

KANKAKEE RIVER METROPOLITAN AGENCY
MINUTES
July 25, 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
Mayor Brian Stump, Village of Aroma Park
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
Karen Benson, Smith, Koelling, Dykstra & Ohm, P.C

Attorney:

Neal Smith, Robbins Schwartz

KRMA Staff:

Arthur Strother, Superintendent via GoToMeeting.com
Bryan Kennedy, Assistant Superintendent
Melanie Gossett, Technical Service Personnel

Other:

Terry Memenga, Director of Public Works, Village of Bourbonnais
Dan Small, Engineer, Strand Associates
Zachary Newton, Utility Superintendent, City of Kankakee

Chairman, Mayor Curtis called the meeting to order.

I. **Roll Call**

Roll Call was taken. All Board members were present.

II. **Public Comment**

None

III. **Approval of Board Minutes July 25, 2024 – Regular Board Meeting**

Motion to approve the July 25, 2024, Regular Board Meeting minutes was made by: Dir Osenga and seconded by Dir Hunter. All board members that were present voted in favor of. Motion Carried.

IV. **Reports**

A. **Operations & Maintenance Report**

Monthly Report

Chairman Curtis express gratitude regarding Art physical return. Art thanked everyone. Art present the MOR stating that the plant is operating well. Art referred to Attachment A of the MOR and stated although TSS is up, BOD has dropped. Art stated we are trying to determine why this change has occurred. There were questions regarding TSS; does it cause violation, it is industrial or residential, and how is it treated? Art stated TSS comes

from so many different sources; construction, leaves, streets, and farmers run off. Industrial is usually a major factor for increased TSS, however both industrial and residential contribute. Art also explained how TSS is treated and explained why he runs things 7 to 30 days, also his next step is reaching out to Strand Associates Operation Process to see if there are any other industries with a similar situation. Art acknowledges Bryan Kennedy, Assistant Superintendent on process well done.

B. Executive Director Report

1. Water, Gas & Electric Use/Cost

Exec. Dir. Dave Tyson presented yearly utility usage. He informed the board that we received another low electric bill from Champion Energy. All other utilities bill is in line.

2. Hauled In Waste Summary

Exec. Dir. Tyson said hauled in waste is down this month. However, we are above the budgeted amount. The decrease in hauled in waste is not causing any problems to the plant.

3. Operations Report

Exec Dir Dave Tyson also gave Bryan Kennedy acknowledgement for managing the power outage, not allowing it to cause any violation and/or cause any problem downstream. Vice Chairman Schore asked about the chlorination process and asked do we have a backup power source to handle it. Exec Dir Tyson stated the generator we use does not power the chlorination building. Bryan added it is a process that takes time. Screw pumps first then we can bring on other equipment. Exec Dir Tyson also, added in our Phase 1 project we plan to add more generators. The board was informed that KRMA does have a standard operating procedure we follow in the event of a power outage. Bryan informed that board that KRMA is a priority, second to the hospitals.

C. Financial Report

1. Reports

Karen presented the financial statements; she stated she would be checking with Midland bank to make sure we are getting the best interest rate. In the Statement of Net Position there was no significant change. Statement of Revenue/Expense she stated hauled in waste is good, and sludge removal is zero, however, that due to no receiving a bill. Karen stated she is having an exit call with the audit company next month.

2. Flows Graphs

They are on track.

D. Communications

None

V. Old Business

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

Exec Dir Tyson state Phase 1 its moving along.

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

Exec Dir Tyson stated this line item will keep the municipalities updated on the rate impacts as the Phases move along.

B. 401(k) Conversion Status

Exec Dir Tyson stated the conversion is complete. Everything is going fine. Exec Dir Tyson stated a few employees have requested that they be allowed to take loans out against their 401(k). Chairman Curtis stated it is not a great thing, however, it's their money their choice. All board member was okay with it. Art stated KRMA does contribute money to the 401(k). The board was informed that they can only borrow what they have contributed to the 401(k).

C. Resolution Authorizing the Destruction of certain Closed Session Verbatim Recordings of KRMA Board Meetings

Attorney Neal informed he looked at the recommended closed session minutes from 2019 and he did not have any concerns. It is a policy decision, they are eligible for destruction; however, you do not have to. Motion to table the Resolution Authorizing the Destruction of certain Closed Session Verbatim Recordings of KRMA Board Meetings was made by Dir Osenga and seconded by Dir Hunter. All board members that were present voted in favor of. Motion Carried.

VI. **New Business**

A. **Ratification of Appointing and Salary Determination for the new Assistant Superintendent**

Exec Dir Tyson read the letter of appointment of Bryan Kennedy for Assistant Superintendent of KRMA effective July 1, 2024, at the salary of \$125, 000 annually, Mr. Kennedy accepted the position. Motion to Ratify Appointment and Salary Determination for the new Assistant Superintendent was made by Dir Hunter and seconded by Dir Swanson. All board members that were present voted in favor of. Motion Carried.

Exec Dir Tyson also informed the board member now that Bryan Kennedy accepted the Assistant Superintendent, we will be down one O & M. However, when we hired, we had an interest in three new hires, and we would like to offer that third candidate Dennis Kaiser the new open position as O & M Specialist. Chairman Curtis congratulated Bryan Kennedy for accepting the new Assistant Superintendent.

B. **Renewal of KRMA DTS 3-year Term Contract for \$32,000 annually**

Exec Dir Tyson informed the board that our Asset Management program is up for a 3-year Term renewal. It is open to all the municipalities who are interested in utilizing the program. Dir Romo stress some interest in the asset program and requested some information. Motion in Renewal of KRMA DTS 3-year Term Contract for \$44,000 annually along with the Authorization of the City of Kankakee enter on to that contract with the reimbursement of \$12,000 annually was made by Dir Osenga and seconded by Secretary Stump. All board members that were present voted in favor of. Motion Carried.

C. **Authorization of City of Kankakee DTS 3-year Term contract for \$12,000 annually**

Motion in Renewal of KRMA DTS 3-year Term Contract for \$44,000 annually along with the Authorization of the City of Kankakee enter on to that contract with the reimbursement of \$12,000 annually was made by Dir Osenga and seconded by Secretary Stump. All board members that were present voted in favor of. Motion Carried.

D. **Authorization to Allow Administration to Enroll in Short-Term and Long-Term Disability at No Cost to KRMA**

Motion to Authorized to allow Administration to enroll in Short-Term and Long-Term Disability at No Cost to KRMA was made by Dir Hunter and seconded by Dir Swanson. All board members that were present voted in favor of. Motion Carried.

Vice Chairman Schore made an announce regarding funding for KRMA future expansion. He would like to set up a meeting time with State Representative Jackie Hass and Senator Patrick Joyce and other municipal Representatives and have Strand Associates present them with a presentation on the expansion.

Vice Chairman Schore informed the board about the installation of the river gauge, and suggested instead of the municipalities doing it individually, KRMA can participate for a whole for the municipalities. Chairman Curtis presented the letter that was received regarding the river gauge installation. There was more discussion regarding the information presented.

VII. **Executive Session**

Personnel & Probable or Imminent Litigation

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

Roll call was taken and all board members were present.

The Board went into Executive Session.

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

Roll call was taken and all board members were present.

Return to Open Session.

Roll call was taken and all board members were present.

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

VIII. **Next Meeting**

Next Regular Board Meeting- **Thursday, August 22, 2024 (9:00 A.M. at KRMA Board Room)**

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