



**Kishwaukee Water Reclamation District  
Board Meeting Minutes  
Friday, November 16, 2018 – 12:00 PM**

The November meeting of the Kishwaukee Water Reclamation District Board of Trustees was held at the office of the District at 12:00 pm on Friday, November 16, 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., 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 12:32 p.m.

**2. Approval of the November Agenda**

President Collins moved approval of the November 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 October Meeting Minutes**

Trustee Zar moved approval of the October 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**

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 Kevin Cherry, Wastewater Laborer.

Mark also introduced residents from the Greenwood Acres neighborhood, Darrell and Flora Foss, in attendance to discuss agenda item 15c.

**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 water units and revenue are stabilizing. Environmental compliance was good. There were a few call-ins and OT as there were a few wet weather events.

Mike Holland reviewed the Hauled Waste "Dashboard" stating it was another good month for FOG.

**8. Operator's Report**

There was no Operator's Report this month.

**9. 2019 Tax Levy – Ordinance No. 582**

Mark Eddington presented Ordinance #582 providing for the FY18/19 levy and assessment of taxes in the amount of \$765,153.00. President Collins moved approval of Tax Levy - Ordinance #582. Trustee Zar seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. Absent: None. President Collins declared the motion passed.

**10. Health Insurance**

Mark Eddington requested authorization from the Board to review and choose a major medical insurance carrier for the upcoming calendar year, as well as funding the HSA accounts at the current amounts for single and family. Trustee Zar moved approval giving Mark Eddington authorization in choosing a major medical insurance carrier as well as funding the HSA accounts at the current amounts for single and family. Trustee Struthers seconded. The motion carried by a 3-0-0 roll call vote. Aye: Collins, Struthers, Zar. Nay: None. Absent: None. President Collins declared the motion passed.

**11. City of DeKalb TIF Update**

Mark Eddington stated that he has not heard anything further from the City of DeKalb regarding the proposed IGA to retire TIF 1 and TIF 2 and create TIF 3. The Board discussed the ongoing situation and the fact that the DeKalb County State's Attorney's office is now involved and requesting a forensic audit. The Board acknowledged the fact that the District is a diminimous share (roughly 1%) of the property taxes that are included in the TIF areas. The Board agreed that it would follow the course set by the other taxing districts envolved as the discussion of an IGA with the City of DeKalb progresses.

**12. Catastrophic Water Loss Relief Requests**

President Collins moved to approve the following Catastrophic Loss requests:

Corey Mainhart, 721 Sunnymead Trail, \$212.40, water softener overflow valve stuck open

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.

**13. Annexations/Pre-Annexations**

None.

**14. Plan Review**

None.

**15. Engineer's Report**

a) Fairview Drive Sewer Extension

Mark Eddington stated that Baxter & Woodman has provided a Technical Memo giving alternatives

and cost estimates. The recommended alternative would likely consist of a pump station at Somonauk Road with a forcemain discharging to a gravity sewer extension for an estimated cost of approximately \$1.5 Million.

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 November board meeting.

c) Greenwood Acres

Mark Eddington introduced Darrell and Flora Foss, residents of the Greenwood Acres neighborhood. Mr. Foss stated he has not heard anything from the DeKalb County Health Department regarding the septic tank violations that were discussed last year and wanted to know if the District has had any conversations with the Health Department. Mark stated there has been no further contact from the County since this was last discussed. President Collins expressed his frustration with this matter and the fact that the District has attempted to facilitate service to these properties several times over the past thirty years. He instructed Keith Foster to write a letter to the DeKalb Health Department seeking action on the five properties known to have failing or no septic systems.

d) Household Grease Dropbox

Mike Holland announced that on November 26, 2018, the District will have a used cooking oil/grease dropbox available to the public. The District would then dispose of the oil/grease in our grease receiving station.

## **16. Projects**

a) Phase 1B Biological Improvements

Mike Holland stated Williams Brothers is continuing to work on final cleaning and occupancy permit items for the Admin Building with the expectation for a late November/early December move-in. Concrete work for the Anaerobic Tanks and Aeration Basins is ongoing.

Mike Holland stated, Disbursement Request No. 15 in the amount of \$2,029,079.48 for WBCI Payment Request #14 and B&W engineering, has been submitted to the IEPA. WBCI Payment Request No. 14 for \$2,011,004.48 has been reviewed and is recommended for payment, pending receipt of loan disbursement and lien waivers. Trustee Struthers moved approval of Payment Request No. 14 in the amount of \$2,011,004.48. 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) Lincoln Hwy Rehab

Mark Eddington stated the Lincoln Hwy Rehab work will be held off until spring due to the end of the paving season and to allow more time to develop an agreeable plan with the City of DeKalb.

**17. New Business**

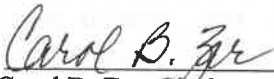
None.

**18. Executive Session**

No Executive Session

**19. Adjournment**

President Collins moved to adjourn the meeting at 2:39 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 2:57 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 17<sup>th</sup> day of DECEMBER, 2018.

SEAL



Carol B. Zar

Carol B. Zar, CLERK

