KANKAKEE RIVER METROPOLITAN AGENCY
MINUTES
July 24, 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
Mayor Brian Stump, Village of Aroma Park, via GoToMeeting.com
Financial Director Robert Romo, Village of Bradley
Alderman Danita Swanson, City of Kankakee
Alderman Larry Osenga, City of Kankakee
Steven Hunter, Representative, City of Kankakee

Administration:

Dave Tyson, KRMA Executive Director
Carmen Huizenga, Smith, Koelling, Dykstra & Ohm, P.C

Attorney:

Neal Smith, Robbins Schwartz

KRMA Staff:

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

Other:

Dan Small, Engineer, Strand Associates
Tara Latz, Financial Director, Village of Bourbonnais
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

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 absent.

II. **Public Comment**
None

III. **Approval of Board Minutes**
A. **June 26, 2025 – Regular Board Meeting**
Motion to approve June 26, 2025, Regular Board Meeting minutes was made by: Dir Osenga and seconded by Vice Chairman Keast. All board members present voted in favor of, and Secretary Stump absent. Motion carried.

IV. **Reports**
A. **Operations & Maintenance Report**
Monthly Report
Bryan Kennedy, Superintendent, presented the MOR, explaining the graphs on how the plant has been performing. NH3 Influent vs Effluent show's we are within our permit limitation of 8.3 and, per the gauges for NH3 loading, it shows a monthly average. However, we are at that upper end of the 75% threshold. Also, our average TSS is 8.7 and our monthly permit limitation is 25 milligrams per liter. Dir Romo asked was the big spike from the rain. Bryan replied, in generally, spike could associate with rainfall, scour of the collection systems, and other times it maybe hauled in or through other sources in the collection system. The monthly average TSS on the gauges is approaching

the 75% threshold. Meanwhile, the BOD's fluctuation in the blue line shows we do not have consistent BOD coming into the plant; however, the average is well within range for the month. Bryan also gave update on chlorine tank and the sampling process. He also stated that it is something coming into the plant that is given KRMA a false positive. Bryan also acknowledged David Johnson Jr for passing his Class 3 Wastewater Operator Certification. Dir Hunter asked what type of internal training do KRMA provide to staff and macro regarding certain subject matters that would enhance their skill sets? Bryan replied we are working on more internal training that can be held during our safety meetings, regarding equipment procedures and skills sets. Bryan also informed the board member regarding the O&M and Assistant Superintendent hiring process. He stated we have 72 O&M applicants and 5 Assistant Superintendent applicants.

Chairman Curtis congratulates Bryan Kennedy for the promotion to Superintendent effective July 1, 2025.

B. **Executive Director Report**

1. Water, Gas & Electric Use/Cost
   Exec. Dir. Dave Tyson presented yearly utility usage. Exec Dir Tyson stated everything looks good
2. Hauled In Waste Summary
   Exec. Dir. Tyson stated hauled in waste maybe lower next month due to some restriction we placed on one of the haulers due to our fecal problem we are having. Exec Dir Tyson acknowledge Bryan, RJ, and Ryan McGinnis, Operation Lab Manager from the City of Kankakee for working hard on trying to track the fecal problem.
3. Operations Report
   Exec Dir Dave Tyson also acknowledge Bryan for achieving the Superintendent position. Exec Dir Tyson stated that they are going to narrow it down to 20-25 applicants. Dir Hunter asked what is your criteria on vetting those 72 applicants? Exec Dir Tyson stated he is looking for experience in mechanical and environmental. He also reiterated that we advertised for the Assistant Superintendent position as well. Exec Dir Tyson gave update on the Kankakee flowmeter which are scheduled to be put in on the 28th of July 2025. We are continuing to have financial meetings between the accounts and management staff. Looking into transferring into an online checking and banking which will give us real time updates on where we stand with budgets and billings. It will still need two authorized signatures for online checks.

Secretary Brian Stump joins the meeting at 9:20am, via www.gotomeeting.com, making it 7 board members present.

We are also, looking into writing a series of policies and updating all of our policies as far as credit card, travel time, and expenses logging to try and tighten up a bunch of loose ends that we will bring to the board at a later date. Exec Dir Tyson also updated the board regarding our sludge removal budget line item and stated we might have to do a budget amendment.

Motion to Authorize and Approve Secretary Stump to join the board meeting via www.gotomeeting.com was approved by Dir Swanson and seconded by Dir Hunter. All board members voted in favor of. Motion carried

C. **Financial Report**

1. Reports
   Carmen Huizenga presented the financial statements. Carmen stated your cash balance and net position is strong and is holding steady. Carmen reiterated the sludge removal is over budget for the year. Therefore, KRMA needs to keep an eye on it. Everything else looks like it is on track according to the budget. She expressed her opinion regarding the electronic processing stating it could be help KRMA with the control and efficiency of things. Dir Hunter asked what are the internal safeguards? Carmen replied, it is a secure system. There will also be electronic approvals for bills. Chairman Curtis added he have some concern regarding signing some authorization forms through Midland that he was waiting on Karen to get back with him for more information. Carmen also reiterated the financial meetings that is being held between SKDO and Management.
2. Flows Graphs
   None

D. **Communications**
None

V. **Old Business**

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

Exec Dir Tyson stated Phase 2 and 3 are still on hold. Phase 1 is scheduled to go out for bid in August 2025.

1. Projections of Phase 1, Phase 2, and Phase 3 impacts on the rates for the members municipalities
   None

B. Veolia Update

Exec Dir Tyson informed the board that there was a more technical meeting held with KRMA Staff, Dan Small, and Veolia after Veolia's presentation on June 26, 2025. It is something we will be looking into, however, not a fast pace.

C. P.I.L.O.T Fee Update

Chairman Curtis responded to Dir Romo request regarding what do the City of Kankakee provide to KRMA FOR the P.I.L.O.T. Fee. Chairman Curtis provided a document listing of items the City of Kankakee have been providing to KRMA, for example, additional lab services that the City of Kankakee does not bill for. Dir Romo asked how the lab fees is determined. Ryan replied that we do not charge for the hauled in waste samples for KRMA billing purpose and only a certain number of analyses that is performed. Also, he feels we should bring the lab inhouse. There was more discussion on how the City of Kankakee charge KRMA for lab services. Vice Chairman Keast asked is there any conflict by having KRMA do their own testing? Ryan added we administer the Pretreatment Program for all the Municipalities for KRMA.

VI. **New Business**

A. Ratification of Appointment of Bryan Kennedy to position of Superintendent and salary for Superintendent

Motion to approve the appointment of Bryan Kennedy to the position of Superintendent for KRMA effective July 1, 2025, was made by Dir Swanson and seconded by Dir Hunter. All board members voted in favor of. Motion carried

B. Approval Settlement Agreement in Case No. 20cv 2338 currently pending in U.S. District Court for the Central District of Illinois (KRMA v. Richard Simms, et al.)

Motion to table Approval Settlement Agreement in Case No. 20cv 2338 currently pending in U.S. District Court for the Central District of Illinois (KRMA v. Richard Simms, et al.) was made by Dir Romo and seconded by Dir Osenga. All board members present voted in favor of, and Secretary Stump absent. Motion carried.

C. Approval of Executive Director Salary Adjustment

Motion to table Approval of Executive Director Salary Adjustment was made by Dir Swanson and seconded by Dir Osenga. All board members present voted in favor of, and Secretary Stump absent. Motion carried.

D. SAQ Consulting Inc Proposal

Exec Dir Tyson present a proposal he received from SAQ Consulting regarding lobbying services. He gave some background on SAQ Consulting. There was some discussion, questions, and opinions regarding a lobbyist.

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)(11) and 5 ILCS 120/2(c)(1) was made by Dir Osenga and seconded by Vice Chairman Keast. Motion carried.

Roll call was taken and all board members were present.

The Board went into Executive Session.

Motion to go back into Open Session was made by Dir Hunter and seconded by Vice Chairman Keast.

Roll call was taken and all board members were present except for Secretary Stump absent.

With the Board back in open session there was two actions taken.

VIII. **Next Meeting**

Next Regular Board Meeting- **Thursday, August 28, 2025 (9:00 A.M. at KRMA Board Room)**

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