



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday, May 23, 2018 – 12:00 PM**

The May meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, May 23, 2018. In attendance were Trustees Dennis J. Collins, Carol B. Zar, Timothy Struthers, Attorney Keith Foster, District Manager Mark Eddington P.E., District Engineer/Assistant Manager Mike Holland, P.E., Assistant Operations Manager Jason Robbins, Tracy Zenkner, Derek Wold, P.E. of Baxter & Woodman and James Garland, Wastewater Laborer.

1. Call to Order

President Collins called the meeting to order at 12:35 p.m.

2. Approval of the May Agenda

President Collins moved approval of the May agenda. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

3. Approval of April Meeting Minutes

President Collins moved approval of the April Meeting Minutes. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. 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. President Collins seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

5. Public Input and Communications

Mark Eddington introduced the District's newest employee, James Garland, Wastewater Laborer.

Mark Eddington introduced Drew Zimmerman from the Daily Chronicle.

6. Treasurer's Report

Steve Parker gave the Treasurer's Report and discussed investments. Steve stated the audit for FY17/18 will begin the week of June 11th.

7. District Dashboards

Mark Eddington discussed the District's "Dashboard". Environmental compliance was great and very low OT and Call-Ins reported. Mike Holland reviewed the Hauled Waste "Dashboard".

8. Tentative FY18/19 Budget

Mark Eddington stated the tentative FY18/19 budget has been published. A Public Hearing on the Final Budget is scheduled for Friday, June 22 at 1 PM.

9. Procurement/Sale of District Property

- a) Vacuum Truck – The need to replace the vacuum truck was discussed and Mark Eddington stated that this item has been budgeted for in the FY18/19 Tentative Budget. Staff is in the process of preparing specifications for bidding.
- b) Air Compressor – Jason Robbins reported he has researched and received quotes for different models of air compressors to replace our current one. Authorization was requested to purchase a Sullair Portable Compressor for \$24,000. Keith Foster stated that since this amount is under \$40,000, public bidding is not required.

President Collins moved to authorize the purchase of a Sullair Portable Air Compressor for \$24,000. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

- c) Combination loader/backhoe – The purchase of a combination loader/backhoe was discussed and Mark Eddington stated that this item has been budgeted for in the FY18/19 Tentative Budget. Staff is in the process of preparing specifications for public bidding.
- d) Pickup Truck – Mark Eddington stated that research has begun to get pricing through the State Purchasing Program to replace one of the District's older pickup trucks.
- e) Furnishings - Mark Eddington led a discussion regarding obtaining quotes for furnishing the new Admin building. Bidding documents will be prepared.

10. Operator's Report

In the absence of Steve Olsen, Jason Robbins reported the need to replace a Grit Pump and Mixer, which has been budgeted for already. Jason requested authorization to order a Grit Pump and Mixer, both should not exceed \$37,000. President Collins moved to authorize the purchase of a Grit Pump and Mixer, not exceeding \$37,000. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

Jason Robbins reviewed the need for the purchase of a new riding mower. DeKalb Lawn is providing State Purchasing Pricing at \$11,658.90 and will also take our 2006 mower as a trade-in for approximately \$2,000-\$3,000. Jason Robbins requested authorization to purchase a new mower, which after trade-in should be under \$10,000. Trustee Zar moved to authorize the purchase of a new riding mower. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

11. Catastrophic Water Loss Relief Requests

There were no Catastrophic Water Loss Relief Requests.

12. Annexations/Pre-Annexations

None.

13. Plan Review

None.

14. Engineer's Report

- a) Sewer Service Study –Malta and Kishwaukee College

Staff will be continuing discussions with Malta and KCC representatives on estimated costs, potential cost sharing alternatives and next steps.

15. Projects

- a) Phase 1B Biological Improvements

Mike Holland reported Williams Brothers (WBCI) has completed the Admin Building masonry work with interior tile, HVAC and electrical finishing ongoing. Williams Brothers is continuing work on the Fermenter, Operations Building, RAS Pumping Station, Final Clarifier walls and has begun excavation and concrete work for the Aeration Basins.

Mike Holland stated that Disbursement No. 8 in the amount of \$1,670,996.02 has been received. Disbursement Request No. 9 in the amount of \$1,722,302.06 for WBCI Payment No. 8, and B&W engineering, has been submitted to the IEPA for processing. WBCI Payment Request #8 in the amount of \$1,649,655.06 has been reviewed and is recommended for payment, pending receipt of Loan Disbursement No. 9. President Collins moved approval of Payment Request #8, pending receipt of Loan Disbursement. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

Mike Holland stated that B&W has prepared plans for District requested revisions to the FOG/HSW Receiving Station and for the new Maintenance Center. Based on B&W estimates and preliminary cost estimates from WBCI the items may cost an additional \$400,000 for the FOG/HWS and \$1 million for the Maintenance Center. President Collins stated that these costs were not unexpected and that the board would consider these additions once final pricing is provided.

- f) Holly Street Lateral Rehabilitation Project

Mike Holland stated that staff has received executed License Agreements from 19 of 20 homeowners on Holly Street, authorizing the District access to their property to complete the work.PCE intends on starting work on site the week of May 28th.

16. New Business

None.

17. Executive Closed Session

At 2:18 p.m., President Collins moved to go into Executive Session to discuss Personnel Matters Under 5 ILCS 120/2(c)(1). Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

At 2:26 p.m. President Collins moved to return from Executive session. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

18. Collective Bargaining Agreement w/ Local 150 Operators

No action taken.

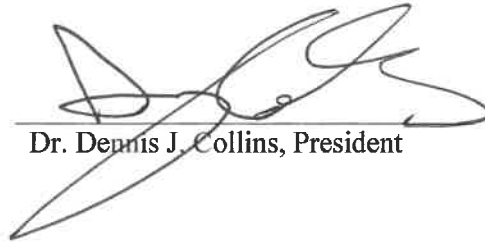
19. Adjournment

Trustee Struthers moved to adjourn the meeting at 2:26 p.m. President Collins seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. President Collins declared the motion passed.

Meeting adjourned at 2:26 p.m.



Timothy A. Struthers, Vice President



Dr. Dennis J. Collins, President

CERTIFICATION

I, Timothy A. Struthers, the Vice-President of the Kishwaukee Water Reclamation District of the County of DeKalb, State of Illinois, do hereby certify that I am the keeper of its books and records, in the stead of the Clerk, 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 22ND day of JUNE, 2018.

SEAL





Timothy A. Struthers, Vice-President