

KANKAKEE RIVER METROPOLITAN AGENCY
MINUTES
October 24, 2024 – 9:00 A.M
1600 W Brookmont Blvd.

In attendance:

Board of Directors:

Mayor Christopher Curtis, City of Kankakee
Mayor Paul Schore, Village of Bourbonnais
Financial Director Robert Romo, 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
Carmen Huizenga, Smith, Koelling, Dykstra & Ohm, P.C

Attorney:

Neal Smith, Robbins Schwartz

KRMA Staff:

Bryan Kennedy, Assistant Superintendent
Richard Tyson, Operation Manager

Other:

Mayor Michael Watson, Village of Bradley
Dan Small, Engineer, Strand Associates
Tara Latz, Financial Director, Village of Bourbonnais
Zachary Newton, Superintendent of ESU, City of Kankakee
Mary Ellen Arrington, Resident of Bradley, IL
Kellen O'Malley via GoToMeeting.com

Chairman, Mayor Curtis called the meeting to order.

I. **Roll Call**

Roll Call was taken. All Board members were present except for Mayor Brian Stump.

II. **Public Comment**

None

III. **Approval of Board Minutes September 26, 2024 – Regular Board Meeting**

Motion to approve the September 26, 2024, Regular Board Meeting minutes was made by: Dir Hunter and seconded by Dir Osenga. Attorney Neal stated he was not at the August 22, 2024, board meeting his colleague was and, Assistant Superintendent, stated that Arthur Strother was present and not via GoToMeeting. All board members were present voted in favor of except for Secretary Stump being absent. Motion Carried.

IV. **Presentation of Audit Report for FYE May 1, 2023 – April 30, 2024, from Sikich**

Kellen O'Malley from Sikich presented the Audit Report. He gave a brief synopsis on the financial audit report and what is included: independent audit report, management discussion and analysis, basic financial statements, and supplement of data. Dir Hunter assured that there were no findings, stating that speaks highly to your staff and the information that was provided.

V. Reports

A. Operations & Maintenance Report

Monthly Report

Assist Superintendent Bryan Kennedy, introduces and welcomes our new Operation Manager, Richard Tyson to the board and our KRMA staff. He also gave an update on the sludge removal, stating Synargo begin hauling sludge as of September 27, 2024, at this point we have 3 million gallons reserved capacity. TSS (Total Suspended Solids) shows a slight drop for the month September 2024. We continue to work with Strand Associates to attempt to determine the sources of increase TSS and performing a Imhoff Cone, which is a settleability test within the primary clarifiers. Dir Romo asked has the hauled in waste facilities been addressed. Richard Tyson, Operation Manager stated the last analysis report he received the TSS was violating our oil and grease loadings, and the last three analysis report was in compliance. Dir Romo asked is the oil and grease bad for the plant. Richard Tyson stated it is hard on the treatment process, it is not easily broken down which can affect the microorganism from breaking down other process. Bryan Kennedy added, coming into winter, having pfas oils and greases we can get filamentous bacteria which causes problems with our settling. This is something else we are looking at with the cold months approaching.

B. Executive Director Report

1. Water, Gas & Electric Use/Cost

Exec. Dir. Dave Tyson presented yearly utility usage. He references the energy usage stating it looks high, however, last months was low. He does not see any red flags.

2. Hauled In Waste Summary

Exec. Dir. Tyson said hauled in waste is over what we budget. Liberty and Prairie View were down. Therefore, we are still in good shape per our budget. Dir Romo asked does Momence have their own sewage plant and do we ever utilize the Momence sewage plant? Exec Dir Tyson replied, Momence do have their own sewage plant, however, if they run into problems, they utilize KRMA and no, we have never sent anything to Momence.

3. Operations Report

Exec Dir Dave Tyson informed the board, we had several employees that attended the Pretreatment Program so we can stay on top of our EPA requirements. Bryan Kennedy reiterated that Richard Tyson, Operation Manager, Shawn Malone, and Nicholas Tucker, O & M Specialist were the attendee for the Pretreatment program. We are conducting meetings with Strand Associates to clarify the equipment improvement and/or replacements for Phase 1. We have scheduled our kickoff meeting for November 7, 2024, for Phases 2 and 3. Also, we had no violations this month. Dir Romo asked will be able to add ammonia to our monthly hauled in waste report.

C. Financial Report

1. Reports

Carmen Huizenga, who is sitting in for Karen from SKDO presented the financial statements. Carmen stated cash position is up, total assets is down, and liability is decreasing. Also, the total net position has increase over the prior year. Revenue is up due to hauled in waste, compared to budget, total expenditures are under budget for the month and year to date, due to invoice not yet submitted. Chairman Curtis asked the KRMA staff is our repairs and maintenance under budget because we have not made repairs. Exec Dir Tyson stated it is under budget because there are items that we need to buy, just have not purchased yet.

2. Flows Graphs

None

D. Communications

None

VI. Old Business

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

Dan Small stated we are on track with Phase 1 equipment replacement and will start advertising in Spring 2025. Design has started on Phase 2 and 3, there will be engagement with all the staff and conducting meetings. The Preliminary Design Report for January with update on everything including cost. Exec Dir Tyson stated we will start advertising; however, we cannot start working on anything until May 2025. Dir Hunter asked about the Bradley property. Chairman Curtis stated we are moving forward with out Bradley property.

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

None

VII. **New Business**

A. **Authorization to Purchase up to 2 vehicles to not exceed \$25,000.00 each.**

Exec Dir Tyson stressed the important of needing to purchase 2 plow trucks. Motion for authorization to purchase two vehicles not to exceed \$50,000.00 total was made by Dir Swanson and seconded by Dir Osenga. All board members were present voted in favor of except for Secretary Stump being absent. Motion Carried.

B. **Office Coordinator Discussion and Approval**

Discussion in Executive Session

C. **Review and Consideration of 2025 Agenda and Board Meeting Dates**

Motion to approve the 2025 Agenda and Board Meeting Dates was made by Dir Hunter and seconded by Dir Romo. All board members were present voted in favor of except for Secretary Stump being absent. Motion Carried.

D. **Approval for Audit Report for FYE May 1, 2023 – April 30, 2024**

Motion to approval Audit Report for FYE May 1, 2023 – April 30, 2024, was made by Dir Romo and seconded by Dir Swanson. All board members were present voted in favor of except for Secretary Stump being absent. Motion Carried.

VIII. **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 Vice Chairman Schore. Motion carried.

Roll call was taken and all board members were present, except for Secretary Brian Stump, Motion Carried.

The Board went into Executive Session.

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

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

Return to Open Session.

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

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

IX. **Next Meeting**

Next Regular Board Meeting- **Thursday, November 21, 2024 (9:00 A.M. at KRMA Board Room)**

Motion to Adjourn was made by: Vice Chairman Schore and seconded by Dir Romo. Motion Carried.