KANKAKEE RIVER METROPOLITAN AGENCY
MINUTES
August 28, 2025 – 9:00 A.M
1600 W Brookmont Blvd.

In attendance:

Board of Directors:

Mayor Christopher Curtis, City of Kankakee
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
Financial Director Tara Latz, Village of Bourbonnais

Administration:

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

Attorney:

Neal Smith, Robbins Schwartz

KRMA Staff:

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
McKayla Lockwood, Smith Koelling, Dykstra, & Ohm, P.C
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 Vice Chairman, Mayor Jeff Keast and Director Robert Romo absent. Alternate Financial Director Tara Latz, Village of Bourbonnais, sitting in for Vice Chairman Jeff Keast for deciding vote.

II. **Public Comment**
Zachary Newton, Superintendent of ESU, acknowledged the Village of Bradley and KRMA for the needed assistance with the Manteno's force main.

III. **Approval of Board Minutes**
A. **July 24, 2025 – Regular Board Meeting**
Motion to approve July 24, 2025, Regular Board Meeting minutes was made by: Dir Hunter and seconded by Dir Osenga. All board members present voted, and Alternate Tara Latz voted in favor of in favor of, and Vice Chairman Keast and Director Romo absent. Motion carried.

IV. **Reports**

A. **Operations & Maintenance Report**

Monthly Report

Richard Tyson (RJ), Operation Manager for KRMA presented the MOR. RJ informed the board members about the repairs and servicing the digesters systems to keep the flow operating effectively. We experience a few different fluctuations of instability with high flows, and the continuations of fecal violations at the end of June, which carried over until the beginning of July. We conducted an investigation and we found that we had chlorine being detected throughout the plant in areas that we are not able to deliver it. We do not believe that was necessary chlorine based on the testing method, however some kind of positive interference. The substance, which is unknown, was consuming and reacting with our chlorine first. The way our disinfection process works is chlorine will react with things like ammonia nitrate much more readily before it is able to react with bacteria. Therefore, we switched from our traditional monitoring method. Instead of testing for total chlorine we switched to a method called break point. Whereas you monitor free chlorine which is still available to react with BOD and any other substances in the wastewater. Since July 10, 2025, we have been stable and had a very successful recovery. Dir Hunter asked did you find out what the contamination was? RJ replied, without being able to run a full spectrum lab analysis, no, we do not know. However, since July 10, 2025, we been in compliance within our permit. Bryan did contact IEPA, and they just needed our response plan and the documentation. IEPA is looking for more repeated violations versus a one-time violation. Exec Dir Tyson added, we did take steps to figure out where it maybe coming from. For instance, we cut off hauled in waste and determine that it was not coming from our hauled in waste. RJ reference the Attachment A gauges and graphs.

Director Robert Romo joins the meeting, making it 7 board members present.

B. **Executive Director Report**

1. Water, Gas & Electric Use/Cost
   Exec. Dir. Dave Tyson presented yearly utility usage. Exec Dir Tyson stated everything was steady.
2. Hauled In Waste Summary
   Exec. Dir. Tyson stated hauled in waste was very good.
3. Operations Report
   Exec Dir Dave Tyson informed the board that the City of Kankakee meter was installed. Therefore, we will be adjusting how we hand out what flow is for all the different community municipalities based on the Kankakee meter reading. He also informed the board that the AC unit is not working. Chairman Curtis asked is the hold up on fixing the AC unit, due to not able to get parts or several contractors having hard time diagnostic this issue, therefore, would it be simpler to replace the entire system and start fresh. The building has been without AC unit for approximately three weeks. Exec Dir Tyson replied we are awaiting two people to come in and looking at some quotes. No one new how old the AC system is. Chairman Curtis express his concern about the staff working under this condition and stated if it needs to be replaced, replace it. Exec Dir Tyson stated the summer help is gone. He also passes out a brochure from Operation Manager Tyson regarding one year Certificate for Class D Drinking Water and Class 4 Wastewater Operator program through Waubonsee Community College. Also stating maybe, we can be a host for internship and also reach out to Kankakee Community College as well. RJ added he feels doing the internship would be a good feel for new employees. Exec Dir Tyson acknowledged Tawonda for 6 years, Shawn Malone for 16 years, Shaun Ownbey for 20 years, and Jack Renchen for 20 years of employment here at KRMA. Michelle Howard, Administrator Assistant informed Exec Dir Tyson that Kankakee Community College also is offering have all the wastewater classes.

C. **Financial Report**

1. Reports
   Karen Benson presented that Financial Reports. Karen stated Statement of Net Position shows our checking/savings are down compared to the prior year. This is due to our cash reserves is being used for the beginning phases of the design and construction in progress which is listed under Capital

Assets: Construction and Process. On our Statement of Revenue/Expense, hauled in waste is above budget which is good. Lastly our Change of Net Position shows we is over budget for the month. Also, sludge is trending high

2. Flows Graphs
   Karen Benson presented the Flow Report and stated it there for their review. Also, in a couple a month we will be we will be utilizing this report because it has an impact on the reconciliation. She introduces MaKayla Lockwood from her office.

D. **Communications**
   None

V. **Old Business**

A. **Update on Engineering for Phase 1, Phase 2, Phase 3**
   Exec Dir Tyson stated Phase 1 is out for bids. We are going to have a pre bid meeting on September 11, 2025, then a bid opening on September 24, 2025. Dan Small added he is looking forward to some good bids. There are four different bid alternatives, therefore, that can reduce the cost to kind of right size the project. Still expecting around a Ten million project. Dir Hunter asked is there any requirements for local subcontractors? Exec Dir Tyson stated for this phase no. A lot of this phase is mostly machinery and replacements. Dan Small added we do have the ability to ask for a list of subcontractors they are going to use so that you can check and see if you have any particular issues, or we can make some requests at that time. Because this phase is self-funded you have more flexibility how you want to go about the award selection. Chairman Curtis asked is the Bid Opening here at KRMA and what time. Dan Small replied no, it is online, on Quest at 2 o'clock pm. Therefore, it is electronically opened there and read aloud. Chairman Curtis also asked, do we have an ordinance or a policy for KRMA that allows a variance on the bids based on local contractors. Exec Dir Tyson answered no. Chairman Curtis stated this is something we should talk about for future, to try to get local when available.

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

B. **Approval Settlement Agreement in Case No. 20 cv 2338 currently pending in U.S. District Court for the Central District of Illinois (KRMA v. Richard Simms, et al.)**
   Motion to Approve or Disapprove the Settlement Agreement in Case No. 20cv 2338 currently pending in U.S. District Court for the Central District of Illinois (KRMA v. Richard Simms) subject to legal review was made by Secretary Stump and seconded by Dir Osenga. All board members present voted, and Alternate Tara Latz voted in favor of in favor of, and Vice Chairman Keast absent. Motion carried.

C. **Approval of Executive Director Salary Adjustment**
   Chairman Curtis stated at the last meeting the board had a discussion regarding approval of Executive Director Salary Adjustment that was tabled. Is there a motion to bring from the table for discussion today was made by Dir Swanson and second by Dir Osenga. All board members present voted, and Alternate Tara Latz voted in favor of in favor of, and Vice Chairman Keast absent. Motion carried. Chairman Curtis informed the board that he held a meeting with Exec Dir Tyson back in July. Per the board discussion we did agree to continue the compensation with the vacancy of the Superintendent through July 31, 2025, and from there, that would cease. Motion to ratify and continue the additional salary due to the vacant Superintendent position for Executive Director Tyson through July 31, 2025, was made by Dir Swanson and seconded by Dir Osenga. All board members present voted, and Alternate Tara Latz voted in favor of in favor of, and Vice Chairman Keast absent. Motion carried.

D. **Assistant Superintendent Update**
   Discussion in Executive Session

VI. **New Business**

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 Hunter and seconded by Dir Osenga. Motion carried.

Roll call was taken and all board members were present and Alternate Financial Director Tara Latz, Village of Bourbonnais, sitting in for Vice Chairman Jeff Keast for deciding vote, except for Vice Chairman Keast absent.

The Board went into Executive Session.

Roll call was taken and all board members were present and Alternate Financial Director Tara Latz, Village of Bourbonnais, sitting in for Vice Chairman Jeff Keast for deciding vote, except for Vice Chairman Keast absent.

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

Roll call was taken and all board members were present and Alternate Financial Director Tara Latz, Village of Bourbonnais, sitting in for Vice Chairman Jeff Keast for deciding vote, except for Vice Chairman Keast absent.

Return to Open Session.

Roll call was taken and all board members were present and Alternate Financial Director Tara Latz, Village of Bourbonnais, sitting in for Vice Chairman Jeff Keast for deciding vote, except for Vice Chairman Keast absent.

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

VIII. **Next Meeting**

Next Regular Board Meeting- **Thursday, September 25, 2025 (9:00 A.M. at KRMA Board Room)**

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