

KANKAKEE RIVER METROPOLITAN AGENCY
MINUTES
February 22, 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 Danita Swanson, City of Kankakee
Steven Hunter, Representative, City of Kankakee
Alderman David Crawford, City of Kankakee

Administration:

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

Attorney:

Neal Smith, Robbins Schwartz

KRMA Staff:

Arthur Strother, Superintendent
Dustin Scheppler, Asst. Superintendent, Operations
Melanie Gossett, Director of Technical Services

Other:

Dan Small, Strand Associates
Terry Memenga, Alternate, Village of Bourbonnais
Zachary Newton, Utility Superintendent, City of Kankakee
Ryan McGinnis, 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 Dir Brian Stump, Dir Robert Romo, Dir Larry Osenga absent. Alternate Alderman David Crawford, City of Kankakee, sitting in for Director Larry Osenga for deciding vote.

II. **Public Comment**

None

III. **Approval of Board Minutes January 12, 2024 Special Meeting and January 25, 2024 – Regular Board Meeting**

Motion to approve the January 12, 2024, Special Meeting and January 25, 2024, Regular Board Meeting minutes was made by: Dir Hunter and seconded by Vice Chairman Schore. All board members were present, and Alternate David Crawford voted in favor of, Dir Brian Stump, Dir Robert Romo, and Dir Larry Osenga absent. Motion Carried.

IV. **Reports**

A. **Operations & Maintenance Report**

Monthly Report

Art informed the board that KRMA completed and turned in its annual reports for biosolids, OSHA, and non-hazards waste. Art also informed the board that we had five inches of rain this month averaging 23mgd (million gallons) of flow. The rain did not push us into any violations, however, we had to make some changes. Chairman Curtis asked did the snow melting have anything to do with those five inches of rain. Art replied, yes, stating the rain affects the flow which can cause an increase change in BOD and TSS.

Director Robert Romo joined the meeting.

Safety grant money is being utilized for plant. Dir Hunter asked do we calculate loss of time for man hours for accidents. Art replied yes, and Melanie added we only had one lost time accident this year and it was very minimal. Dir Romo asked, how much daily pounds of NH3 and BOD do we receive, because it shows a spike? Art replied, sometimes the rain affects those numbers.

B. Executive Director Report

1. Water, Gas & Electric Use/Cost

Exec. Dir. Dave Tyson presented yearly utility usage. Exec Dir Tyson stated it's in line with last year's except for the increase prices in electricity. Dustin added, per our electric bill we are being charged for an over credit we received last year, therefore, that is why the electric bill seems higher. Exec Dir Tyson also added that the water bill is comparable to last year's. There's nothing out of line for utility this month. Chairman Curtis asked, do we expect to be a normal trend with electric moving forward. Dustin stated it has to do with the new green energy. However, it should eventually even itself out.

2. Hauled In Waste Summary

Exec. Dir. Tyson stated there was an increase in hauled in waste this month due to the increase in Liberty Landfill, it's not affecting the plant, therefore, it's good revenue. Vice Chairman Schore where is Liberty located? Melanie replied, in Monticello, IN. Chairman Curtis asked are we comfortable with Liberty loadings? Art replied, yes, they don't affect the plant too much.

3. Operations Report

Exec Dir Dave Tyson informed the board members at Melanie's Safety Meeting, the City of Kankakee Police Department came in and did an active shooting training. Exec Dir Tyson reminded the board that CMOM's is due this month or next month.

C. Financial Report

1. Reports

Karen presented the financial statements, reference the net position has a strong cash position, however, compared to last years it is lower due to hauled in waste revenue decreased. The Statement of Revenue and Expense, hauled in waste, is still slightly above the budget amount. Also, the change in net position is above the budget amount, which is due to some time difference with billing. We are on track with the budget.

2. Hauled In Waste Report

None

3. Flows Graphs

Karen presented the flows report. Stated there are some percentage points that will need adjusting. Kankakee was budget at 64.25 however their actual thus far is 61.8. They are coming in less to where we had estimated and Bradley and Bourbonnais are coming in above their budgeted flow.

D. Communications

None

V. Old Business

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

Dan Small from Strand Associates stated Phase 1 is in progress and should be done towards the end of the year. Phase 2 and Phase 3 will not get started until September.

VI. New Business

A. Vote on whether to uphold Employee Grievance Decision

Motion to uphold the Employee Grievance that was made by Executive Director on January 23, 2024, was made by Dir Hunter, and seconded by Vice Chairman Schore. All board members were present, and Alternate David Crawford voted in favor of Dir Brian Stump and Dir Larry Osenga absent. Motion Carried.

B. Draft Budget for Fiscal Year Ending April 30, 2025

Karen presented a rough draft of the draft budget for fiscal year ending on April 30, 2024 without any discussion with KRMA management. This is just to give the municipalities a feel for what on the 2025 projective budget, with the set-a-side at 20%, and a decrease in the hauled in waste revenue will look like. There were questions for Karen regarding the budget, loans, and debt service, and for Dan regarding the timeline of the Project Plan questions were and 3. Those questions were addressed.

C. **Authorizing Executive Director to enter into negotiation with Union Representative Regarding Section 5 Step 3 on the Collection Bargaining Agreement**

Exec Dir Tyson would like to change the wording in Section 5 Step 3 of the Collective Bargaining Agreement regarding filing a grievance. I would like to change: the board has to respond within 14 days. This does not work with our board meetings. The board agreed to allow Exec Dir Tyson to address the issue.

D. **Local 399 Health & Welfare Management Rate Increase**

Exec Dir Tyson informed the board members that Management Health & Welfare has an increase of 6%. Motion to agree to the increase of the Health & Welfare Insurance for Management effective June 1, 2024, was made by Dir Swanson and seconded by Dir Hunter. All board members were present, and Alternate David Crawford voted in favor of, Dir Brian Stump and Dir Larry Osenga absent. Motion Carried.

VII. **Executive Session**

A. **Personnel & Probable or Imminent Litigation**

Motion to go into Executive Session to discuss Personnel issue under ILCS 2(c)(1) was made by Dir Hunter and seconded by Vice Chairman Schore. Motion carried.

Roll call was taken and all board members were present and Alternate David Crawford sitting in for Director Osenga, except Dir Brian Stump and Dir Larry Osenga absent.

The Board went into Executive Session.

Motion to exit Executive Session was made by Dir. Hunter and seconded by Dir Swanson. Motion carried.

Roll call was taken and all board members were present and Alternate David Crawford sitting in for Dir Osenga, except Dir Brian Stump and Dir Larry Osenga absent.

Return to Open Session.

Roll call was taken and all board members were present and Alternate David Crawford sitting in for Dir Osenga, except Dir Brian Stump and Dir Larry Osenga absent.

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

VIII. **Next Meeting**

Next Regular Board Meeting- **Thursday, March 28, 2024 (9:00 A.M. at KRMA Board Room)**

Motion to Adjourn was made by: Dir Romo and seconded by Dir Swanson. Motion Carried.