



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday, October 17, 2018 – 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 17, 2018. In attendance were Trustees Dennis J. Collins, Timothy Struthers, Carol B. Zar, Attorney Keith Foster, District Manager Mark Eddington P.E., Operations Manager Steve Olsen, District Engineer/Assistant Manager Mike Holland, P.E., 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 12:29 p.m.

2. Approval of the October Agenda

President Collins moved approval of the October 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 September Meeting Minutes

Trustee Zar moved approval of the September Meeting Minutes. 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.

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

Mark Eddington introduced Greg Cherry, Lead Wastewater Operator.

Mark also introduced from the City of DeKalb, Tim Holdeman, Public Works Director and Zac Gill, City Engineer, in attendance to discuss agenda item 14b.

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.

Mike Holland reviewed the Hauled Waste "Dashboard" stating it was another good month for FOG, as well as a new hauler will be starting up in the coming month.

8. Operator's Report

Steve Olsen reported one of the VFDs that controls power and speed to the raw sewage pumps in the Headworks has failed. Repair costs were unacceptable and a replacement is required. This cost will be \$20,900 plus installation. Annually we send in a raw sewage pump for rebuild and repairs. This typically happens every five years with a budget of \$25,000. We currently have one pump inspected with an estimated costs at \$33,155. Steve has asked for a quote for a replacement pump, for comparison. The raw pumps are reaching or exceeding 20 years of service.

Recently Rush Power Systems completed preventive maintenance on all District generators. This work includes oil & filter changes as well as complete inspection of belts, hoses, batteries, fuel and oil sampling. Preventative maintenance typically happens every three years and includes service reports for each unit. The service report this year indicates repairs for all generators at a cost of approximately \$19,000.

9. City of DeKalb TIF Update/Consideration of IGA

Mark Eddington discussed the City of DeKalb's proposed IGA to retire TIF 1 and TIF 2 and the creation of TIF 3. He thought the IGA would likely be ready for Board consideration at next month's meeting. He also discussed the proposed private sewer service repairs for 218 E. Lincoln Hwy (Antique Treasures) and 226 E. Lincoln Hwy (Tapa La Luna) that the District has agreed to provide up to \$10,000 (10% of estimated \$100,000 max) in conjunction with the City of DeKalb.

10. Catastrophic Water Loss Relief Requests

President Collins moved to approve the following Catastrophic Loss requests:

Leon Bolden, 907 ½ Oak, \$184.08, toilet running

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.

11. Annexations/Pre-Annexations

None.

12. Plan Review

None.

13. Engineer's Report

a) Waste Management

Mark Eddington stated that Waste Management has agreed to share the engineering costs, not to exceed \$15,000 total, for a preliminary engineering study to determine the feasibility and costs to extend the Fairview Drive sewer to Somonauk Road. Baxter & Woodman has already begun this work and should have it deliverable by the November Board Meeting.

b) Sewer Service Study –Malta and Kishwaukee College

Mark Eddington stated that Foster & Buick has drafted an IGA between KWRD, Malta and KCC to split the design engineering and bidding costs at 50% KWRD, 25% Malta, and 25% KCC. Engineering, including soil borings, is expected to cost \$250,000. Malta's board has agreed to move forward with the IGA and KCC is expected to approve it at their next board meeting. Mark Eddington requested authorization to execute the Intergovernmental Cooperation Agreement between KWRD, Malta and Kishwaukee College and authorize execution of an engineering agreement not to exceed \$250,000, pending agreement with Malta and KCC. President Collins moved approval. 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.

c) Greenwood Acres

Mark Eddington stated that based on conversations with Greg Maurice with the DeKalb County Health Department, there has been no further action from the County regarding this since this was last discussed. They are looking into issuing violation notices. President Collins requested this remain on the agenda going forward.

14. Projects

a) Phase 1B Biological Improvements

Mike Holland stated Williams Brothers is continuing to work on flooring and interior finishes for the Admin Building with the expectation for a November move-in. Concrete work for the Aeration Basins and Final Clarifiers is ongoing. Excavation for the Anaerobic tanks has begun. Interior piping and electrical is ongoing on the RAS Pumping Station, Electrical Building and Operations Building. Major equipment has started to be delivered with the CHP Generator, Diesel Generator, RAS Pumps and Blowers expected.

Mike Holland stated, Disbursement Request No. 14 in the amount of \$3,205,519.59, for WBCI Payment Request #13 and B&W engineering, has been submitted and received from the IEPA. WBCI Payment Request No. 13 for \$3,182,564.59 has been reviewed and is recommended for payment. Trustee Zar moved approval of Payment Request No. 13 in the amount of \$3, 182,564.59. 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 WBCI has provided a revised estimate of \$1.5 million for the proposed Maintenance Center, which has been reduced in size as much as possible to still fit the vector truck. Staff feels the costs could be reduced to \$1.4 million as currently designed but to go lower would likely require eliminating a garage bay or changing from a masonry exterior.

b) Headworks Improvements – Grit Pump & Piping Installation

Mike Holland stated that he is waiting on pricing for the grit pump and piping installation.

15. New Business

Discussion was held regarding the date of the annual holiday luncheon which was agreed upon for December 7, 2018.

Due to scheduling conflicts, the December Board Meeting will be Monday, December 17, 2018 at 5:00 p.m.

16. Adjournment

President Collins moved to adjourn the meeting at 2:57 p.m. 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. Meeting adjourned at 2:57 p.m.



Carol B. 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 16th day of NOVEMBER, 2018.

SEAL



Carol B. Zar
Carol B. Zar, CLERK