

**KANKAKEE RIVER METROPOLITAN AGENCY**  
**MINUTES**  
**October 22, 2025 – 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  
Financial Director Robert Romo, Village of Bradley  
Alderman Larry Osenga, 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, Robbins Schwartz

**KRMA Staff:**

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

**Other:**

Dan Small, Engineer, Strand Associates  
Ryan McGinnis, Lab Operation Manager, City of Kankakee  
Terry Memenga, Director of Public Works, Village of Bourbonnais  
Zachary Newton, Superintendent of ESU, City of Kankakee  
Tara Latz, Financial Director, Village of Bourbonnais  
Elizabeth Kubal, City Manager, City of Kankakee  
Michael Williams, Williams Brother Construction

Chairman, Mayor Curtis called the meeting to order.

**I. Roll Call**

Roll Call was taken. All Board members were present, except for Secretary Brian Stump, Director Danita Swanson and Dir Steven Hunter were absent.

**II. Public Comment**

Michael Williams with Williams Brother Construction expressed his concern regarding KRMA's 2025 Equipment Replacement and Modification Bid Process. Zack, Superintendent of ESU, City of Kankakee, also gave thanks to the Village of Bourbonnais, KRMA, and Village of Bradley for their assistance in helping the Environmental Service Utility of the City of Kankakee with issues they had faced.

**III. Approval of Board Minutes**

**A. September 25, 2025 – Regular Board Meeting**

Motion to approve September 25, 2025, Regular Board Meeting minutes was made by: Dir Osenga and seconded by Dir Romo. All board members present voted, in favor of and Secretary Stump, Dir Swanson and Dir Hunter were absent. Motion carried.

#### **IV. Reports**

##### **A. Operations & Maintenance Report**

###### **Monthly Report**

Bryan Kennedy, Superintendent, presented the MOR. Bryan recapped the month of September's fecal coliform stating we maintain our coliform for the month. Bryan also stated TSS has increased, we had a spike on September 30, 2025, which does not correlate with any precipitation event. We are 75% within our design flow per BOD average. We also see cyclical loadings from ammonia on a weekly basis. The peaks are during the weekday and the trough are on the weekends, which seems to relate to the landfill leachate from the holidays. We are well within our limit for effluent for ammonia. He also gave a brief report on the all the work that has been done within the month of September, informing the board member about the microscope that was purchased and the purpose it will serve, and that we have an IEPA Annual inspection with Al Gonzalez in December 2025.

##### **B. Executive Director Report**

###### **1. Water, Gas & Electric Use/Cost**

Exec. Dir. Dave Tyson presented yearly utility usage. Exec Dir Tyson stated the utilities fluctuate; however, it is in line and consistent with the past years, however, due to the utilities increase rates they are running a little bit higher.

###### **2. Hauled In Waste Summary**

Exec. Dir. Tyson stated hauled in waste was very good for September. Chairman Curtis asked, is the hauled in waste affecting TSS. RJ replied, TSS no, however what we see in hauled in waste is higher BOD and the strength of ammonia loadings. Dir Romo reference the hauled in waste report and asked, why do some landfills have more loadings than other? Bryan responded, it depends on which cell they are pulling leachate from, that affects the quality. Dir Romo asked why Laraway and Liberty is loading gallons is almost equal, however the ammonia levels are 7 to 8 times more. RJ explained that Laraway is a special construction debris landfill it is not municipal, Liberty, Livingston, and Prairie View are municipal landfills. For a comparison, 1 Liberty truck is like 26 Laraway trucks.

###### **3. Operations Report**

Exec Dir Dave Tyson informed the board we continue having finance meetings. We have decided to go with bill.com and online program that will streamline KRMA's AP process, for approvals and signatures. There will be a training session on November 18<sup>th</sup> for bill.com. KRMA employees have completed the mandatory cyber training host by the City of Kankakee. Exec Dir Tyson also informed the board, due to some new requirements of our NPDES permit, we have to do a study of the river for mussels. Mussels can only be study between June and October. He also gave an update on the EIC hire process and that he paid a former professor from KCC that taught Industrial Engineering and Electricity to create, proctor, and grade the exams.

##### **C. Financial Report**

###### **1. Reports**

Karen Benson presented that Financial Reports. Karen references the Statement on Net Position showing that KRMA only have two more payments on one of the IEPA loans and it will be completely paid off in August 2026. Statement of Revenue and Expenses, hauled in waste is over our projective budget which will help fund and add to our surplus. There are few expenses that are running high, such as, chemicals, some utilities, and sludge removal. Exec Dir Tyson commented on the chemicals and sludge removal expense running high. Bryan added that the disinfection season is only seasonal for chlorine, and it ends October 31, 2025.

###### **2. Flows Graphs**

Karen Benson presented the Flow Report. Karen gave clarification on how to read the flow report, stating Kankakee is estimated at 64.93 however, is actually at 65.7.

##### **D. Communications**

Exec Dir Tyson wish Chairman Curtis a Happy Birthday.

#### **V. Old Business**

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

Exec Dir Tyson stated we did received Bids; however, this will be discussed in Executive Session.

1. Projections of Phase 1, Phase 2, and Phase 3 impacts on the rates for the members municipalities

None

**B. Assistant Superintendent Update**

Chairman Curtis informed the Board that is to be continued, will discuss in Executive Session.

**C. Update Local Financing for Phase 1**

Karen presented a cash projection report for August 2025 to December 2027 to the board members.

Chairman Curtis asked we would be better with a line of credit versus a loan? Karen replied, yes, we should probably secure a line of credit. Exec Dir Tyson also added, he does not want to draw our cash too low, and some emergency appears, and we do not have funding to make repairs. Therefore, a line of credit and/or some type of pre loan approval to keep KRMA in a positive position instead of playing catch up. Chairman Curtis informed the board that he has been in contact with five local banks and four of the five are very interested in listening to a proposal from KRMA. Karen added that flexibility would be great.

**VI. New Business**

**A. BID Results/Recommendation for Construction for Phase 1**

Was discussed in Executive Session. Chairman Curtis asked the board members are they comfortable with rejecting all bid and going back out for bids for a better price. Recommendation to reject any and all bids for the Phase 1 construction project and go out to re bid was made by Dir Romo and seconded by Vice Chairman Keast. Vice Chairman Keast gave some suggestion, to make sure bidders are utilizing local contractors. Dan Small stated in the advertisement its mention that Bidders are encouraged to utilize local bidder in accordance with the Bidding ordinance resolution that was passed last month. There was more discussion regarding utilization of local subcontractors. Dan stated he can insert some more detail language in the advertisement regarding listing all subcontractors. All board members present voted, in favor of and Secretary Stump and Dir Swanson were absent. Motion carried.

**B. Review and Consideration of 2026-2027 Agenda and Board Meeting Dates**

Motion to approve the dates of 2026-2027 Agenda and Board Meeting Dates was made by Dir Romo and seconded by Vice Chairman Keast. All board members present voted, in favor of and Secretary Stump, Dir Swanson and Dir Hunter were absent. Motion carried.

**C. Presentation by Richard Tyson regarding Water Leadership Institute Program**

Richard Tyson, Operation Manager, gave a presentation on the Water Leadership Institute Program he graduated from, he was nominated MVP by his team for leader efforts. RJ stated the Water Leadership Institute is a national leadership program organized by the Water Environmental Federation to design strength and leadership skills within water professionals across the country. This program is to help individuals think more strategically, communicate more effectively, and to drive innovations within their organization. At the commencement of this program, we met again at Webtech where we had the opportunity to walk the exhibit floor. At the Exhibit, I seen Dan Small, he showed me around the exhibit floor and introduced me to different manufacturing representatives for some of the equipment that we currently use, looking to have, and some we are considering in future expansion here at KRMA. Also, I attended technology tours that focused on process intensification, increasing your treatment capacity within existing infrastructure and attend technical sessions for capital planning, disinfection, asset management, workforce development, and how AI is starting to integrate into the water sector. I gained insight on new technologies that will help KRMA, for instance, the ability to evaluate processes before new regulations hit and before we invest capital, the ability to get funding and innovation insights to help aid and future planning for KRMA, and better leadership and communication skills that will be applied directly. Therefore, participating in the Water Leadership Institute and Webtech was not just professional development for myself, it was also strategic development for KRMA.

**Director Steven Hunter joined the meeting**

Chairman Curtis stated on behalf of the board, RJ congratulation for your dedication and leadership and thanks for sharing.

**D. Approval of contract with Hinrich Inc for A/C Replacement in the amount of \$68,335.36**

Chairman Curtis updated the board that KRMA's Building 10 has been without air conditioning for a while. Exec Dir Tyson informed the board that they have received several similar quotes that ranged from \$68,335.36 to \$119,900. Exec Dir Tyson stated Hinrich had the lowest bid and is the best company to go with. Motion to approve contract with Hinrich Inc for A/C Replacement was made by Dir Romo and seconded by Dir Osenga. All board members present voted, in favor of and Secretary Stump and Dir Swanson were absent. Motion carried.

**E. Local 399 Health & Welfare Rate Increase for 2025-2026 contract year effective for December 1, 2025**

Exec Dir Tyson presented the Local 399 Health & Welfare Rate Increase for 2025-2026 contract year effective for December 1, 2025, with a 4.8% increase. Motion to accept the quote for Local 399 Health & Welfare rate increase for 2025-2026 contract year was made by Dir Osenga and seconded by Vice Chairman Keast. All board members present voted, in favor of and Secretary Stump and Dir Swanson were absent. Motion carried.

**VII. Executive Session**

**Personnel & Probable or Imminent Litigation**

Motion to go into Executive Session to discuss Personnel and Probable or Imminent Litigations issue under 5 ILCS 120/2(c)(1) and 5 ILCS 120/2(c)(11) was made by Dir Osenga and seconded by Dir Romo. Motion carried.

Roll call was taken and all Board members were present, except for Secretary Brian Stump and Director Danita Swanson were absent.

The Board went into Executive Session.

Roll call was taken and all Board members were present, except for Secretary Brian Stump and Director Danita Swanson were absent.

Motion to exit Executive Session was made by Dir Osenga and seconded by Vice Chairman Keast. Motion carried.

Roll call was taken and all Board members were present, except for Secretary Brian Stump and Director Danita Swanson were absent.

Return to Open Session.

Roll call was taken and all Board members were present, except for Secretary Brian Stump and Director Danita Swanson were absent.

With the Board back in open session there was one action taken.

**Chairman Curtis informed the board members that the Executive Minutes will be available here at KRMA for the next 30 days for review.**

**VIII. Next Meeting**

Next Regular Board Meeting- **Thursday, November 20, 2025 (9:00 A.M. at KRMA Board Room)**

Motion to Adjourn was made by: Dir Osenga and seconded by Vice Chairman Keast. Motion Carried.