



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday, October 18, 2017 – 12:00 PM**

The October meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, October 18, 2017. In attendance were Trustees Dennis J. Collins, Carol B. Zar, Treasurer Steve Parker, Attorney Keith Foster, District Manager Mark Eddington P.E., District Engineer/Assistant Manager Mike Holland, P.E., Staff Engineer Joe Kostecki, Assistant Operations Manager Jason Robbins, Tracy Zenkner and Derek Wolz, P.E. of Baxter & Woodman.

1. Call to Order

President of the Board Collins called the meeting to order at 12:30 p.m.

2. Approval of the October Agenda

President Collins moved approval of the October agenda. Trustee Zar seconded. The motion carried.

3. Approval of September Meeting Minutes

President Collins moved approval of the September Board Meeting Minutes. Trustee Zar seconded. The motion carried.

4. Approval to transfer funds

Trustee Zar moved approval to transfer \$500,000.00 to the O&M Fund. President Collins seconded. The motion carried.

5. Approval to pay bills as presented

President Collins moved approval of payment of bills as presented. Trustee Zar seconded. The motion carried.

6. Public Input and Communications

Mark Eddington introduced employee, Dan Knaak, Wastewater Operator.

7. Treasurer's Report

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

8. District Dashboards

Mark Eddington discussed the District's "Dashboard". Revenue is down slightly. Expenses are in good shape. Environmental compliance was good. Overtime and Call-Ins were low for the month.

Mike Holland reviewed the Hauled Waste "Dashboard". For the month of September, there was reduced leachate due to the dry weather conditions.

9. October 14 Wet Weather Event

Mark Eddington reported there was a direct lightning strike to the antennae on the administrative building. The lightning strike caused damage to electrical equipment throughout the entire building, also affecting some equipment throughout the plant. Staff is still evaluating equipment within the plant and checking for damage. Mark Eddington has been in contact with the insurance company.

10. Health Insurance Renewal

Mark Eddington reviewed the healthcare renewal information, differences between coverage, premiums and networks. Mark Eddington requested authorization from the Board to proceed with making the decision for the upcoming healthcare renewal. President Collins moved approval to authorize Mark Eddington to proceed with the decision regarding healthcare renewal. Trustee Zar seconded. The motion carried.

11. Operator's Report

In the absence of Steve Olsen, Jason Robbins reported on October 8th, the treatment plan had some unexplained material pass through that would not settle out in the clarifiers and ultimately blinded the Tertiary Sand Filters. This caused an overflow of the filters and also resulted in a solids violation. The District suspects someone illegally dumped whatever substance this was in the collection system. It did not affect any other processes.

On Tuesday, October 10th, the District had their IEPA plant inspection. Tom Williams, with the IEPA Rockford's Regional Office, was satisfied with all aspects of the District's facility. The District also informed him of the problem on the 8th regarding the solids violation. Tom Williams stated he would notify the Springfield Compliance Office of the apparent illegal dump that occurred. The District does not anticipate any actions from the IEPA.

12. Catastrophic Water Loss Relief Requests

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

Robert Lowery, 1329 North 14th Street, \$504.00, running toilet.

Trustee Zar seconded. The motion carried.

13. Annexations/Pre-annexations

No annexations or pre-annexations.

14. Plan Review

No new projects were discussed.

15. Engineer's Report

a) Greenwood Acres Sewer Extension

The DeKalb County Health Department will be scheduling a neighborhood meeting in the near

future to discuss alternatives and costs.

b) Redzone

Redzone is requesting final payment of \$63,125 for the televising work. Staff is reviewing the resubmitted videos and agrees that they are close but still have a few items to be addressed. Staff is requesting authorization to make final payment to Redzone upon final acceptance. Mike Holland requested authorization for final payment of \$63,125 to Redzone for televising work completed. President Collins moved approval. Trustee Zar seconded. The motion carried.

16. Projects

a) Phase 1B Biological Improvements

Mike Holland reported that Williams Brothers (WBCI) has performed site clearing/grading and poured foundations for the Admin Building, Electrical Building and Sidestream Pumping Station. There has also been a substantial amount of site piping and utility relocation work.

Mike Holland stated that Disbursement Request No. 1 in the amount of \$2,426,550 has been received. Disbursement Request No. 2 in the amount of \$2,042,172.32, for B&W construction engineering fees and WBCI Payment No. 1 has been submitted to the IEPA for processing. WBCI Payment Request #1 in the amount of \$1,979,460.03 has been reviewed and is recommended for payment, pending receipt of Loan Disbursement No. 2. Mike Holland requested authorization for WBCI Payment Request #1 in the amount of \$1,979,460.03. President Collins moved approval. Trustee Zar seconded. The motion carried.

Mike Holland informed the board that as part of the consolidation of the Hollister Avenue properties, it was found that IDOT had a triangle shaped easement on the southwest side of the Hollister/Sycamore Road intersection that needed to be vacated. IDOT has had the property appraised at \$4,000, which the District must pay to have the property included in our parcel. Mike Holland requested authorization for payment to IDOT (Treasurer State of Illinois) for Property in the amount of \$4,000. Trustee Zar moved approval. President Collins seconded. The motion carried.

Mike Holland requested authorization for Baxter & Woodman to do a conceptual design of a maintenance building/garage up to \$10,000. President Collins moved approval. Trustee Zar seconded. The motion carried.

b) UV Disinfection Improvements

Mike Holland stated the UV construction is complete and final engineering invoices have been submitted. The final project cost was \$5,538 under budget.

c) Native Plantings Project

Mike Holland stated that Encap has performed the first herbicide application with the second application expected for next week. Following completion, payment of the \$2,850 total will be issued. The DeKalb County Soil & Water Conservation District would then provide the seeding in November for the previously approved amount of \$1,325.

d) 2017 Spot Repair Project

Mike Holland stated that Elliott & Wood has been issued the Notice to Proceed for their bid amount of \$88,000. Work is expected to begin within the next few weeks.

17. Sled Hill

Mark Eddington stated the sled hill is moving forward. Mark has contacted the DeKalb Park District regarding having fencing installed for safety purposes.

Mark Eddington requested authorization to pay the District's 50% portion of the Sled Hill Project's Payment Application No. 1 in the amount of \$35,341.06. President Collins moved approval. Trustee Zar seconded. The motion carried.

18. Regionalization

Mark Eddington stated he is working on speaking with neighboring communities regarding partnering with the District for wastewater treatment.

19. New Business

No new business.

20. Executive Session

At 2:28 p.m., President Collins moved to go into Executive Session to address personnel issues. Trustee Zar seconded. The motion carried.

At 2:48 p.m. President Collins moved to return from Executive Session. Trustee Zar seconded. The motion carried.

21. Personnel

No discussion, no action taken.

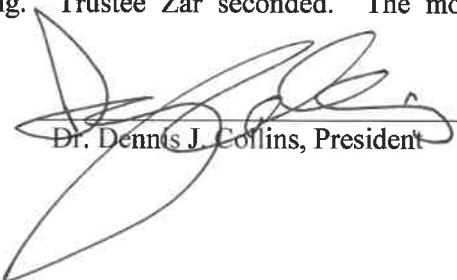
22. Property

No discussion, no action taken.

23. Adjournment

President Collins moved to adjourn the meeting. Trustee Zar seconded. The motion carried. Meeting adjourned at 2:48 p.m.


Ms. Carol Zar, Clerk


Dr. Dennis J. Collins, President

CERTIFICATION

I, Carol B. Zar, 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 15th day of November, 2017.

SEAL



Carol B. Zar
Carol B. Zar, CLERK