

AGENDA
KANKAKEE RIVER METROPOLITAN AGENCY MEETING
Tuesday, February 18, 2020
3:00 PM in KRMA Board Room

I. Roll Call

II. Public Comment

III. Approval of Board Minutes

- A. January 21, 2020 – Regular Board Meeting

IV. Reports

- A. Operations & Maintenance Report
 - 1. Monthly Report
- B. Executive Director Report
 - 1. Water, Gas & Electric Use/Cost
 - 2. NACWA Updates
 - 3. Hauled in Waste Summary
 - 4. Operations Report
- C. Financial Report
 - 1. Reports
 - 2. Hauled in Waste Report
 - 3. Flows Graphs
- D. Communications

V. Old Business

- A. NPDES Permit update
- B. E-waste Update
- C. Software Update
- D. New Hires

VI. New Business

- A. New Era Spreading Contract Extension
- B. 5-Year Capital Needs
- C. Com-Ed Grant
- D. Discussion on Amendments to Intergovernmental Agreement with KRMA members

VII. Executive Session

- A. Personnel & Probable or Imminent Litigation

VIII. Next Meeting

Tuesday, March 17, 2020 (3:00 P.M. in KRMA Boardroom)

KANKAKEE RIVER METROPOLITAN AGENCY
MINUTES
January 21, 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
Marc Wakat, Representative, City of Kankakee
Elizabeth Kubal, 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
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 Brown.

II. **Public Comment**

None.

III. **Approval of Board Minutes**

- A. **December 17, 2019 – Regular Board Meeting** – Motion to approve the December 17, 2019 Regular Board Meeting minutes, was made by: Dir. Schore and seconded by Dir Stump. Motion carries.

IV. **Reports**

A. **Operations & Maintenance Report**

1. **Monthly Report**

Art stated, he would like to point out in Section A, on page 3, all the red is stating KRMA is being overloaded by BOD and he doesn't see it changing at this time. Art also pointed out in the highlights; a lot of new regulations are coming out with the federal government. For the Dentistry Offices, the removal of mercury in their water system. On the Federal Government site, it states that the Dentistry Offices must address the level of mercury in their water system by July 2020. Art asked a question, are the Dentistry Offices going to treat the mercury individual communities or will KRMA? Attorney Neal Smith stated he would have to see the regulations regarding this matter before he could answer. Dir Wakat asked is it expensive to remove the mercury? Art answered, it could be. Also, all Dentistry may not have mercury involved in their facility, however, for those who do, they need to make us aware and explain how they are going to remove the mercury out of their system. Dan Small stated that a questionnaire, one-time compliance report, has been issued to all the Dentistry Offices

regarding this issue and getting the Dentistry Office to respond to that questionnaire. Art also discussed the new laws regarding cannabis, stressing the training on determining rather an employee is impaired or not impaired. Attorney Smith informed Art to continue to have the drug free policy in the contract. KRMA also had an odor complaint, right up the hill from us. Dustin stated they are troubleshooting the odor control and have made some adjustments and sealed up some possible leaks.

B. Executive Director Report

1. Water, Gas & Electric Use/Cost

Exec. Dir. Dave Tyson presented the YTD utility report. Everything looks normal. Our Electrical bill looks higher only because it was more billable days.

2. NACWA Updates:

No updates.

3. Hauled In Waste Summary

Exec. Dir. Tyson stated the summary for the month is lower because of the weather.

Director Brown joined the board meeting

4. Operations Report

Exec Dir Dave Tyson stated next month he will be presenting a contract for sludge removal to be extended for two more years with no price increase.

C. Financial Report

1. Reports

Karen Benson presented the monthly financial statement. Statement of net position is continuing to have strong cash balance. No Pilot fees have been paid. Revenue and Expenses are doing well and are within our budget. An adjustment was made regarding the flows for last month between Kankakee and Bourbonnais. Monies is being transferred into our depreciation fund due to bids for equipment.

2. Hauled in waste report

Karen Benson stated hauled in waste is doing well compared to the budget. This is an additional source of income.

3. Flows Graphs

Karen Benson stated we have the adjustment between Kankakee & Bourbonnais, reflected.

D. Communications

None.

V. Old Business

A. NPDES Permit update

Exec Dir Tyson passed it to Dan. Dan stated USEPA wanted to add a clarification to the access full outflow. Once we receive the verbiage, we will have an update for next month meeting.

B. E-Waste update

Exec Dir Tyson stated that Mr. Delbert, from the county, is taking the lead, trying to come up with a plan how the cost will be distributed throughout all the municipalities throughout Kankakee County. Data has been submitted on what it cost KRMA to handle the E-Waste. Waiting on response. Chairperson Wells-Armstrong stated that E-waste was discussed at the Mayors Associate Meeting. Dir Schore stated his concerns is getting an outcome by the March 1, 2020 deadline, is Bradley and Kankakee still willing to host the two E-Waste sites, and location and convenience for the other outside communities like Herscher and Limestone, etc. Dave stated he will follow up with Mr. Delbert.

C. PILOT fee Adjustment Update

Art stated he spoke with Pete and Pete stated he doesn't have the staff to complete KRMA's request. Dir Romo asked for the list of things to see if Bradley could be of any assistance.

D. Electronic Delivery of Board Packets

Exec Dir Tyson stated we would like to go to electronic board packets. Board packets will still be submitted via email. Cost for tablet is approximately \$179.00 it will also be projected on the SmartBoard during the board meeting. Motion to approve Electronic Delivery of Board Packets effective March 2020 and expenditure to purchase the tablets from capital fund, was made by Dir Schore and seconded by Dir Kubal. Motion Carries.

- E. **Software Contract Update**
Exec Dir Dave Tyson stated DTS has been working with Dustin and Melanie. There is a summary the board can review. Also, there is some part of the software we can go into. Go live date is still April 27, 2020.
- F. **Adoption of Light Duty Policy**
Attorney Neal Smith presented the Light Duty Policy. Dir Brown stated he has concerns regarding the light duty policy. Dir Romo also addressed his concern about the light duty policy. Attorney Smith reiterated that if you're going to allow Light Duty you need to have a policy in place. This is a policy that has been used by other agencies. Dir Schore asked about the term of light duty. Attorney Smith answered no longer than 12 weeks, this will not be added to the contract, this is a policy. Art stated he addressed the union regarding this policy, and they have not got back to him. Art also talked to legal and they informed him that the union cannot stop a policy. There were questions raised regarding grievances, who gets light duty and who doesn't, pay and time earned. Art and Attorney Smith answered these questions. Attorney Smith stated he understands everyone's concern however, the way you want to approach this is does KRMA or don't KRMA want to have light duty. If KRMA want's light duty, there needs to be a policy in place. Dir Brown asked will it allow the plant to operate more efficiently if we had light duty? Art answered, there is a daily operation checklist that can be complete by a person on light duty, which will free up other operators to work on other things. Motion to approve Adoption of Light Duty Policy was made by Dir Brown and seconded by Dir Schore. Motion Carries.
- G. **S&P Global Rating**
Karen Benson informed the board that SKDO did receive correspondence from S&P Global Ratings. They lowered KRMA Illinois bonds from a A- to a B, for Kankakee City financials. Chairperson Wells-Armstrong asked if there is an impact financially. Karen answered no, not at this point. Dir Kubal stated they are presenting 2018 audit and we have field work coming up for 2019 audit.
- H. **New Hires**
Exec Dir Tyson stated interviews have been completed and looking to hire Nicholas Tucker and Charles Summers. Nicholas Tucker already has his class 4 operator licenses. Melanie stated she is very confident that these two are the best of the 6 they interviewed that scored the highest on the exam. Dir Schore asked if these two chosen are of any relations to anyone on the board or any employee of KRMA. Melanie and Exec Dir Tyson both stated not that they are aware of. Motion to approve the two New Hires was made by Dir Romo and seconded by Dir Kubal. Motion Carries.
- I. **Approval for Repairs to Generator Overhaul**
Exec Dir Tyson stated the March Generator Overhaul needs maintenance; this is a necessity. Price has gone up since the last time it was serviced which was 18 months ago. Chairperson Wells-Armstrong asked what's the lifetime on the generator. Dan Small answered, typically 15 to 20 years, however as the generator overhaul gets older cost tends to creep up. Dir Kubal asked how long does an Overhaul typically last. Dustin answered 12000 hours around 18 months. Motion to approve for Repairs to Generator Overhaul was made by Dir Wakat and seconded by Dir Stump. Motion Carries.

VI. **New Business**

- A. **Industrial Questionnaires**
Exec Dir Tyson stated the Industrial Questionnaires were due back January 15, 2020. We only received 11 out of 30 questionnaires back for the industries. We will be sending another notice out to get a response. Municipalities Questionnaires are due February 15, 2020. Hoping by the end of February we'll have a good representation of the questionnaires in. Art and I will sit down and go over the questionnaires and come up with a request of proposal so you'll know estimate what it will cost to have the study done to see what is going to be needed to upgrade the plant.
- B. **Workplace Transparency Act**
Attorney Smith asked to add one thing to new business. Chairperson Wells-Armstrong said yes. Attorney Smith stated it's called workplace transparency act. For your purpose, we will need to adopt a resolution. This is response to the sexual harassment issues in Springfield. They pass this new law and it requires us to adopt a resolution incorporating procedures for reporting integrate reviews and allocations of sexual harassment in the extent we don't have it in our policy. Also, there's training obligation for all employees. Illinois Department of Human Rights is

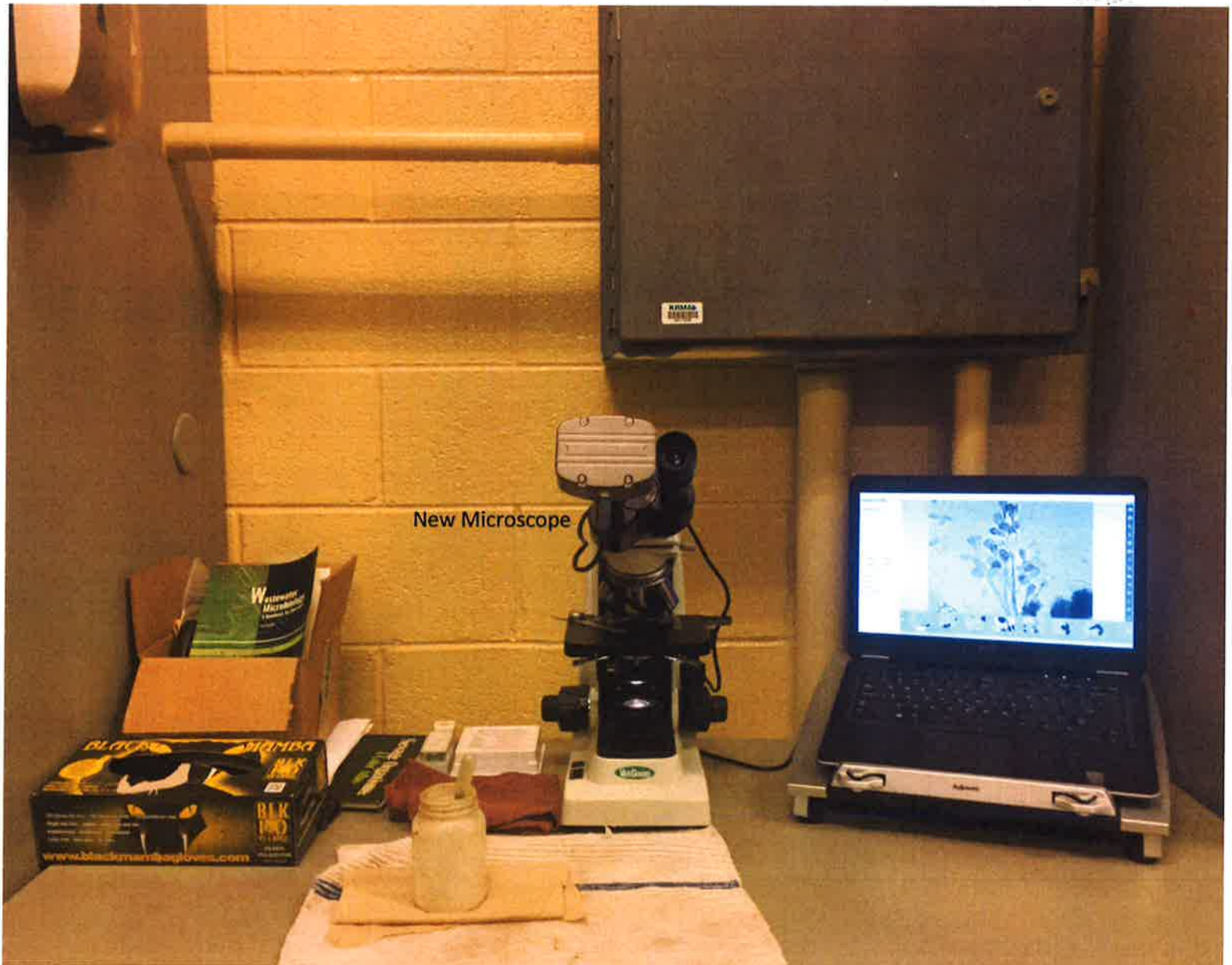
going to be creating a model training program that will be available at no cost. It will be free, and the training must be done by the end of the year.

VII. **Next Meeting**

Next Regular Board Meeting- **Tuesday, February 18, 2020 (3:00 P.M. in the KRMA Boardroom)**

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

***SAFETY MEETING ON WASTEWATER MICROBIOLOGY
IDENTIFYING MICROORGANISMS***



Monthly Operations Report

January 2020

KRMA's JANUARY HIGHLIGHTS:

“There are only two options: Make Progress or Make Excuses.”
by kushandwizdom.tumdlr.com

In an effort, to address odors the Agency has implemented better monitoring controls for the chemical odor control unit near the entrance of the facility. The chemical odor control system has been rebalanced which will allow for better vacuum on the blended sludge storage tanks. The biological odor control that scrubs the odors from the gravity belt thickeners has been reseeded.

The Agency continue to receive survey responses from industrial and commercial dischargers for wastewater treatment. The received surveys will help the Agency to address capacity planning for treatment of discharged water and (IEPA's) National pollutant discharge elimination system (NPDES) permit which contains a new requirement for KRMA to develop a phosphorus discharge optimization Plan.

The month of January the KRMA staff was able to meet all requirements of the Illinois Environmental Protection Agency (IEPA) regarding National Pollutant Discharge Elimination System (NPDES) permits.

1.0 WASTEWATER TREATMENT FACILITY OPERATION

Attachment A details the monthly operational information for the facility.

2.0 INFLUENT FLOW

Table 2.1 Summarizes total flow and average daily flow to the facility from each municipality.

Attachment B for details of daily flow rates.

Table 2.1

Plant Flows

Municipality	Plant Influent	Kankakee	Bourbonnais	Bradley	Aroma Park
Total Flow (MGD)	672.99	425.70	147.194	97.347	2.745
Daily Average Flow (MGD)	21.71	13.73	4.748	3.140	0.089

3.0 EFFLUENT QUALITY

Table 3.1 summarizes the effluent quality data.

Table 3.1

Effluent Quality

	IEPA Limits	Effluent Average
Biochemical Oxygen Demand (BOD) – Monthly Average	20 mg/l	5 mg/l
Total Suspended Solids (TSS) - Monthly Average	25 mg/l	12 mg/l
PH	6-9 SU	7.36 SU
Weak Acid Dissociable Cyanide	0.046 mg/l	0.0100 mg/l
Chlorine Residual	.05 mg/l	n/a
Fecal Coliform	400/100 ml	n/a

ODOR ISSUES:

- Multiple odor complaints were reported from Bishop Ct. near the KRMA facility. To address these odors, KRMA has implemented better monitoring controls for the Chemical odor control unit near KRMA's entrance, rebalanced the Chemical odor control system to draw a vacuum on the blended sludge storage tanks, and reseeded the biological odor control that scrubs the odors from KRMA's gravity belt thickeners. Any further odors are likely to be coming from KRMA's uncovered tanks that are not able to utilize KRMA's odor control systems.
- There were no odor complaints registered at the East Gate site in January.

4.0 PERSONNEL

The Agency would like to say HAPPY BIRTHDAY to all the employees' born in January.

5.0 MAINTENANCE AND REPAIR

Number of Work Orders Closed for the Month:	954
Hours of Scheduled Work Orders Performed:	719.98

6.0 SLUDGE HANDLING

Gallons of sludge produced and sent to thickening:	2,580,053
Gallons of sludge put into storage after thickening:	870,000
Sludge removed from the plant for land application:	1,020,000
Sludge remaining in storage as of December 31st:	2,300,000

7.0 WATER USAGE

JANUARY 2020 (33 DAYS): 48,125 CU FT= 360,000 GALS. = \$2,662.64
NUMBER OF DAYS IN THE BILLING CYCLE: 33

ATTACHMENT

A

DMR Monthly Report

1/1/2020 to 1/31/2020

Var #	452	159	119	236	454	351	113	237	386
Date	EFF FLOW MGD	001 Eff pH STD UNIT	FINAL EFF TSS mg/L	Weekly ave Eff TSS MG/L	EFF TSS LBS/D	WeeklyAv eEffTSS LBS/Day	EFF-C-BO D mg/l	Weekly Ave EffCROD MG/L	EFF C-BOD lbs\day
1/1/2020	14.022		6		702		6		702
1/2/2020	14.432	7.70	13		1,565		6		722
1/3/2020	13.893	7.35	11		1,275				
1/4/2020	13.557		9	10	1,018	1,248	4	5	452
1/5/2020	13.114		6		656		3		328
1/6/2020	13.131	7.10	26		2,847		7		767
1/7/2020	13.028	7.10	27		2,934		8		869
1/8/2020	12.576	7.48	22		2,307		10		1,049
1/9/2020	12.571	7.47	22		2,307		9		944
1/10/2020	14.429	7.25	5		602				
1/11/2020	61.247		34	20	17,367	4,146		7	
1/12/2020	56.533		8		3,772		5		2,357
1/13/2020	34.326	7.38	29		8,302		5		1,431
1/14/2020	30.311	7.00	13		3,286		4		1,011
1/15/2020	26.269	7.21	3		657		6		1,315
1/16/2020	23.683	7.25	14		2,765		6		1,185
1/17/2020	21.734	7.10	13		2,356				
1/18/2020	29.874		3	12	747	3,127	4	5	997
1/19/2020	24.908		8		1,662		3		623
1/20/2020	22.033		4		735		3		551
1/21/2020	20.458	7.38	12		2,047		3		512
1/22/2020	19.253	7.47	8		1,285		6		963
1/23/2020	18.658	7.61	13		2,023		3		467
1/24/2020	22.036	7.35	6		1,103				
1/25/2020	20.127		6	8	1,007	1,409	2	3	336
1/26/2020	19.239		5		802		2		321
1/27/2020	18.793	7.57	10		1,567		4		627
1/28/2020	17.959	7.45	13		1,947		7		1,048
1/29/2020	17.310	7.53	14		2,021		7		1,011
1/30/2020	16.926	7.28	8		1,129		7		988
1/31/2020	16.557	7.44	2		276				

Minimum	12.571	7.00	2	8	276	1,248	2	3	321
Maximum	61.247	7.70	34	20	17,367	4,146	10	7	2,357
Average	21.709	7.36	12	13	2,357	2,483	5	5	863
Sum	672.987	154.47	373	50	73,070	9,929	130	21	21,576

DMR Monthly Report

1/1/2020 to 1/31/2020

Var #	352	187	191	287	353	349	346	401	101
Date	WeeklyAverageEffCBOD LBS/Day	001 EFF CL2 mg/L	FECAL COLI 001 #/100ml	EFF WAD Cyanide mg/L	Eff WAD CN lbs/day	EFF SILVER mg/L	Eff Silver # lbs/day	TOTAL INF FLOW MGD	INFLUENT BOD mg/L
1/1/2020				0.0100	1.169	0.0050	0.585	14.02	209
1/2/2020								14.43	287
1/3/2020								13.89	
1/4/2020	645							13.56	232
1/5/2020								13.11	160
1/6/2020								13.13	278
1/7/2020								13.03	353
1/8/2020						0.0050	0.524	12.58	357
1/9/2020				0.0100	1.048			12.57	341
1/10/2020								14.43	
1/11/2020	791							61.25	77
1/12/2020								56.53	88
1/13/2020								34.33	139
1/14/2020								30.31	170
1/15/2020								26.27	205
1/16/2020				0.0100	1.975	0.0050	0.988	23.68	215
1/17/2020								21.73	
1/18/2020	1,383							29.87	67
1/19/2020								24.91	86
1/20/2020				0.0100	1.838	0.0050	0.919	22.03	125
1/21/2020								20.46	182
1/22/2020								19.25	125
1/23/2020								18.66	107
1/24/2020								22.04	
1/25/2020	575							20.13	142
1/26/2020								19.24	148
1/27/2020								18.79	158
1/28/2020						0.0040	0.599	17.96	325
1/29/2020				0.0100	1.444			17.31	222
1/30/2020								16.93	263
1/31/2020								16.56	

Minimum	575			0.0100	1.048	0.0040	0.524	12.57	67
Maximum	1,383			0.0100	1.975	0.0050	0.988	61.25	357
Average	849			0.0100	1.495	0.0048	0.723	21.71	195
Sum	3,395			0.0500	7.474	0.0240	3.615	672.99	5,061

DMR Monthly Report

1/1/2020 to 1/31/2020

Var #	450	115	451	455	456
	INF BOD LOAD	INFLUENT TSS	INF TSS	BOD REMOVAL	TSS REMOVAL
Date	LBS/D	mg/L	LBS/D	%	%
1/1/2020	24,441	206	24,090	97	97
1/2/2020	34,544	184	22,147	98	93
1/3/2020		248	28,735		96
1/4/2020	26,231	192	21,709	98	95
1/5/2020	17,499	178	19,468	98	97
1/6/2020	30,444	332	36,358	97	92
1/7/2020	38,355	282	30,640	98	90
1/8/2020	37,444	616	64,608	97	96
1/9/2020	35,751	306	32,082	97	93
1/10/2020		159	19,134		97
1/11/2020	39,332	89	45,461		62
1/12/2020	41,491	104	49,034	94	92
1/13/2020	39,793	156	44,659	96	81
1/14/2020	42,975	202	51,064	98	94
1/15/2020	44,912	388	85,004	97	99
1/16/2020	42,466	270	53,329	97	95
1/17/2020		148	26,827		91
1/18/2020	16,693	40	9,966	94	93
1/19/2020	17,865	156	32,406	97	95
1/20/2020	22,969	78	14,333	98	95
1/21/2020	31,053	162	27,640	98	93
1/22/2020	20,071	98	15,736	95	92
1/23/2020	16,650	92	14,316	97	86
1/24/2020		174	31,978		97
1/25/2020	23,836	72	12,086	99	92
1/26/2020	23,747	141	22,624	99	96
1/27/2020	24,764	93	14,576	97	89
1/28/2020	48,678	115	17,224	98	89
1/29/2020	32,049	183	26,419	97	92
1/30/2020	37,126	177	24,986	97	95
1/31/2020		81	11,185		98

Minimum	16,650	40	9,966	94	62
Maximum	48,678	616	85,004	99	99
Average	31,199	185	29,994	97	93
Sum	811,179	5,722	929,826	2,429	2,861

ATTACHMENT

B

Flows
KRMA Treatment Facility
January, 2020

Date	PRECIPITA INCHES	PLANT MGD	Kankakee MGD	BOURB. MGD	BradleyFlow MGD	AromaPark MGD
1/1/2020	0.00	14.02	7.54	4.251	2.190	0.040
1/2/2020	0.00	14.43	8.18	4.104	2.105	0.043
1/3/2020	0.00	13.89	8.05	3.852	1.951	0.043
1/4/2020	0.00	13.56	8.03	3.620	1.860	0.043
1/5/2020	0.00	13.11	7.63	3.569	1.869	0.043
1/6/2020	0.00	13.13	8.05	3.245	1.793	0.040
1/7/2020	0.00	13.03	8.23	3.213	1.553	0.036
1/8/2020	0.00	12.58	7.83	3.044	1.659	0.039
1/9/2020	0.00	12.57	7.86	3.005	1.663	0.040
1/10/2020	0.00	14.43	7.54	3.340	3.281	0.264
1/11/2020	0.00	61.25	40.54	11.435	9.012	0.264
1/12/2020	2.85	56.53	42.42	8.406	5.440	0.264
1/13/2020	0.00	34.33	23.88	6.038	4.248	0.161
1/14/2020	0.00	30.31	21.68	4.922	3.581	0.127
1/15/2020	0.00	26.27	18.31	4.611	3.249	0.098
1/16/2020	0.00	23.68	16.09	3.985	3.528	0.081
1/17/2020	0.00	21.73	14.53	3.867	3.238	0.097
1/18/2020	0.00	29.87	17.35	7.976	4.450	0.097
1/19/2020	0.00	24.91	14.35	6.751	3.712	0.097
1/20/2020	0.83	22.03	13.68	4.978	3.282	0.097
1/21/2020	0.00	20.46	12.80	4.538	3.049	0.070
1/22/2020	0.08	19.25	11.91	4.325	2.954	0.067
1/23/2020	0.27	18.66	11.76	4.097	2.729	0.067
1/24/2020	0.00	22.04	12.46	5.584	3.914	0.074
1/25/2020	0.00	20.13	10.64	4.792	4.623	0.074
1/26/2020	0.26	19.24	9.75	4.786	4.624	0.074
1/27/2020	0.00	18.79	11.10	4.422	3.210	0.063
1/28/2020	0.00	17.96	10.99	4.398	2.513	0.061
1/29/2020	0.00	17.31	10.92	4.124	2.203	0.058
1/30/2020	0.00	16.93	10.91	3.955	2.002	0.055
1/31/2020	0.00	16.56	10.67	3.961	1.862	0.068
Total	4.29	672.99	425.70	147.194	97.347	2.745
Average	0.14	21.71	13.73	4.748	3.140	0.089
Minimum	0.00	12.57	7.54	3.005	1.553	0.036
Maximum	2.85	61.25	42.42	11.435	9.012	0.264
# of data	31	31	31	31	31	31

ATTACHMENT

C



SAFETY MEETING
February 20, 2020
1:30 pm
Agenda

I. Safety Minutes

Review minutes from January 2020

II. Old Business

A. No lost time accidents for January 2020

B. Oil container/containment organization

✓ Securing quantity and alternative pricing

III. New Business

A. Safety Training & Literature

1. Back Safety Update
2. IPRF Risk Reminder: Back Exercises

B. Safety Concerns

C. Safety Team Leader Report

D. Open Discussion

1. Welcome O&M Apprentice/Specialist Andy Summers and Nick Tucker
2. DTS software training schedule

Next Meeting: Tuesday, March 10, 2020 1:30pm

Risk Reminder

Back Exercises

Back exercises strengthen the back and help protect you from accidental injury. Do these exercises daily and you'll be doing your back a favor.

Leg Lift

- Lie on your back with one leg straight in front of you and the other bent.
- Press your lower back into the floor.
- Slowly raise the straight leg as far as you can.
- Hold for 10 seconds and relax.
- Repeat 5 to 10 times.
- Repeat the sequence with the other leg.

Bent-Knee Sit-Ups

- Lie on your back with knees bent, feet flat and your lower back pressed into the floor (pelvic tilt).
- Cross your arms across your chest (or lace your fingers behind your head).
- Tighten your stomach muscles and slowly raise your shoulders off the floor. Do not curl your head forward.
- Hold for 10 seconds then return to your starting position.
- Repeat 5 to 10 times.

Hamstring Stretch

- Lie on your back with one leg straight in front of you and the other bent.
- Press your lower back into the floor.
- Pull the knee of the bent leg as far into your chest as you can.
- Holding the ankle of the bent leg, slowly try to straighten the leg.
- Hold for 10 seconds and relax.
- Repeat 5 to 10 times.
- Repeat the sequence with the other leg.

Pelvic Tilt

- Lie on your back with knees bent and feet flat on the floor.
- Slowly tighten your stomach and buttocks as you press your lower back into the floor.
- Hold for 10 seconds and relax.
- Repeat the sequence 5 to 20 times.

**Avoid
This.....**



**Making
Your
Back
Work
for You!**



Exercise

Over...
(Please Read)

The Mechanics of Lifting



The elements of your back...

- ▶ moveable bones (vertebrae)
- ▶ shock absorbers (discs) between the vertebrae
- ▶ ligaments and muscles that keep the back aligned in three balanced curves

How
Your
Back
Works

Unsafe lifting...is any lifting that upsets your back's alignment, such as:

- ▶ bending at the waist to pick up or put down an object.
- ▶ twisting as you lift or put down an object.

Safe lifting...keeps your back in alignment. You do this by:

- ▶ bending your knees instead of your back.
- ▶ holding the load close to you.
- ▶ lifting straight up, then turning the whole body by moving one foot at a time.



Remember...

Before you lift, ask yourself:

“Does it have to be lifted?”

If so, are there mechanical aides available?”

“Can I lift it alone?”

“Is it too big or awkward?”

“Do I have a clear path and good footing?”



SAFETY MEETING
January 14, 2020
1:30pm
Minutes

In attendance:

Melanie Gossett, Facilitator

Dustin Scheppler	Shaun Ownbey	Jack Renchen	Dan Combs
Shawn Malone	Nick Scheppler	Jim Churney	Ron Haney
Brian Powers	Mike Gowler	Bryan Kennedy	Josh Peters
John Lund	Max Gossett	Mike Arseneau	

Absent:

Kurt Mraz

I. Safety Minutes

Minutes from December 12, 2019 were reviewed and approved.

II. Old Business

- A. No lost time accidents for the month of December 2019.
- B. Oil container/containment organization
 - ✓ Full product list and needs are being considered.

III. New Business

A. Safety Training & Literature

- 1. Training video *Wastewater Microbiology* was presented.
- 2. An introduction to the new microscope used for identifying microorganisms was given.

B. Safety Concerns

- 1. Please take caution around bar screen #3. It is out of service for repair.
 - ✓ Repaired and back in service.

ATTACHMENT

D

FIELD CALIBRATION SHEET

COMPANY: KRMA

CITY: KANKAKEE

FLOW METER MODEL: Siemens Hydro Ranger #1

Influent February 3rd, 2020

PRIMARY DEVICE: Flume

FLOW: 0-73 MGD

MEASURING DEVICE: Ultrasonic

CHECK POINTS:

LEVEL? YES

FREE FLOWING? Yes

TURBULENCE? Yes

BLOCKAGE? NO

SURFACE BUILD-UP? No

HEAD MEASURING DEVICE MOUNTED PROPERLY? YES

BLOCKAGE IN HEAD MEASURING DEVICE? NO

IS FLOW METER PROGRAMMED CORRECTLY? YES

CALIBRATION:

NOTE: THE ZERO POINT FOR MEASURING MUST BE LEVEL WITH THE WEIR CREST OR FLUME ZERO POINT:

A) IF POSSIBLE, CUT-OFF FLOW & SET LEVEL TO 0.000FT

LEVEL BEFORE:

LEVEL AFTER:

B) IF FLOW CANNOT BE CUT-OFF, ADJUST LEVEL ON METER TO MEASURED POINT:

LEVEL BEFORE: Target Set 28.0 MGD As Found 28.03 MGD LEVEL AFTER: 28.03 MGD

LEVEL FLOW CONVERSION CHECK:

WITH FLOW THRU PRIMARY DEVICE, CHECK LEVEL TO FLOW CONVERSION WITH HANDBOOK OR PRIMARY DEVICE DATA SHEET: YES/OK

TOTALIZER CHECK:

WITH FLOW GOING THRU PRIMARY DEVICE, VERIFY THAT TOTAL FLOW IS INTEGRATING PROPERLY USING TIMED RATE METHOD: YES/OK

CALIBRATED BY: BRIAN SCHEPPLER

DATE: 2/3/2020

BC SYSTEMS INC.
2778 N. 4000 E. ROAD
BOURBONNAIS ILLINOIS 60914
PHONE: 1-815-671-1257
FAX: 1-815-802-0219

FIELD CALIBRATION SHEET

COMPANY: KRMA

CITY: KANKAKEE

FLOW METER MODEL: Siemens Hydro Ranger #2

INFLUENT February 3rd, 2020

PRIMARY DEVICE: Flume

FLOW: 0-73.425 MGD

MEASURING DEVICE: Ultrasonic

CHECK POINTS:

LEVEL? YES

FREE FLOWING? Yes

TURBULENCE? NO

BLOCKAGE? NO

SURFACE BUILD-UP? No

HEAD MEASURING DEVICE MOUNTED PROPERLY? YES

BLOCKAGE IN HEAD MEASURING DEVICE? NO

IS FLOW METER PROGRAMMED CORRECTLY? YES

CALIBRATION:

NOTE: THE ZERO POINT FOR MEASURING MUST BE LEVEL WITH THE WEIR CREST OR FLUME ZERO POINT:

A) IF POSSIBLE, CUT-OFF FLOW & SET LEVEL TO 0.000FT

LEVEL BEFORE:

LEVEL AFTER:

B) IF FLOW CANNOT BE CUT-OFF, ADJUST LEVEL ON METER TO MEASURED POINT:

LEVEL BEFORE: Target Set 28.0 MGD AS Found 28.200 MGD

LEVEL AFTER: 28.08 MGD

LEVEL FLOW CONVERSION CHECK:

WITH FLOW THRU PRIMARY DEVICE, CHECK LEVEL TO FLOW CONVERSION WITH HANDBOOK OR PRIMARY DEVICE DATA SHEET: YES/OK

TOTALIZER CHECK:

WITH FLOW GOING THRU PRIMARY DEVICE, VERIFY THAT TOTAL FLOW IS INTEGRATING PROPERLY USING TIMED RATE METHOD: YES/OK

CALIBRATED BY: BRIAN SCHEPPLER

DATE: 2/3/2020

BC SYSTEMS INC.
2778 N. 4000 E. ROAD
BOURBONNAIS ILLINOIS 60914
PHONE: 1-815-671-1257
FAX: 1-815-802-0219

FIELD CALIBRATION SHEET

COMPANY: KRMA

CITY: BRADLEY/ RIVER DRIVE

FLOW METER MODEL: Isco Signature

INFLUENT February 3, 2020

PRIMARY DEVICE: PHARSHAL

FLOW: 0-21.36

MEASURING DEVICE: ULTRASONIC

CHECK POINTS:

LEVEL? YES

FREE FLOWING? NO

TURBULENCE? Yes

BLOCKAGE? NO

SURFACE BUILD-UP? NONE

HEAD MEASURING DEVICE MOUNTED PROPERLY? YES

BLOCKAGE IN HEAD MEASURING DEVICE? NO

IS FLOW METER PROGRAMMED CORRECTLY? YES

CALIBRATION:

NOTE: THE ZERO POINT FOR MEASURING MUST BE LEVEL WITH THE WEIR CREST OR FLUME ZERO POINT:

A) IF POSSIBLE, CUT-OFF FLOW & SET LEVEL TO 0.000FT
LEVEL BEFORE:

LEVEL AFTER:

B) IF FLOW CANNOT BE CUT-OFF, ADJUST LEVEL ON METER TO MEASURED
POINT:

LEVEL BEFORE: Target 16.00" Level reading 16.017"

LEVEL AFTER: 16.017"

LEVEL FLOW CONVERSION CHECK:

WITH FLOW THRU PRIMARY DEVICE, CHECK LEVEL TO FLOW CONVERSION WITH
HANDBOOK OR PRIMARY DEVICE DATA SHEET: YES/OK

TOTALIZER CHECK:

WITH FLOW GOING THRU PRIMARY DEVICE, VERIFY THAT TOTAL FLOW IS
INTEGRATING PROPERLY USING TIMED RATE METHOD: YES/OK

CALIBRATED BY: BRIAN SCHEPPLER

DATE: 2/3/2020

BC SYSTEMS INC.
2778 N. 4000 E. ROAD
BOURBONNAIS ILLINOIS 60914
PHONE: 1-815-671-1257
FAX: 1-815-802-0219

FIELD CALIBRATION SHEET

COMPANY: KRMA

CITY: KANKAKEE/BROOKMONT

FLOW METER MODEL: ISCO Signature

INFLUENT February 3, 2020

PRIMARY DEVICE: PHARSHAL

FLOW: 0-516 GPM 0-13.20 IN

MEASURING DEVICE: ULTRASONIC

CHECK POINTS:

LEVEL? YES

FREE FLOWING? YES

TURBULENCE? NO

BLOCKAGE? No

SURFACE BUILD-UP? NONE

HEAD MEASURING DEVICE MOUNTED PROPERLY?

BLOCKAGE IN HEAD MEASURING DEVICE? NO

IS FLOW METER PROGRAMMED CORRECTLY? Yes

CALIBRATION:

NOTE: THE ZERO POINT FOR MEASURING MUST BE LEVEL WITH THE WEIR CREST OR FLUME ZERO POINT:

A) IF POSSIBLE, CUT-OFF FLOW & SET LEVEL TO 0.000FT

LEVEL BEFORE:

LEVEL AFTER:

B) IF FLOW CANNOT BE CUT-OFF, ADJUST LEVEL ON METER TO MEASURED POINT:

LEVEL BEFORE: Target 24.125" Level 24.342"

LEVEL AFTER: 24.122"

LEVEL FLOW CONVERSION CHECK:

WITH FLOW THRU PRIMARY DEVICE, CHECK LEVEL TO FLOW CONVERSION WITH HANDBOOK OR PRIMARY DEVICE DATA SHEET:

TOTALIZER CHECK:

WITH FLOW GOING THRU PRIMARY DEVICE, VERIFY THAT TOTAL FLOW IS INTEGRATING PROPERLY USING TIMED RATE METHOD:

CALIBRATED BY: Brian Scheppler

DATE 2/3/2020

BC SYSTEMS INC.
2778 N. 4000 E. ROAD
BOURBONNAIS ILLINOIS 60914
PHONE: 1-815-671-1257
FAX: 1-815-802-0219

FIELD CALIBRATION SHEET

COMPANY: KRMA

CITY: KANKAKEE/RIVERLANE

FLOW METER MODEL: Isco Signature

INFLUENT February 3, 2020

PRIMARY DEVICE: PHARSHAL

FLOW: 0-516 GPM 0-13.20 IN

MEASURING DEVICE: ULTRASONIC

CHECK POINTS:

LEVEL? YES

FREE FLOWING? Yes

TURBULENCE? NO

BLOCKAGE? None

SURFACE BUILD-UP? Yes

HEAD MEASURING DEVICE MOUNTED PROPERLY? Yes

BLOCKAGE IN HEAD MEASURING DEVICE? NO

IS FLOW METER PROGRAMMED CORRECTLY? Yes

CALIBRATION:

NOTE: THE ZERO POINT FOR MEASURING MUST BE LEVEL WITH THE WEIR CREST OR FLUME ZERO POINT:

- A) IF POSSIBLE, CUT-OFF FLOW & SET LEVEL TO 0.000FT
LEVEL BEFORE:
LEVEL AFTER:
- B) IF FLOW CANNOT BE CUT-OFF, ADJUST LEVEL ON METER TO MEASURED POINT
- C) LEVEL BEFORE: TARGET SET 24.125 Level 24.257"
LEVEL AFTER: 24.123"

LEVEL FLOW CONVERSION CHECK:

WITH FLOW THRU PRIMARY DEVICE, CHECK LEVEL TO FLOW CONVERSION WITH HANDBOOK OR PRIMARY DEVICE DATA SHEET:

TOTALIZER CHECK:

WITH FLOW GOING THRU PRIMARY DEVICE, VERIFY THAT TOTAL FLOW IS INTEGRATING PROPERLY USING TIMED RATE METHOD:

CALIBRATED BY: Brian Scheppler

DATE: 2/3/2020

BC SYSTEMS INC.
2778 N. 4000 E. ROAD
BOURBONNAIS ILLINOIS 60914
PHONE: 1-815-671-1257
FAX: 1-815-802-0219

FIELD CALIBRATION SHEET

COMPANY: KRMA

CITY: Kankakee Influent

FLOW METER MODEL: Isco Laser Flow

INFLUENT February 4th, 2020

PRIMARY DEVICE: 72" PIPE

FLOW: 0-115 MGD

MEASURING DEVICE:

CHECK POINTS:

LEVEL? YES

FREE FLOWING? Yes

TURBULENCE? NO

BLOCKAGE? NO

SURFACE BUILD-UP? Foam

HEAD MEASURING DEVICE MOUNTED PROPERLY? YES

BLOCKAGE IN HEAD MEASURING DEVICE? NO

IS FLOW METER PROGRAMMED CORRECTLY? YES

CALIBRATION:

NOTE: THE ZERO POINT FOR MEASURING MUST BE LEVEL WITH THE WEIR CREST OR FLUME ZERO POINT:

A) IF POSSIBLE, CUT-OFF FLOW & SET LEVEL TO 0.000FT

LEVEL BEFORE:

LEVEL AFTER:

B) IF FLOW CANNOT BE CUT-OFF, ADJUST LEVEL ON METER TO MEASURED POINT:

LEVEL BEFORE: Target level 43" As found 43.209"

LEVEL AFTER: 43.209"

LEVEL FLOW CONVERSION CHECK:

WITH FLOW THRU PRIMARY DEVICE, CHECK LEVEL TO FLOW CONVERSION WITH HANDBOOK OR PRIMARY DEVICE DATA SHEET: YES/OK

TOTALIZER CHECK:

WITH FLOW GOING THRU PRIMARY DEVICE, VERIFY THAT TOTAL FLOW IS INTEGRATING PROPERLY USING TIMED RATE METHOD: YES/OK

CALIBRATED BY: BRIAN SCHEPPLER

DATE: 2/4/2020

BC SYSTEMS INC.
2778 N. 4000 E. ROAD
BOURBONNAIS ILLINOIS 60914
PHONE: 1-815-671-1257
FAX: 1-815-802-0219

FIELD CALIBRATION SHEET

COMPANY: KRMA

CITY: BOURBONNAIS/New

FLOW METER MODEL: Isco Laser Flow

INFLUENT February 4th, 2020

PRIMARY DEVICE: 36" PIPE

FLOW: 0-21.36 MGD

MEASURING DEVICE:

CHECK POINTS:

LEVEL? YES

FREE FLOWING? Yes

TURBULENCE? NO

BLOCKAGE? NO

SURFACE BUILD-UP? None

HEAD MEASURING DEVICE MOUNTED PROPERLY? YES

BLOCKAGE IN HEAD MEASURING DEVICE? NO

IS FLOW METER PROGRAMMED CORRECTLY? YES

CALIBRATION:

NOTE: THE ZERO POINT FOR MEASURING MUST BE LEVEL WITH THE WEIR CREST OR FLUME ZERO POINT:

A) IF POSSIBLE, CUT-OFF FLOW & SET LEVEL TO 0.000FT

LEVEL BEFORE:

LEVEL AFTER:

B) IF FLOW CANNOT BE CUT-OFF, ADJUST LEVEL ON METER TO MEASURED POINT:

LEVEL BEFORE: Target level 17.75" As found 17.846"

LEVEL AFTER: 17.846" No adjustments made due to ISCO recommendations

LEVEL FLOW CONVERSION CHECK:

WITH FLOW THRU PRIMARY DEVICE, CHECK LEVEL TO FLOW CONVERSION WITH HANDBOOK OR PRIMARY DEVICE DATA SHEET: YES/OK

TOTALIZER CHECK:

WITH FLOW GOING THRU PRIMARY DEVICE, VERIFY THAT TOTAL FLOW IS INTEGRATING PROPERLY USING TIMED RATE METHOD: YES/OK

CALIBRATED BY: BRIAN SCHEPPLER

DATE: 2/4/2020

BC SYSTEMS INC.
2778 N. 4000 E. ROAD
BOURBONNAIS ILLINOIS 60914
PHONE: 1-815-671-1257
FAX: 1-815-802-0219

ATTACHMENT

E

DATE: **January 2020**

TO: Kankakee River Metropolitan Agency Board

FROM: Melanie Gossett, Assistant Superintendent Technical Services

RE: January 2020 Report on KRMA's Pretreatment Program – Trucked-in Wastewater

A. January 2020 pretreatment sample analyses (metals, cyanide & VOA) for the permitted industries were a total of **78** samples and a total of **581** analyses.:

GML	7 samples	NGPL	8 samples
Kankakee RDF	1 sample	Hoffman	6 samples
Laraway	7 sample	Prairie View	6 samples
Solvay	0 samples	Newton Co.	14 samples
Liberty	10 samples	Livingston	9 samples
TCS	10 samples		

B. Volumes received for January 2020 from trucked-in industries:

Newton Co.	2,593,084 gals	389 loads
Prairie View RDF	144,591 gals	24 loads
Kankakee RFD	21,000 gals	3 loads
Laraway RDF	240,843 gals	38 loads
Natural Gas Pipeline (NGPL)	100,000 gals	20 loads
Gilster-Mary Lee (GML)	70,000 gals	14 loads
Hoffman Transportation	60,000 gals	12 loads
Solvay	0 gals	0 loads
Liberty Landfill	600,159 gals	96 loads
Livingston Landfill	164,827 gals	26 loads
Tank Cleaning Solutions	152,301 gals	29 loads
Total	4,146,805 gals	651 loads

C. The KRMA facility received a total of **168 loads** of septage which totaled **433,600 gallons** for the month of January 2020.

D. The monthly reports prepared:

1. NPDES Report
2. Plant Flow Summary Report
3. Trucked-in Haulers User Charge Bills (13)
4. Trucked-in Haulers Loading Report
5. Trucked-in Haulers Flow Summary

Date	Kankakee	Laraway				Hoffman	Newton Co.	Newton Co.		Livingston	Liberty	TCS	Monthly	
2020	RDF	RDF	NGPL	Gilster-ML	PrairieView	Transportation	Landfill	Stormwater	Solvay	Landfill	Landfill		Total	# Loads
January	21,000	240,843	100,000	70,000	144,591	60,000	2,593,084	0	0	164,827	600,159	152,301	4,146,805	651
February														
March														
April														
May														
June														
July														
August														
September														
October														
November														
December														
TOTAL														

Average 21,000 240,843 100,000 70,000 144,591 60,000 2,593,084 0 0 164,827 600,159 152,301 4,146,805 651

5/1/2016 4.9 4.9 7.1 7.1 4.9 4.9 4.2 2.0 11.4 4.9 4.9 7.1

As of 5/1/2020 5.6 5.6 8.2 8.2 5.6 5.6 5.6 2.3 13.1 5.6 5.6 8.2

LeachateTOTAL1.xls