

KANKAKEE RIVER METROPOLITAN AGENCY
MINUTES
August 26, 2019 - 3:00 P.M

In attendance:

Board of Directors:

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

Administration:

Dave Tyson, KRMA Executive Director
Karen Benson, Smith, Koeling, 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

Other:

Dan Small from Strand Associates
Gabe Salazar, Alternate, City of Kankakee
Amy Chacho Jarvis, Resident of Kankakee

Chairperson Mayor Wells- Armstrong called the meeting to order.

I. **Roll Call**

Roll Call was taken. Dir. Mike Wolfe sitting in for Mayor Paul Schore.

II. **Public Comment**

Representative Amy Chacho Jarvis, Resident of Kankakee, spoke about the amount of stipend the Board of Directors receive monthly. She also presented a petition with signatures to lower the stipend.

III. **Approval of Board Minutes**

A. **July 16, 2019 – Regular Board Meeting** – Motion to approve the July 16, 2019 Regular Board Meeting minutes was made by: Dir. Brown and seconded by: Dir. Wakat. Motion carries.

IV. **Reports**

A. **Operations & Maintenance Report**

1. **Monthly Report**

Art reiterated, that for the past two months KRMA is still exceeding the plants BOD loading capacity and asked for any questions. There were none.

B. **Executive Director Report**

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

Exec. Dir. Dave Tyson presented the monthly utilities, stating they are all update per July 2019. The utilities are consistent to prior years. KRMA is right on budget with the utilities.

2. NACWA Updates: No updates at this time.
 3. Hauled In Waste Summary

Exec. Dir. Dave Tyson stated Hauled in Waste revenue grows from last month, which is good income source for KRMA.

There was a question raised by Dir Romo, regarding profit margin for hauled in waste? Exec. Dir. Tyson turns floor over to Art to address Dir Romo question.

Art stated hauled in waste does bring in revenue, KRMA will issue accurate numbers later.
 4. Operations Report
 - Exec. Dir. Tyson introduces Tawonda Brown-Davis as the new Office Coordinator. Also stated that Jennifer Salan will be doing more book & record keeping. Both reports directly to Melanie Gossett, Asst. Superintendent, Technical Services.
 - Loadings are very close to exceeding capacity every month. Setting up meeting with industries regarding this concern. By September &/or October 2019 Board Meeting hope to have options/solution to present on how to address the loading capacity. Art expanded on the option/solution about the loading capacity. Art stated KRMA has about 4 options that are being discussed that will be brought to the board for consideration, so KRMA can continue to meet the permits.
 - Exec. Dir Tyson stressed interest with DTS regarding the software for KRMA to implement. Contract with DTS is being worked on, and contract should be presented for the Board by September 17. Dustin and Melanie Asst. Superintendents' for KRMA also stated software will be good & it fits needs of KRMA.
 - Question arise by Dir Romo regarding hitting the load capacity. Exec. Dir. Tyson addressed Dir Romo stating, the consequences and restriction that would be implemented if this was to take place.
- C. **Financial Report**
1. Reports

Karen Benson stated KRMA cash position is still good. KRMA expenses are greater than income due to getting current in our utilities & lab fees bill, however Total Fiscal YTD vs. the Budget is in-line. No question on reports.
 2. Hauled in waste report

Karen stated the expense account for sludge removal was over the monthly budget allowance. Art explained, as the loading capacity increases, the expense for sludge removal will also increase. Art specified that resulting to chemicals to eliminate the solid will be more costly. Art explained that if the loading capacity keeps exceeding, the plant will need to be expanded. KRMA has the capacity to store on-site about 5 million gallons. Dustin stated we take in about 90,000 gallons per day and KRMA is currently holding about 2 million gallons. Dir. Romo arise question regarding the volume of industries usages. Art responded approximately: Industries 60-75%, Residential 10-15%, Hauled in waste 10-15%.
 3. Flows Graphs

Karen stated flows are getting back in line, close to our expected estimated percentage. Karen explained the course of finishing up the audit and how things will be allocated, and adjustments will be made due to inconsistency with the flow data. Dustin will supply Karen with new flow data.
- D. **Communications**
- Exec. Dir. Tyson stated Economic Alliance is asking for KRMA to donate \$2,500. KRMA has not donated in the past due to all the Municipalities have donated. No changes will be done.
- V. **Old Business**
- A. **Kankakee flow meter update**

Dustin stated the flow meter was installed the end of May and it works and the meter is calibrated monthly. No question on flow meter update.
 - B. **Personnel Update**

Previously discussed by Exec. Dir. Tyson.
 - C. **Status of dispute with Atlas Copco concerning blowers**

This topic will be discussed in Executive Session.

D. **NPDES Permit update**

Exec. Dir Tyson introduce Dan Small from Strand Associates. Dan Small stated that the permit got public noticed. September 11, 2019 is the end of the public comment period, after that, KRMA should have final permit. Permit only goes for 5-year term. Dir. Wakat informed Board that IEPA has a web page that explains the permit requirements.

E. **New Software search update**

Previously discussed by Dir Tyson. Negotiation contract will be present in the September 17, 2019 Board Meeting for approval. Melanie & Dustin, Asst. Superintendents, expressed their satisfied experience about the software with DTS. Art, Superintendent, elaborated of the importance of the need for KRMA to have asset management program in place. Art stated, this program helps you be more proactive as to identifying problems, gives you better accuracy in data that's being collected, works as preventative maintenance, and identifying different specifications. DTS will assist in training the staff, offer online support, and annual conference.

F. **E-Waste update**

Chairperson Mayor Wells-Armstrong states County received a grant for E-Waste, however, once grant ran out, KRMA picked up the burden for the usage of the villages they cover wastewater for, however, it's being abused by other neighboring villages and companies who are not paying for their usage. Costing KRMA \$250,000 yearly. Mayor Wells-Armstrong & Exec. Dir. Tyson met with Mr. Andy Wheeler on August 16. To receive the E-waste grant with Consumer Electronic Recycle Act (CERA) again, The County must sign up by March 1, 2020 to make us eligible for January 2021. Mr. Wheeler needs clarification of location and if it will be staffed. Mayor Wells-Armstrong asked about cost sharing, KRMA need some relief between now and January 2021. They will follow up with Mr. Wheeler regarding cost sharing and what the appropriate cost sharing number will be. No other question.

G. **PILOT fee Adjustment Update**

Mayor Wells-Armstrong met with KRMA's Superintendents to identify the specific request of KRMA's need.

Art will email his list with the cost we pay other agencies to Exec. Dir. Tyson. Dir. Romo asked the question, what other non-profit agencies that the City of Kankakee charges PILOT fees to? Ms. Kubal answered, 5 to 7 non-profit agencies. Dir. Romo arise concern regarding PILOT fees.

VI. **New Business**

A. **River Cleanup September 21st – Donation of \$500?**

Melanie Gossett, Asst. Superintendent, presents the Angler Association Annual Event, giving specifics of the River cleanup and where the donation goes towards. Motion to approve \$500 donation by: Dir. Brown and seconded by: Mayor Stump. No discussion. Motion Carries.

B. **Modification of Website**

Mayor Wells-Armstrong would like to see more transparency on KRMA's website. No comments and/or questions.

VII. **Executive Session**

Motion to go into Executive Session to discuss Personnel, and probable or imminent litigation pursuant to Sections 2(C)(1) and 2(C)(11) of the open meetings act, was made by: Dir. Wakat and seconded by: Dir. Wolfe. Motion carried.

Roll call was taken, and all Board Members were present, Dir. Mike Wolfe sitting in for Mayor Paul Schore.

The Board went into Executive Session to discuss Personnel and probable or imminent litigation.

Motion to return to Open Session was made by: Dir. Wakat and seconded by: Dir. Kubal. Motion carried.

Roll call was taken, and all Board Members were present, Dir. Mike Wolfe sitting in for Mayor Paul Schore

With the Board back in open session, there was 1 motion.

A motion was made by: Dir. Wakat and seconded by: Dir. Wolfe to approve the Atlas Copco Agreement, subject to attorney's & engineer's approval. Motion carried.

Mayor Wells-Armstrong made a statement regarding the stipends, stating that the residents are mis-informed. The stipend is not only for the monthly one-hour meeting; it involves other meetings and work performed throughout the month. She also stated that it has not been raised in several years.

VIII. **Next Meeting**

- Next Regular Board Meeting- **Tuesday, September 17, 2019 (3:00 P.M. in the KRMA Boardroom)**

Motion to Adjourn was made by: Dir. Brown and seconded by Dir. Wakat. Motion carried.