



**Kishwaukee Water Reclamation District
Board Meeting Minutes
Wednesday, May 22, 2019 – 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 22, 2019. In attendance were Trustees Dennis J. Collins, Timothy A. 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, Administrative Assistant Tracy Zenkner and Derek Wold, P.E. of Baxter & Woodman.

1. Call to Order

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

2. Approval of the May Agenda

Trustee Struthers moved approval of the May agenda. 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.

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 Bill Nicklas, City of DeKalb, City Manager and summer intern, Nick Newman.

6. Treasurer's Report

Steve Parker gave the Treasurer's Report and discussed investments. Steve reported preparations are underway for the annual audit which will begin in June. President Collins requested we keep on the agenda for August discussion regarding switching auditors for FY 2018/19.

7. District Dashboards

Mark Eddington discussed the District's "Dashboard" stating revenue is down. The District continues to be below budget with expenses. Mike Holland reviewed the Hauled Waste "Dashboard", stating hauled waste was up \$135,000 from last year.

b) Malta and Kishwaukee College Sewer Extension

Mike Holland reported Staff has submitted the executed IEPA Environmental Checklist with necessary environmental sign-offs. Baxter & Woodman has completed preliminary design drawings and will be completing 60% design documents for review in June.

c) Greenwood Acres

DeKalb County has informed Staff that 3 of the 5 homes connected to the illicit drain tile have been disconnected, with the 4th scheduled to be completed this month. The 5th home is currently for sale.

d) Dodge I/I Reduction

B&W has begun work for developing the next phase of I/I reduction/private service rehab in the Dodge area.

14. Projects

a) Phase 1B Biological Improvements

Mike Holland stated Williams Brothers is nearing completion of concrete work for the Anaerobic Tanks and Aeration Basins and has begun concrete work for the Maintenance Center and Hauled Waste Receiving Station. Equipment installation and startups are beginning to be scheduled.

Mike Holland stated, Disbursement Request No. 21 in the amount of \$2,026,807.22, for WBCI Payment Request No. 20 and B&W engineering, has been submitted to the IEPA. WBCI Payment Request No. 20 for \$1,982,070.97 has been reviewed and is recommended for payment, pending receipt of lien waivers. Trustee Struthers moved approval of Payment Request No. 20 in the amount of \$1,982,070.97. 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.

15. New Business

Mark Eddington, Mike Holland and Steve Olsen attended the CSWEA Annual Conference where Steve Olsen received the award for Operator of the Year and Mike Holland received the Water Stewardship Award as well as the Arthur Sidney Bedell Lifetime Achievement Award. The Board expressed congratulations.

16. Adjournment

President Collins moved to adjourn the meeting at 2:19 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 2:19 p.m.

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 19th day of JUNE, 2019.

SEAL



Carol B. Zar
Carol B. Zar, CLERK