KANKAKEE RIVER METROPOLITAN AGENCY
MINUTES
May 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
Mayor Brian Stump, Village of Aroma Park
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
Karen Benson, 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
Elizabeth Kubal, City Manager, 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 Director Steven Hunter absent.

II. **Recognition of Appointed Directors and Election of Officers for FY 2025-2026**

A. **Chairperson** (Currently Mayor Christopher Curtis) - There were no other nominations. Motion for Mayor Christopher Curtis to remain the Chairman for KRMA Board was made by Dir Osenga and seconded by Dir Swanson. All board members present voted in favor of, except Chairman Curtis voted abstained, and Dir Hunter absent.

B. **Vice-Chairperson** (Currently Mayor Paul Schore) Dir Osenga made a motion to nomination Mayor Jeff Keast for Vice Chairman for the KRMA Board. There were no other nominations. Motion for Mayor Jeff Keast for Vice-Chairman for KRMA Board was made by Dir Osenga and seconded by Dir Swanson. All board members present voted in favor of, except Mayor Jeff Keast voted abstained, and Dir Hunter absent.

C. **Secretary** (Currently Mayor Brian Stump)- There were no other nominations. Motion for Mayor Brian Stump to remain the Secretary for KRMA Board was made by Dir Osenga and seconded by Dir Swanson. All board members present voted in favor of, except Secretary Stump voted abstained, and Dir Hunter absent.

III. **Hearing for Budget for Fiscal Year Ending April 30, 2026**
None

IV. **Public Comment**

None

V. **Approval of Board Minutes**

A. **March 27, 2025 – Regular Board Meeting**

Motion to approve March 27, 2025, Regular Board Meeting minutes was made by: Dir Swanson and seconded by Dir Osenga. All board members present voted in favor of, and Dir Hunter absent. Motion carried.

B. **April 24, 2025 – Regular Board Meeting**

Motion to approve April 24, 2025, Regular Board Meeting minutes was made by: Dir Osenga and seconded by Chairman Curtis. All board members present voted in favor of, and Dir Hunter absent. Motion carried.

VI. **Reports**

A. **Operations & Maintenance Report**

Monthly Report

Bryan Kennedy, Assistant Superintendent, addressed questions from April 2025 board meeting regarding the CMOM (Capacity Management Operation and Maintenance) Program, stating there is no specific number and/or goal we are working toward, the goal is working to have no discharge from sanitary sewer overflow or basement backups. The collection system is capable of conveying and treating the flow for which they are design. Influent and Infiltration (I and I), that consumes some capacity of the collection system. Dir Romo asked should goals be established. Bryan replied, we can work together. Also, Field calibrations, stating he had spoken to BC Systems who performs our Field Calibration, to see why the discrepancy exist and they stated the concrete is corroded to the point when they place a target plate in the bottom of the pipe it is difficult to set in the same position every time. Therefore, there is a slight variation where that target plate is place, and the waves is bounce off that target plate for reading for the calibration. Chairman Curtis asked if you were to sleeve it, will that help. Bryan replied, he will follow up with BC System to confirm. Bryan also discussed some rainfall events and precipitation. He stated we are in good shape with TSS and within limit with NH3. We are prepared for disinfection season which begin May 1, 2025, per our NPDES permit. We clean secondary clarifiers, chlorine contact tank, perform preventative maintenance, calibrated chlorine and sulfur dioxide delivery and safety equipment. Bryan also acknowledged David Johnson, O & M Specialist for obtaining his class 4 Wastewater Certificate Classification before his annual anniversary.

B. **Executive Director Report**

1. Water, Gas & Electric Use/Cost

Exec. Dir. Dave Tyson presented yearly utility usage. Exec Dir Tyson stated everything seems to be in order with what we had in the past and trending for. He stated, electricity will be increasing this year, however, because we signed a 3-year contract with Champion Energy last year we are locked in at our fixed rate, therefore, we will not be affected by the increase.

2. Hauled In Waste Summary

Exec. Dir. Tyson stated KRMA had a good month of hauled in waste.

3. Operations Report

Exec Dir Dave Tyson acknowledge David Johnson for obtaining his Class 4 Certification and Shawn Ownbey for reaching his 20 years of services with KRMA. Richard Tyson gave a report on his Leadership Meeting he attended in Virginia. Richard Tyson stated he was able to attend and accepted into the program of Water Leadership Institute hosted by Water Environmental Federation. Training program for up-and-coming current leaders of the water industry. They focus on project base learning and how to demonstrate goals. There will be weekly and monthly meeting till September 2025. Also, a team driven final project that will be published of WEF website. Exec Dir Tyson also informed the KRMA board that we settle on an outstanding worker's comp case.

C. **Financial Report**

1. Reports

Karen presented the financial statements. Net position: strong cash position. Statement of Revenue and Expense: hauled in waste is year-to-date over budget, which add revenue. Also, Professional fee line items is where all the engineering fee is being held and will be moved to Capital Expenditure line item. Change of Net Position is below budget which is due to the professional fees line item which will be move.

2. <u>Flows Graphs</u>
   Karen stated yearly flow chart was updated by management. Exec Dir Tyson stated the percentages for all the communities is going to change slightly. There was an audit to make sure all the meters are working and transmitting properly. In doing so, we did find some errors in flows. The communication system between KRMA and Village of Bradley was not working properly. City of Kankakee flows changed to 64.93%, Village of Bradley went to 10.64%, Village of Bourbonnais went to 24.15%, and Village of Aroma Park when to 0.28%. Going forward everything will be done month to month. All excess flow will be divided between the communities based on their flow percentages.

D. **<u>Communications</u>**
Exec Dir Tyson read a letter from National Association of Clean Agency honoring and acknowledging the late Arthur Strother.

Steven Hunter joined the meeting at 9:46am, the board is now 7 present and 0 absent.

VII. **<u>Old Business</u>**

A. <u>Update on Engineering for Phase 1, Phase 2, Phase 3</u>
None

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

B. <u>Superintendent Job Posting</u>
Exec Dir Tyson stated jobs has been posted and resumes are due back by May 31, 2025, so far, we have received seven applicants. At this time, none of the applicants have been reviewed. Dir Hunter asked who is on the review committee. Exec Dir Tyson stated we have to put together a committee, at this time all resumes are coming to me or to Carolyn, the HR Director of the City of Kankakee. Chairman Curtis initiated discussion regarding the review committee and asked the board members do they review the applicants as a full board or partial board? It was decided that Exec Dir Tyson and Carolyn with both review all applicants and then the board members will interview the final candidates.

C. <u>Summer Help</u>
Exec Dir Tyson stated we have hired two summer help, one has started and the other will started at the end of May 2025, and a potential hire. Dir Hunter asked what the salary for summer help is. Exec Dir Tyson replied $16.00 per hour.

D. <u>Discussion on Senator Durbin Grant</u>
Exec Dir Tyson stated he have not heard anything back.

E. <u>Discussion on Tammy Duckworth Suggestion regarding Phase 1 Breakdown into 3 Phases</u>

F. Exec Dir Tyson stated he have not heard anything back.

VIII. **<u>New Business</u>**

A. <u>Approval of Budget Ordinance No. 2020-01 for Fiscal Year – May 1, 2025 – April 30, 2026</u>
Karen Benson with SKDO present the Budget for Fiscal Year May 1, 2025 – April 30, 2026. Table to next month board meeting.

B. <u>Motion to Ratify Expenditures for Flow Meters</u>
Motion to Ratify Expenditures for Flow Meters was made by Dir Hunter and seconded by Dir Osenga. All board members present voted in favor of. Motion carried.

C. <u>Appointment of KRMA Legal Counsel and Approval of Attorney Engagement Letter</u>
Discussed in Executive Session.
Motion to Approve the hiring of Bond Conway Law Firm as our legal counsel with Neal Smith as the Representative and Authorizing the Chairman to sign the Attorney Engagement letter was made by Dir Swanson and seconded by Vice Chairman Keast. All board members present voted in favor of. Motion carried.

D. Synagro Plant Expenses

Exec Dir Tyson asked the board member the ability to enforce the provision in the contract regarding charges and/or expenses KRMA endured while they where our sludge removal. There was discussion regarding the charges, the process, and the cost.

IX. Executive Session

Personnel & Probable or Imminent Litigation

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

Roll call was taken and all board members were present.

The Board went into Executive Session.

Return to Open Session.

Roll call was taken and all board members were present.

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

X. Next Meeting

Next Regular Board Meeting- **Thursday, June 26, 2025 (9:00 A.M. at KRMA Board Room)**

Motion to Adjourn was made by: Secretary Stump and seconded by Director Osenga. Motion Carried.