

DeKalb Sanitary District
Monday, December 15, 2014
Board Meeting Minutes

The December meeting of the DeKalb Sanitary District Board of Trustees was held at the office of the District at 6:00 pm on Monday, December 15, 2014. In attendance were Trustees Dennis J. Collins, Timothy A. Struthers and Carol B. Zar, Treasurer Steve Parker, Attorney Keith Foster, District Manager Mark Eddington P.E., Operations Manager Steve Olsen, Human Resources Manager Diana Foust SPHR and Assistant Manager, Engineering Mike Holland, P.E.

President of the Board Collins called the meeting to order.

Trustee Struthers moved approval of the December agenda, Trustee Zar seconded. The motion carried.

Trustee Zar moved approval of the November meeting minutes. Trustee Collins seconded. The motion carried.

Trustee Collins moved approval of the December 5th special meeting minutes. Trustee Zar seconded. The motion carried.

Trustee Collins moved approval to transfer funds:

\$375,000.00 to the O & M Fund for Operations from the Revenue Account

\$ 5,695.28 to the O & M Fund from the Dedicated Tax - IMRF Account

\$ 2,150.96 to the O & M Fund from the Dedicated Tax - FICA Account

\$ 56,000.00 to the Payroll Account from Revenue Account for annual employee HSA payment

\$ 4,999.80 to the O&M Fund from Revenue Account for the Flexible Spending Dependent Care

Trustee Struthers seconded. The motion carried.

Trustee Struthers moved to approve payment of bills as presented. Trustee Collins seconded. The motion carried.

Trustee Struthers moved to approve payment of the annual secondary meter refunds. Trustee Collins seconded. The motion carried.

Trustee Collins moved to approve payment #6 on EPA Loan #1 in the amount of \$384,615.38 and payment #5 on EPA Loan #2 in the amount of \$87,622.58. Trustee Struthers seconded. The motion carried.

There was no Public Input and Communications this month.

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

Treasurer Steve Parker and the Board discussed going out longer term with some of the District's investment in CDs.

Mark Eddington discussed the Districts "Dashboard" providing summary information on the District's budget, units billed, revenue trends, environmental compliance and call-in hours to the Board.

Trustee Zar moved approval of the District's 2015 Tax Levy, Ordinance #557. Trustee Struthers seconded. The motion carried.

Trustee Collins moved approval of the District's new sewer rate, Ordinance #558. Trustee Struthers seconded. The motion carried.

Mark Eddington reported on the two locations that are being considered for Verizon cell towers.

Trustee Collins moved to approve Resolution #2014-12-15-Property Tax Abatement. Trustee Struthers seconded. The motion carried.

Steve Olsen gave the Operator's Report informing the Board that the furnace above the Lab is in need of replacement. The Board authorized spending up to the amount of \$10,000 in a motion made by Trustee Collins. Trustee Struthers seconded. The motion carried. Trustee Collins moved to approve the bidding of the District's bio-solids removal. Trustee seconded. The motion carried.

Trustee Collins moved to approve the following Catastrophic Loss request, which was approved by the City of DeKalb as meeting the policy criteria:

- Chad Dreyer of 1526 Grand #1, \$412.75 loss due to a running toilet.

Trustee Struthers seconded. Motion carried.

There are no Annexations / Pre-annexations this month.

In plan review, Mike Holland stated that there was no new activity with Win Aviation and that he has drafted a violation letter regarding the Sawyers Auto demo for Keith Foster to review.

Mike Holland supplied the Engineer's Report. Mike informed the Board that the next step in the Dodge Addition I&I Reduction Pilot is to begin sump inspections and perform TV inspections of the laterals in the area beginning March 1st. Staff is considering purchasing a push camera to be able to provide the TV inspections internally and will be looking into pricing.

The Grease Receiving Improvements project is moving forward. Equipment has been ordered with installation expected in February.

As a result of the interviews held with various engineering firms on December 5th, staff began negotiations with the highest ranking firm, Baxter & Woodman, for the Phase 1B Biological Improvements Project design engineering. Baxter & Woodman has proposed a \$1.85M lump sum contract. Staff recommends entering into this agreement at the January meeting, pending staff and legal review of the contract details.

Under projects, Mike Holland stated there is nothing new with the Meadow Trails Lift Station Improvements Project, and that Redzone's work on the Sewer System Televising Program is ongoing.

Elliott and Wood has completed the spot repairs with only minor punch list items remaining. The remaining retainage and change order items will be addressed with the final payment application.

Irving Construction is almost complete with the Biodisc Structural Rehabilitation work.

Trustee Collins moved to approve a purchase order for the Centrifuge Feed Grinder as follows: Vogelsang Grinder \$15,300.00, Dahme plumbing work \$14,000.00 and TRI-R Systems Electrical/Controls \$15,700.00 (estimated). Trustee Struthers seconded. The motion carried.

Mark Eddington is still seeking quotes on security cameras.

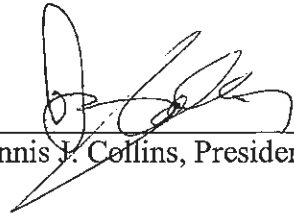
There is no new business this month.

Trustee Collins moved to go into Executive Session to address property acquisition, personnel and review of executive session minutes.

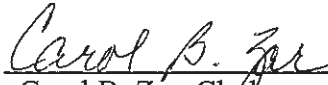
Trustee Struthers seconded.

The motion carried. The Board went into Executive Session.

No action was taken in executive session. After the Board returned from executive session, Trustee Collins moved to adjourn the meeting. Trustee Struthers seconded. The motion carried.



Dennis J. Collins, President



Carol B. Zar, Clerk