

KANKAKEE RIVER METROPOLITAN AGENCY
MINUTES
April 21, 2020 - 3:00 P.M

In attendance:
VIA REMOTE MEETING HELD THRU GOTOMEETING.COM

Board of Directors:

Mayor Chasity Wells-Armstrong, City of Kankakee
Mayor Paul Schore, Village of Bourbonnais
Mayor Brian Stump, Village of Aroma Park
Dir Robert Romo, Village of Bradley
Alderman Carl Brown, City of Kankakee
Marc Wakat, Representative, City of Kankakee
Elizabeth Kubal, Representative, City of Kankakee

Administration:

Dave Tyson, KRMA Executive Director
Larry Ohm, Smith, Koelling, Dykstra & Ohm, P.C.
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, Asst. Superintendent, Technical Services

Chairperson Mayor Wells-Armstrong called the meeting to order.

I. **Roll Call**

Roll Call was taken. All Board members were present via gotomeeting.com

II. **Public Hearing for Annual Budget**

Motion to open Budget Hearing Discussion was made by Dir Brown and second by Dir Schore. All voted in favor. Karen Benson asked is there any questions or changes they would like to address in the proposed annual budget. Chairperson Wells-Armstrong stated she has a couple of things. Chairperson Wells-Armstrong asked if there is a deadline to pass the budget in terms of the by-laws as the City of Kankakee is conducting an analysis on the impact KRMA has on their infrastructure, which will affect the budget. Attorney Smith stated by the by-laws, its 1st quarter and Larry Ohm stated by the bond ordinance its 1st quarter of our fiscal year which is May 1. Attorney Smith stated if the board members decide not to vote on the budget today that is fine, you can vote on the budget in another meeting. Chairperson Wells-Armstrong asked Dir Schore about the improper billing that was done and asked him did he see it. Dir Schore stated he's not 100% sure and needs to look it over. Chairperson asked if there is any other public comments about the budget. No public comments. Motion to close Public Budget Hearing was made by Dir Brown and seconded by Dir Romo. All voted in favor.

III. **Public Comment**

None.

IV. **Approval of Board Minutes**

A. **March 17, 2020 – Regular Board Meeting** – Motion to approve the March 17, 2020 Regular Board Meeting minutes was made by: Dir. Brown and seconded by Dir Kubal. Motion carries. All voted in favor.

V. **Reports**

A. **Operations & Maintenance Report**

1. **Monthly Report**

Art stated KRMA has their new permit from the State that starts March 1, 2020 and will expire March 1, 2025. There are two new perimeters that will go on the effluent quality, that's ammonia and dissolve oxygen. There is also some minor flexibility concerning our overflow into the river without having to spend millions to upgrade our system. I do not see a problem with ammonia and the dissolve oxygen if CSL Behring keeps their ammonia level down, based on the compliance schedule they have given us.

B. **Executive Director Report**

1. **Water, Gas & Electric Use/Cost**

Exec. Dir. Dave Tyson presented the utility sheet, utilities seem to be in order and in good shape.

2. **Hauled In Waste Summary**

Exec. Dir. Tyson stated, our Hauled In Waste is up for the month and looks very strong.

3. **Operations Report**

Exec Dir Dave Tyson stated KRMA has no cases of the COVID-19. We did have 1 employee that was sent home due to symptoms of Coronavirus due to Dr. orders to quarantine for 14 days based on the federal guidelines for COVID-19, which falls under the emergency paid sick leave for COVID-19.

C. **Financial Report**

1. **Reports**

Larry Ohm stated the Balance sheet is strong. Everything else is very much in line. Income & Expense, repair was slight over budget, however YTD we are within budget. Our bottom line is strong.

2. **Hauled in waste report**

Larry Ohm stated the Hauled In Waste continues to be very strong. It was above budget for March.

3. **Flows Graphs**

Larry Ohm stated Kankakee is well below our estimate, Bradley & Aroma Park is slightly above our estimate, and Bourbonnais continuously to be well over our estimate.

D. **Communications**

Exec Dir Tyson requested a special meeting to approve the Bid Results. Special meeting set for April 28, 2020 remotely at 3:30pm.

VI. **Old Business**

A. **NPDES Permit update**

Exec Dir Tyson stated Art already spoke on this and KRMA included a copy of the Permit in the board meeting packets.

B. **E-Waste update**

No Update

C. **Software Update**

Dustin stated he emailed the latest status report to all the board members. Testing is being performed by myself and Melanie to work out any bugs before we go live.

D. **5-Year Capital Needs**

Art stated with the 5-year capital needs there are 3 specific things that need to be addressed: construction of anaerobic digester, secondary clarifiers, and storage tank for sludge disposal. In working with Dan Small, we applied for \$25 million of the \$19 billion monetary stimulus that the state may have available. If that monetary funding is available, that will handle our anaerobic digester, secondary clarifier, and storage tank, however that would not be the end of things. KRMA will need more money down the road for the next 10-15-year plan. Dir Romo asked if the board can have that in a spreadsheet by years and cost when this will be occurred.

E. **Pilot Fee**

Chairperson Wells-Armstrong stated the City of Kankakee is doing some analysis on the impact of the infrastructure typically with the line at the East Gate Site, transporting the leachate to the plant. Chairperson Wells-Armstrong asked Pete Schiel, from DPW, if he had anything to add. Pete stated they have identified high concentration of H₂S (Hydrogen Sulfide) that is causing issues with our collection system. Also, a lot of the solids is settling to the bottom, which is causing our

routine from being typically every 3 years to be annually within the east gate area. The H2S levels are also affecting some of the manholes in that area and eating away the concrete. The Pilot fee was to help offset some of these costs that the City of Kankakee incur. Dir Romo asked Pete if he could explain in more detail how KRMA pilot fee is for maintenance fee. Chairperson Wells-Armstrong stated in the original ordinance it references a benefit for KRMA to utilize the Kankakee Fire Department, and KRMA have access to our Human Resource Director. Dir Wakat asked Pete is there only corrosion in the manholes or are you seeing that throughout the system? Pete stated anything above water level, the pipe level of H2S disintegrates the concrete and eating away the manhole to the rebar in the east gate area. Dir Wakat stated, given the fact that the leachate contains a host of other things, which can be problematic, the corrosion can allow the leachate to go where it should not go.

F. **Blowers Update**

Exec Dir Tyson stated we are getting weekly emails. Atlas Copco stated in the last email that things are starting to wrap up. They are in agreement to maintain our current blower until they can replace them.

G. **Resolution Authorizing Execution of an Amendment to the Amended and Restated Joint Sewage Treatment Agency Intergovernmental Agreement to provide for sale of Municipal Systems to public utilities, and for related amendments**

H. **Resolution Authorizing Execution of an Amendment to the Amended and Restated Joint Sewage Treatment Agency Intergovernmental Agreement to add a new subsection D titled "NPDES Permit and Member Obligations" under Section X**

Attorney Smith stated he is going to assess item G & H on the agenda together. They are both changes to the Intergovernmental Agreement. Attorney Smith has circulated the changes to the individual municipalities. Attorney Smith suggested taking 1 vote to amend the IGA or we can do it separately. Attorney Smith discussed the amended changes within the IGA per item in detail. Motion to approve the Resolution Authorizing Execution of an Amendment to the Amended and Restated Joint Sewage Treatment Agency Intergovernmental Agreement to provide for sale of Municipal Systems to public utilities, and for related amendments and Resolution Authorizing Execution of an Amendment to the Amended and Restated Joint Sewage Treatment Agency Intergovernmental Agreement to add a new subsection D titled "NPDES Permit and Member Obligations" under Section X was made by Dir Romo and seconded by Dir Stump. All voted in favor. Motion carries.

VII. **New Business**

A. **Contract for Strand Associates**

Exec Dir Tyson discussed with Dan Small and he has agreed Strand Associates will do it on an hourly basis with a not to exceed fee of \$48,000 instead of an estimated fee. Exec Dir Tyson recommended we hire Strand Associates.

B. **IEPA Grant**

Exec Dir Tyson stated the IEPA Grant is what Art discussed earlier about the \$25 million dollars. Just wanted to make everyone aware KRMA submitted the forms to get in line for the funds if this stimulus grant becomes available. Art stated they talked shovel-ready; this can be something Strand can probably get started for us. So, within their contract maybe this is something we want to speak with them about.

C. **Road Program**

Exec Dir Tyson stated we are working on that, hopefully I'll have Bids back by the May meeting.

D. **Summer Help**

Art stated we are looking to bring in some summer help. I would like to hire 2 or 3 summer kids that are enrolled in college full time. Chairperson Wells-Armstrong stated that the summer help needs to be advertised.

E. **Emergency Paid Sick Leave for COVID-19**

Art stated, there's only 1 question, what if someone used their 14-emergency paid sick leave and they get sick again with the COVID-19? Do we then pay them administrative pay if we ask them to stay home? Karen stated the emergency paid sick leave for COVID-19 has issued an

extension for additional weeks if needed. Dir Romo asked is that for profit and non-profit companies? Karen responded she would have to check into it.

F. **Intern Approval**

Dustin stated it's a 5 week program, full time and in order for him to fulfill his obligation with the university and complete the Environmental Engineering Program, they require him to complete an internship at a wastewater plant and a water plant.

G. **Approval of Budget Ordinance No. 2020-01 for fiscal year end April 30, 2021**

Deferred till next board meeting

H. **Approval of SKDO, PC Engagement letter for accounting services for fiscal year end April 30, 2021**

Karen stated this is SKDO engagement letter for the next fiscal year, which includes the professional services that they provide for KRMA. Dir Romo asked if KRMA ever thought about hiring an internal accountant. Motion to approve SKDO, PC Engagement letter for accounting services for fiscal year end April 30, 2021 was made by Dir Kubal and seconded by Dir Schore. All voted in favor. Motion Carries

VIII. **Next Meeting**

Next Regular Board Meeting- **Tuesday, May 19, 2020 (3:00 P.M. in the KRMA Boardroom)**

Motion to Adjourn was made by: Dir. Stump and seconded by Dir. Kubal. Motion carried. All voted in favor.