

**KANKAKEE RIVER METROPOLITAN AGENCY**  
**MINUTES**  
**December 17, 2019 - 3:00 P.M**

In attendance:

**Board of Directors:**

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

**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, except for Dir Romo, with Director Marc Wakat & Executive Dave Tyson being present via phone.

Attorney Neal Smith presented rule under Open Meeting Act, Chapter 7, KRMA Board received advance notice from Director Wakat that they will attend remotely. Are there any objections from the Board with Director Wakat attend the December 17, 2019 board meeting remotely? No Objections.

II. **Public Comment**

None.

III. **Approval of Board Minutes**

A. **November 19, 2019 - Regular Board Meeting** – Motion to approve the November 19, 2019 Regular Board Meeting minutes with the correction to the next meeting date to be December 17, 2019, was made by: Dir. Schore and seconded by Dir Brown. Motion carries.

IV. **Reports**

A. **Operations & Maintenance Report**

1. **Monthly Report**

Art stated, KRMA had a TSS (Total Suspended Solids) violation last month. Art went into detail about the process of TSS. KMRA is working to identify the industry that is causing this violation. Otherwise, KRMA has done very well during the month.

Director Romo joined the board meeting.

B. **Executive Director Report**

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

Exec. Dir. Dave Tyson presented the YTD utility report. We do not have the electric portion of it right now and there is no bill for Hydro. Everything seems right in order and we are right on target where we should be.

2. **NACWA Updates:**

No updates.

3. **Hauled In Waste Summary**

Exec. Dir. Tyson stated the summary for the month looks good.

4. **Operations Report**

Exec Dir Dave Tyson stated we will discuss under other items listed in Old & New Business.

C. **Financial Report**

1. **Reports**

Larry Ohm presented the monthly financial statement. Balance sheet for the month of November, cash position is strong, everything is moving very well. Income & Expense: Income from Hauled in Waste, continues to grow well over budget. Expense O&M Salary is under budget due to KRMA being short one operator, Repairs & Maintenance is under budget, however, for YTD KRMA right on budget. Sludge removal is under budget for the month. Again, that brought KRMA in line with YTD budget. Bottom line we have change in net position is well over budget. YTD was also well over budget. Therefore, things are moving very well.

2. **Hauled in waste report**

Larry Ohm stated hauled in waste continues to run ahead of budget both month and YTD.

3. **Flows Graphs**

Larry Ohm stated November was a very dry month, which does influence the graphs. The City of Kankakee is well under our estimate, Village of Bradley is flipping on either side of the estimate line. Village of Bourbonnais continues to be above our estimated line. That's not a meter problem, I believe that has been resolved. We just underestimated where Bourbonnais flow will continue to be. Which will also reflect why the City of Kankakee flow is below estimated line. Village of Aroma Park been attending above the line.

D. **Communications**

None.

V. **Old Business**

A. **Flow meter update**

Larry stated Dustin feels the flow meters are now in sync and reliable. The adjustment will be in this current fiscal year. We substituted the avg flow for the village of Bour meter. For the Month's of December 2018 to March 30, 2019. When we decrease Bourbonnais that will increase Kankakee. Motion to approve the reallocation of the O&M Expenditures for the year end April 30, 2019 to be reflected in the year end April 30, 2020, was made by Dir Brown and seconded by Dir Schore. Dir Kubal stated now we have all the meter and flow corrected will this be it. Dir Schore stated the number must add up and if they don't add up, we can see that some area is having a problem. Motion Carries.

B. **Status of dispute with Atlas Copco concerning blowers**

Attorney Smith stated the agreement has been signed and we will just be monitoring their compliance in 2020.

C. **NPDES Permit update**

No update

D. **E-Waste update**

Exec Dir Tyson stated that data has been submitted to the County and we are looking at providing something to all the Mayors within the County, so we can start sharing the cost and put a plan together that we'll bring back at a later date.

E. **PILOT fee Adjustment Update**

No update.

F. **Electronic Delivery of Board Packets**

Exec Dir Tyson stated presentation will be given by Tawonda Brown-Davis

G. **Software Contract Update**

Exec Dir Dave Tyson gave to Dustin to elaborate. Dustin stated, so far, we had five meetings, working on getting them all the plan and report information. Investing a lot of time completing spreadsheets. Anticipated go live date of April 27, 2020.

H. **Change in Policy for Lead Operators**

Exec Dir Tyson stated the change in policy is for all operators not just lead operators. It's a policy KRMA would like the board to consider light duty. Reason being, we are only operating with 13 operators whereas full staff is 16 operators. Art stated, we have employees off work that can't come back because they not able to push, pull, or lift 25lbs, however, we have other duties here that they could do, to bring them back online. Art stated several different job tasks that are crucial that can be done by employee's on light duty. Art spoke w/ Worker's Comp and they felt it was a good idea to have a light duty policy. Dir Schore asked if an employee is off just on sick leave will they be offered light duty or is it just for employee's on worker's comp. Attorney Smith stated the way the policy is drafted it gives management flexible framework to make decision case by case bases. It's not saying someone has the right to light duty. It's a Policy drafted to give Management the tools to say, this is a situation, we need them, so we want them to do light duty. Art gave background information on how in the past Worker's Compensation work for KRMA employees. Dir Schore stated, we'll be okay with the light duty until we turn someone down for light duty then we will be looking at a grievance. Attorney Neal stated we will have to bargain, then Attorney Neal asked is there any differential wage rate? Art answered, that's where we will have to bargain. Art goes into detail the benefit of light duty pay rate over worker's compensation wage. Several board members are not in agreement with some of the prospective regulations of the light duty and feel light duty will create problems. Art stated, he understands the board concerns, concerns are valid, however, KRMA is running into issues, because with KRMA being short of staff it's going to be very difficult to run the plant efficiently. Exec Dir Tyson stated that operating the plant 24/7 with 13 people is almost impossible to do for safety reasons. Policy will be issued to the board, will follow up at later date.

I. **New Hires**

Exec Dir Tyson asked instead of hiring a replacement for the operator that left, he asked for approval to hire two operators. This will bring KRMA to 17 operators. Motion to hire two additional operators was made by Dir Wakat and seconded by Dir Brown. Motion Carried.

J. **Approval for Website Publication**

Motion to approve website for publication, was made by Dir Kubal and seconded by Dir Romo. Chairperson Wells-Armstrong request different photos. Motion Carried.

VI. **New Business**

A. **IPRF Workers' Compensation Renewal**

Melanie explained the purpose and the usage of the IPRF Worker's Compensation Grant.

B. **Proposed Increase for Hauled in Waste**

Exec. Dir Tyson stated 15% increase effective for May 1, 2020. Motion to approve the proposed 15% increase for hauled in waste, was made by Dir Brown, seconded by Chairperson Wells-Armstrong. Motion Carried.

VII. **Executive Session**

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

Roll call was taken, and all Board Members were present, with Dir Wakat being present via phone.

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

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

Roll call was taken, and all Board Members were present, with Dir Wakat being present via phone.

VIII. **Next Meeting**

Next Regular Board Meeting- **Tuesday, January 21, 2020 (3:00 P.M. in the KRMA Boardroom)**

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