



**Kishwaukee Water Reclamation District  
Board Meeting Minutes  
Wednesday, August 15, 2018 – 12:00 PM**

The August meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Wednesday, August 15, 2018. In attendance were Trustees Dennis J. Collins, Timothy Struthers, Carol B. Zar, Attorney Jessica Harrill, District Manager Mark Eddington P.E., Operations Manager Steve Olsen, Staff Engineer Joe Kostecki, Assistant Operations Manager Jason Robbins, Administrative Assistant Tracy Zenkner and Derek Wold, P.E. of Baxter & Woodman.

**1. Call to Order**

President Collins called the meeting to order at 12:41 p.m.

**2. Approval of the August Agenda**

Trustee Zar moved approval of the August agenda. 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.

**3. Approval of July Meeting Minutes**

Trustee Struthers moved approval of the July Meeting Minutes. 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.

**4. Approval to pay bills as presented**

President Collins moved approval of payment of bills as presented. 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.

**5. Public Input and Communications**

No Public Input and Communications.

**6. Treasurer's Report**

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

**7. District Dashboards**

Mark Eddington discussed the District's "Dashboard" stating Environmental compliance was good. Call-Ins and OT were as expected for this time of year. Mark also reviewed rainfall versus units sold to correlate low units billed and fees collected.

Mark Eddington reviewed the Hauled Waste "Dashboard" stating it was another good month for FOG.

**8. Operator's Report**

Steve Olsen reported Primary Clarifier #1 required an emergency repair. DPS Equipment Services, Inc. repaired the unit at a cost of \$13,600.

Steve Olsen reported that due to very low flows and the inability to recirculate flow to the Trickle Filters due to construction, this caused several ammonia violations. Repair of the recirculation pipe took longer than expected which ultimately caused these violations.

Steve Olsen requested authorization to purchase a new pickup to replace the 2008 4x4 pickup truck. The cost of \$25,000 was in the FY18/19 budget when the new budget was approved. The truck will be purchased through the government purchasing program.

**9. Catastrophic Water Loss Relief Requests**

There were no Catastrophic Water Loss Relief requests this month.

**10. Annexations/Pre-Annexations**

None.

**11. Plan Review**

Mark Eddington reported on the 90 unit hotel being proposed to be built on Annie Glidden Road.

**12. Engineer's Report**

a) Waste Management

Mark Eddington stated, Staff is considering the feasibility of extending the Fairview line to serve Waste Management (WM). Staff met with a representative from WM, who seemed receptive, pending how the costs would be split.

b) Sewer Service Study –Malta and Kishwaukee College

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

c) Dodge Addition I/I Study

Mark Eddington stated that with the Holly Street Lateral Rehabilitation Project work nearing completion, Staff has begun discussing the next steps with B&W for analyzing the results of the improvements and received a T&M not to exceed Work Order in the amount of \$16,300 for next steps. Mark Eddington requested authorization of \$16,300 Work Order with Baxter & Woodman. President Collins moved approval of authorization of \$16,300 Work Order with Baxter & Woodman. 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.

d) Headworks Improvements

Mark Eddington stated, the District has budgeted \$225K for Headworks Rehabilitation work. The Headworks was built in 1998 and is one of the buildings that will remain in use following the Phase 1B Improvements. The \$225K has been designated for work associated with installing electric gate actuators, replacing aging HVAC units and replacing grit pump/piping. Staff has begun to request pricing for these items and expects to be presenting requests for purchasing within the next month

or two. Mark Eddington requested authorization to purchase gate actuators not to exceed \$30,000. President Collins moved approval of purchasing gate actuators not to exceed \$30,000. 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.

### **13. Projects**

#### a) Phase 1B Biological Improvements

Mark Eddington stated, Williams Brothers (WBCI) is continuing to work on flooring and interior finishes for the Admin Building with the expectation for a tentative September move-in. Concrete work for the Final Clarifiers and Aeration Basins is ongoing. Excavation for the Primary Clarifiers has begun. Interior piping, electrical and painting work has begun on the RAS Pumping Station and Electrical Building and masonry work for the Operations Building is ongoing.

Mark Eddington stated that Disbursement No. 11 in the amount of \$1,489,707.04 is expected this week. Disbursement Request No. 12 in the amount of \$3,654,552.06, for WBCI Payment Request #11 and B&W engineering, has been submitted to the IEPA for processing. WBCI Payment Request No. 11 for \$3,632,599.42 has been reviewed and is recommended for payment, pending receipt of Loan Disbursement No. 12 and lien waivers. President Collins moved approval of Payment Request No. 11 in the amount of \$3,654,552.06, pending receipt of Loan Disbursement No. 12 and lien waivers. 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.

#### b) Holly Street Lateral Rehabilitation Project

Mark Eddington stated Performance Construction and Engineering has completed the service replacements as well as pavement, sidewalk and curb restoration work. There are still two houses that need to be investigated further to determine if a sump pump is needed. No payment application was submitted prior to this board meeting.

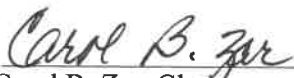
### **14. New Business**

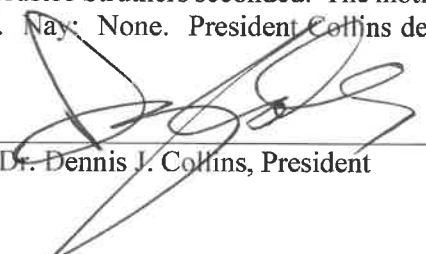
Mark Eddington reported a new state law was passed raising the limit from \$40,000 to \$50,000 for public bidding.

Mark Eddington stated it is necessary to review with the Union, as well as legal counsel, regarding health insurance for an employee that turns 65 and continues working as Medicare becomes their primary insurance.

### **15. Adjournment**

Trustee Zar moved to adjourn the meeting at 2:24 p.m. 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. Meeting adjourned at 2:24 p.m.

  
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Carol B. Zar, Clerk

  
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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 21<sup>st</sup> day of SEPTEMBER, 2018.

SEAL





Carol B. Zar, CLERK