the District’s exemplary environmental compliance (an entire year without any violations or excursions), its ability to freeze the tax levy amount, achieving an additional \$3 million of IEPA debt forgiveness (\$6 million total) for its 2025 WWTP Project, and increased production across the board. All the trustees agreed that a one-time holiday bonus was warranted.

Trustee Collins moved to issue a one-time \$1,000 holiday bonus for all District employees with a pro-rated amount for part-time employees and employees who began employment mid-year. The motion was carried by a 3-0 roll call vote. Aye: Collins, Struthers, Ray. Nay: None. President Collins declared the motion passed.

19. Adjournment

President Collins moved to adjourn the meeting at 2:40 p.m. 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. The meeting was adjourned at 2:40 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 21st day of January 2026.

SEAL



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