KANKAKEE RIVER METROPOLITAN AGENCY
MINUTES
March 26, 2026 – 9:00 A.M
1600 W Brookmont Blvd.

In attendance:

Board of Directors:

Mayor Christopher Curtis, City of Kankakee
Mayor Jeff Keast, Village of Bourbonnais
Mayor Brian Stump, Village of Aroma Park
Mayor Michael Watson, Village of Bradley
Alderman Larry Osenga, City of Kankakee
Alderman Danita Swanson, City of Kankakee
Steven Hunter, Representative, City of Kankakee

Administration:

Dave Tyson, KRMA Executive Director
Karen Benson, Smith, Koelling, Dykstra & Ohm, P.C

Attorney:

Neal Smith, Bond Conway Law Firm LTD

KRMA Staff:

Bryan Kennedy, Superintendent
Richard Tyson (RJ), Operation Management

Other:

Terry Memenga, Director of Public Works, Village of Bourbonnais
Ryan, McGinnis, Lab Operation Manager, City of Kankakee
Dan Small, Engineer, Strand Associates
Zachary Newton, Superintendent of ESU, City of Kankakee
Matt Neblock, Norton Trucking
Chris Coulter, Synagro
Lee Provost, Shaw Media Journal

Chairman, Mayor Curtis called the meeting to order.

I. Roll Call

Roll Call was taken. All Board members were present, except for Director Robert Romo absent. Alternate Mayor Michael Watson, Village of Bradley, sitting in for Dir Robert Romo for deciding vote.

II. Public Comment

Matt Neblock with Norton Trucking gave an introduction about himself. He spoke on behalf Synagro retrieving the Bid Proposal for Sludge Disposal Services. Mr. Neblock stated Synagro inquired about leasing their property at 1350 Stanford Dr, Kankakee, IL which is the old precision piping building, and using Norton Trucking as their main hauler out of Kankakee. Mr. Neblock asked for KRMA to consider Synagro for the Sludge Disposal Services, stating it will be a great fit, a benefit to Kankakee families, taxpayers in the long run, and to keep things local.

III. Approval of Board Minutes February 26, 2026

Motion to approve February 26, 2026, minutes was made by: Dir Hunter and seconded by Dir Swanson. Six board members voted in favor of, and Alternate Michael Watson voted abstained, and Dir Romo absent. Motion Carried.

IV. Reports

A. Operations & Maintenance Report

Monthly Report

Bryan presented the MOR. He utilizes Attachment A: the BOD, NH3, and TSS gauges and graphs to inform the board how the plant is doing. The BOD and Ammonia loading is just above the 75% threshold for our monthly average. Dir Hunter stated that concerns him in terms of ammonia levels. Bryan explained that the influent loading is what is coming in, however, the way we are treating, our effluent is well below the limit levels. Dir Watson asked is there a way to identify those corporations that have excessive loads. RJ replied we have samples that are collected. Dir Watson asked this predominantly our problem. RJ replied, no, currently we only receiving two loads a day from landfills. It makes up about 25 to 50% of total ammonia loading. The corporation from the hauled in waste is Liberty, Prairie View, and Livingston for the local side RJ deferred to Ryan McGinnis who manages the pretreatment program. Dir Hunter asked are samples taken every day and who is responsible of taking samples. RJ replied, yes, for the hauled in waste, we sample all the landfill for leachate for ammonia, TSS, BOD, and COD. RJ also stated, we test every single load that comes in the facility once daily and then we complete frequent testing for metals and hydrocarbon oil increase for significant industrial users that are categorized for that parameter. Dir Watson asked who does the sampling for the local waste and how often is it done? RJ informed him that the lab, Ryan, does the local sampling. The Pretreatment Program run by the City of Kankakee. Bryan mention that some of the samples are composited and asked RJ to speak on the samples that are composited into one sample. RJ stated if we receive multiple loads from the same facility, I will take an equal amount of each load that comes in and composite and test the overall consistent strength waste through that profile. Chairman Curtis asked for clarification regarding the red line for the ammonia graph. Bryan informed the board that the lower red line is what we are discharging to the Kankakee River which is well below our NPDES permit limits. Total Suspend Solids (TSS) graph shows we are quite high; however, this is quite typical for our plant. However, our effluent limitation monthly average is 25 milligrams per liter, and we are performing at 11.75 milligrams per liter for our February monthly average. Bryan explained through out the month we had some rainfall events that makes the TSS fluctuates, which will increase the TSS that are sent to the plant. We normally have problems in March with heavy rainfall events for settling and filamentous bacteria is quite prevalent this time of year. It slows our settling process. This year we are controlling the process tighter through microscope work and process control changes. Chairman Curtis asked when you see the spikes in TSS is that because of the rainfall events or the scouring of the collection system or both. Bryan replied, a combination of both. Bryan also showed photos of some of the damage that was associated with the tornado and hailstorm. There was questions and discussion regarding protection of vehicles and indication of dollars figure, for the total amount of damage to the facility. Also, preventative protection for any and all upcoming storms. Bryan also informed the board of the lost of power in building 15 and screw pumps stop running, which caused an overflow in our influent wet well. IEPA as well as neighboring officials have been contacted within 24 hours. Followed up with a written report to IEPA within the allotted time frame as well. The overflow was cleaned up by the end of the day. There has been no further communication from the IEPA.

B. Executive Director Report

1. Water, Gas & Electric Use/Cost

   Exec Dir Tyson presented the Yearly Utility Usage Sheet. Form not complete due to not having a bill yet.

2. Hauled In Waste Summary

   Exec Dir Tyson stated hauled in waste is still below our budget amount for this month, however, it is up from last month. Dir Hunter asked are we down by 30 to 40%. Exec Dir Tyson replied, we are starting to get down to that much, however, in the earlier months we were way above our budget amount. So overall we are still in good shape. We are also taking measures to try to attract new businesses. Dir Hunter asked who is responsible for marketing. Exec Dir Tyson stated RJ is responsible, and we are doing a cost analysis what it will cost us to treat and what we are charging and other comparable rates. Dir Watson shared information about setting thresholds for hauled in waste.

3. Operations Report
   Exec Dir Tyson informed the board that Management has been actively working on alternative energy sources both solar and battery back-up. We have been talking to Gotion about battery back-up, trying to work out a deal that would almost be money neutral except for the installation. We are looking to able to sell some of the energy back to ComEd. There was more discussion regarding energy source, incentives, and applying for grant funding. Exec Dir Tyson spoke more about the damages to the vehicles and property. He stated he received a preliminary report. The insurance agent was out the next day after the storm. We are waiting for Travelers Insurance to send out an adjuster to elevate the property damage. During the storm we still manage to keep plant running and under operations. Exec Dir Tyson informed the board he would like to hire two to three summer help employees. If anyone have any suggestion let him know. Exec Dir Tyson reminded everyone that on July 23, 2026, after our board meeting, we are planning to have a building dedication here at the facility and probably a small luncheon.

C. Financial Report

1. Reports
   Karen presented the Financial Reports. Karen informed the board that Small Money Market Midland account has been moved to get better higher Interest Sweep account. Karen explained that our Total Restricted accounts are for bond and IEPA loan purposes. Statement of Revenue and Expenses for February hauled is waste is below our monthly budget projection, however, it is over what we budget for your FYE. We also are over budgeted for sludge removal, which we were expecting. Lastly, Change in Net Position is over what we budgeted, and we are still ahead from a year-to-date basis.
2. Flows Graphs
   Karen presented the Yearly Flow Charts. Karen stated the flow numbers for the last couple a month have been unusual, and the percentage seems out of line with the trend from the prior months even years. Chairman Curtis asked is the new flow meter in place and operating. Bryan replied, it is, however, we needed to modify some of the parameters due to the pipe size was not initially inputted correctly. So, before we move forward, we are confident that we can continue with billing purposes. Exec Dir Tyson added, it is ready for next month in time to present the final budget that counter the percentage change for each municipality.

D. Communications

None

V. Old Business

A. Update on Engineering for Phase 1, Phase 2, Phase 3

Exec Dir Tyson informed the board we had our pre-construction meeting on March 11, 2026, to try to get a scheduled from them. We are waiting on William Brothers for their schedules to remove one of our screw pumps. I was informed they probably will not start until they get some equipment, and they are waiting on the leg time to be ordering of it. RJ added the tentative date to remove the screw pump is April 9, 2026. Chairman Curtis asked is there a timeline. Dan responded, the earliest equipment will arrive is September 2026. It would be this Fall when you will start seeing activity, however, their first milestone is getting all the disinfection work done by March 1st before the start of disinfection season.

B. Assistant Superintendent Update

Chairman Curtis informed the board that the job was offered to a candidate. The candidate declined. Carolyn is moving on to what that next step would look like. Dir Osenga asked why did the candidate decline. Chairman Curtis stated the benefits. There was more discussion regarding to the candidate declining.

VI. New Business

A. Bid Recommendation and Award of Contracts for Chemical Supply, Grounds Keeping, Housekeeping, and Sludge Removal

Exec Dir Tyson state we received bid from vendors for housekeeping, Grounds Keeping, Domestic Services, Chemicals and Sludge Removal. All bids have been reviewed, and references have been checked.

1. Housekeeping

   Recommending S & N Supreme Cleaning who were our only bidder at $3100 a month. This price increase by hundred dollars a month from last year, however, we have also added more areas. They have been our cleaner for the last couple of years. Motion to accept S & N Supreme Cleaning Company for our Housekeeping Services was made by Dir Hunter and seconded by Dir Watson. All board members and Alternate Michael Watson voted in favor of, and Dir Romo absent. Motion Carried.

2. Grounds keeping

   Recommending Kane's Lawn Care as our lowest bidder at $750 per mowing and trimming visit. Motion to accept Kane's Lawn Care for our Grounds Keeping Services was made by Dir Hunter and seconded by Dir Osenga. All board members and Alternate Michael Watson voted in favor of, and Dir Romo absent. Motion Carried.

3. Domestic Service

   Exec Dir Tyson stated we had an agreement in the contract that we could extend it for up to three years if they would hold their price, this will be the third year. They agreed to hold their price. Recommending staying with Unifirst Corporation for our Domestic Services. Motion to extend the contract with Unifirst Corporation for our Domestic Services for 1 year was made by Dir Hunter and seconded by Secretary Stump. All board members and Alternate Michael Watson voted in favor of, and Dir Romo absent. Motion Carried.

4. Chemicals

   a. Recommending Alexander Chemical Corporation for Chlorine (CL2), Sulfur Dioxide (SO2), Sodium Hypochlorite. The CL2 containers bid this year is about 1% lower than last year. The Sodium Hypochlorite is about 4% lower than last year. However, the SO2 went up about 40%. Exec Dir Tyson stated there is a shortage of SO2. Motion to accept Alexander Chemical Corporation for our Chemical Services: Chlorine, Sulfur Dioxide, and Sodium Hypochlorite was made by Dir Swanson and seconded by Vice Chairman Keast. Dir Osenga asked about the statement of calendar quarterly only, would it come back to board. Exec Dir Tyson responded, if they change the contract that we awarded it will have to come back to the board. All board members and Alternate Michael Watson voted in favor of, and Dir Romo absent. Motion Carried.

   b. Recommending Polydyne, Inc for Polymer (Clarifloc C-9545) and Struvite (Flosperse). Exec Dir Tyson stated that both bids came in lesser than last year. Motion to accept Polydyne Inc for our Chemical Services: Polymer and Struvite was made by Dir Osenga and seconded by Dir Hunter. All board members and Alternate Michael Watson voted in favor of, and Dir Romo absent. Motion Carried.

   c. Recommending Viking Chemical for Sodium Hydroxide (liquid chlorine). Their bid is slightly higher than what we paid last year. Motion to accept Viking Chemical for our Chemical Services: Sodium Hydroxide was made by Dir Hunter and seconded by Dir Swanson. All board members and Alternate Michael Watson voted in favor of, and Dir Romo absent. Motion Carried.

5. Sludge Disposal

   Exec Dir Tyson stated that we received four different bids for sludge disposal: Midwest Injection Inc, New Era Spreading, Stewart Spreading, and Synagro. Our current contractor for sludge disposal is New Era Spreading which was the third low bidder. Synagro is our second lowest bidder at .095 cents per gallon and Midwest Injection is out lowest bidder at .0911 cents per gallon. Exec Dir Tyson stated we are recommending we go with Midwest Injection due to the lowest bid and being able to stay within our budget. Dir Hunter asked where Midwest is located. Exec Dir Tyson stated Iowa. There was more discussion regarding the winner of the Sludge Disposal bid, regarding local preference ordinance. Dir Hunter stated he see the enhancement of going with a local company as opposed to someone in Iowa. Therefore, I recommend we go with Synagro. Motion to accept Synagro for our Sludge Disposal Services was made by Dir Hunter and seconded by Dir Watson. Dir Swanson add a comment that using somebody local who has taken the initiative to find somewhere local to operate out of, and I know we had some issues with Synagro in the past. Just maybe their base more locally that issue can be addressed. There was more discussion regarding the issue we had with Synagro when they held the contract for Sludge Disposal in 2024-2025. All board members and Alternate Michael Watson voted in favor of, and Dir Romo absent. Motion Carried. Chairman Curtis stated we need to make sure that there are things in the contract to protect KRMA. Also, this is a second chance and I think because there is a local opportunity here, is why the board is going with Synagro, however, we can not have what happened in 2024-2025. It costed KRMA money and chaos for our staff. We are going this route because of the local situation. Vice Chairman Keast also stated, we are giving you a second chance because you are local. Also, you were not the lowest bidder of the group. Therefore, you going to be held not only to a higher standard, but a perfect standard. This is a huge opportunity, so do not mess it up.

B. <u>Preliminary Draft Budget</u>

Karen Benson presented the preliminary draft budget for the next fiscal year ending April 30, 2027. She discussed the cash needed and fees from each municipality based on the operating needs, debt service needs, and cash reserve needs. Dir Hunter asked RJ, what assurance can he give regarding your responsibility for marketing and bringing in more businesses. RJ replied that he has been in communication with GFL and Triumvirate Environmental Company who specializes in environmental cleanup projects. I am also developing a list with facilities within a 60-mile radius of KRMA and a cost to treat study that evaluates the cost to treat our hauled in waste per gallon, making sure we are competitive and remain profitable. Dir Hunter asked, have we had any problems with CSL Behring pretreatment. Ryan stated, CSL Pretreatment has been pretty solid, have not seen any adverse effects. Karen continues her presentation by informing the board for general and administrative expense section she implemented a 3% increase except for sludge removal we implemented a higher increase. For this upcoming budget year, the set aside amount is not going to be a consideration anymore. We are trying to see of we can release some of our restricted funds which will free up quite a bit of dollars. Chairman Curtis asked do the Bond Holder makes this decision. Karen replied, technically, yes, however, there’s a couple options. Karen shared the options of paying bonds off early. Chairman Curtis asked if there any interest savings for us to pay off early. Karen stated she would get confirmation on interest savings. By next fiscal year we will be paying off IEPA loan #1. Dir Watson asked a question about the 5.99%. Karen informed him that due to flows not being accurate for December, January, and February, 5.99% may change. So once flows get updated, that rate will change. Also, Karen gave information on Phase 1 budget estimation. Dir Hunter asked is the Bradley acquisition property. Chairman Curtis replied, Bradley property is not part of Phase 1 and right now, Phase 2 and 3 has been suspended until we figure out how it will be paid for. Karen expresses the need to continue to build cash up for future capital and improvements. Exec Dir Tyson added that is also our concern, is that we will not have cash if we have equipment replacement and/or repair. Therefore, we should try and establish a line of credit for security. Chairman Curtis also added, we have five local banks that are willing to do a line of credit with KRMA. Dir Watson stated he have some other questions concerning the administrative salaries regarding the increase and what position does that include. Karen stated line item 6570 salary is four non-union. Exec Dir Tyson reiterated four presently and five normally, because we operated this whole fiscal year without an Assistant Superintendent. Dir Hunter asked Karen who did you consult with the budget. Karen replied, all Management staff, we meet every Tuesday before the board meeting.

C. <u>Approval of Organization Chart</u>

Chairman Curtis stated he have not heard from anyone or any thoughts before. The organizational chart was put together by Director Croswell, who could not be here today, based on the current IGA and By-laws. Motion to approve the Organization Chart was made by Dir Swanson and seconded by Dir Osenga. Dir Hunter asked could this be discussed under item VII. A. Also, Dir Watson stated he was present at meeting two month’s ago and he thought there was a consensus that maybe changing the organizational chart and there is no change being implemented. We need further discussion. Chairman Curtis replied, we can do that, however, I asked last meeting to get back to me over the next month and I heard from no one. Dir Watson stated I apologies however, I was not at last meeting. Chairman Curtis asked Dir Swanson would she like to withdraw her motion and talk in executive session. Dir Swanson answered no. Attorney Neal stated we cannot go into executive session to discuss this organizational structure; however, we can go into executive session to talk about specific employees, contractor specific people in closed session. Dir Hunter stated this is personnel issue. Chairman Curtis stated we can talk now. Dir Watson stated he thought the language in the IGA and By-laws says something about may or may not have an Executive Director and it was my understanding, this budget year we would reconsider whether we have an Executive Director or not. Chairman Curtis stated we are taking legal's review of the IGA and the By-laws, that basically says, if there is an Executive Director in place or not. Therefore, if there is not an Executive Director in place then the Superintendent is at the top of the food chain, for lack of better things. So, we are putting organizational chart in place for structure. It does not mean it cannot change. However, there has been so many drafts of the organizational chart over the years. Vice Chairman Keast asked, if it is written in our By-laws the way the structure does, why do we need an organizational chart. Chairman Curtis, stated over the years, there have been several organizational charts that have not been approved and disagreement between an internal order. Therefore, we suggested let the board decide what the organizational chart will be. Dir Watson stated there are implications by having positions on there that may or may not be useful. In the future, if we were to eliminate some of the stuff and then bring it back when you thought you needed it, that would be worthy of change. However, for budgeting purposes, there are implications that potentially create problems for the board itself. Attorney Neal added for clarification, you are voting on a document that is a depiction of the structure. You are not voting on the structure of KRMA. Bryan reminded the board that there was in organizational chart that was approved by the board on August 22, 2024, along with the job description that was handed out. Exec Dir Tyson stated that is when they changed from having two Assistant Superintendents to one. Tawonda Brown offered information as to when the approved organizational took effect, by stating the organizational chart was changed when the Operation Manager position was created. Vice Chairman Keast asked does this stop us from changing anything in the future. Attorney Neal reiterate, you are not voting on the structure of KRMA in no way does this take away the work prerogative to make changes in the future. Whether the changes are changes in the structure of management, to change, create, or eliminate positions. This is established by the IGA, which is the KRMA Constitution. The IGA can only be changed by individual municipal action. So, in no way are we changing the Karma IGA and in no way are you waiving any kind of director prerogative to make changes. You are just voting on a document that is a visual depiction of the structure of KRMA based on the IGA. Vice Chairman Keast voted nay for two reasons: one Director of Human Resource Carolyn is not here to discuss and two the document Bryan passed out is new and would like to review, Dir Hunter voted nay, Secretary Stump voted nay, and Dir Watson voted nay, Dir Osenga voted yes, Dir Swanson voted yes, and Chairman Curtis voted yes, Dir Romo were absent. Motion not approved.

VII. <u>Executive Session</u>

<u>Personnel & Probable or Imminent Litigation—5 ILCS 120/0(c)(1) and (11)</u>

Motion to go into Executive Session to discuss Personnel and Probable or Imminent Litigations issue under 5 ILCS 120/2(c)(1) was made by Dir Osenga and seconded by Secretary Stump. Motion carried.

Roll call was taken and all Board members were present and Mayor Michael Watson sitting in for Dir Romo, except for Director Robert Romo were absent.

The Board went into Executive Session.

Roll call was taken and all Board members were present and Mayor Michael Watson sitting in for Dir Romo, except for Director Robert Romo were absent.

Exit of Executive Session.

Return to Open Session.

Roll call was taken and all Board members were present and Mayor Michael Watson sitting in for Dir Romo, except for Director Robert Romo were absent.

With the Board back in open session there was no action taken.

VIII. Next Meeting

Next Regular Board Meeting- **Thursday, April 23, 2026 (9:00 A.M. at KRMA Board Room)**

Motion to Adjourn was made by: Dir Osenga and seconded by Dir Watson. Motion Carried.