

## AGENDA

### KANKAKEE RIVER METROPOLITAN AGENCY MEETING Tuesday, January 26, 2021 At 3PM

**Location: REMOTE MEETING HELD VIA TELECONFERENCE/VIDEO CONFERENCE**

On June 26, 2020, Governor Pritzker issued the fifth Gubernatorial Disaster Proclamation for all counties in the State of Illinois. Due to the COVID-19 health pandemic, Chair Chasity Wells-Armstrong has determined that an in-person meeting is not practical or prudent. As permitted by Public Act 101-0640, this meeting will be held without the physical presence of a quorum at the meeting location.

**Directors, staff, participants and the public may attend by phone or video conference using the following:**

<https://www.gotomeeting.com>

**or dial 1 (872) 240-3212 when prompted enter conference PIN Access Code: 318-571-101**

The public will be offered an opportunity to speak during the public comment portion per the agenda below.

- I. Roll Call**
- II. Public Comment**
- III. Approval of Board Minutes**
  - A. December 15, 2020 – Regular Board Meeting
- IV. Reports**
  - A. Operations & Maintenance Report
    1. Monthly Report
  - B. Executive Director Report
    1. Water, Gas & Electric Use/Cost
    2. Hauled in Waste Summary
    3. Operations Report
  - C. Financial Report
    1. Reports
    2. Hauled in Waste Report
    3. Flows Graphs
  - D. Communications
- V. Old Business**
  - A. Approval of an Intergovernmental Agreement with Kankakee County Concerning E-Waste.
  - B. Blowers Update
  - C. Capacity Analysis
  - D. Leachate Treatment Agreement w/ Republic Services
- VI. New Business**
  - A. Families First Coronavirus Response Act: Employee Paid Leave
  - B. Vaccine for COVID-19
  - C. Response Letter to IEPA Violation Letter
  - D. 2021 Board Meeting Times
  - E. Donation to the Annual African American Civic Leaders Scholarship
  - F. Approval of Agreement with Megaplex I.T. Solutions, Inc. for certain IT maintenance work

**I. Executive Session**

A. Personnel & Probable or Imminent Litigation

**VII. Next Meeting**

**Tuesday, February 23, 2021 (3:00 P.M. in KRMA Boardroom OR via [www.gotomeeting.com](http://www.gotomeeting.com))**

**KANKAKEE RIVER METROPOLITAN AGENCY**  
**MINUTES**  
**December 15, 2020 - 3:00 P.M**

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In attendance:

**Location: REMOTE MEETING HELD VIA TELECONFERENCE/VIDEO CONFERENCE**

**Board of Directors:**

Mayor Chasity Wells-Armstrong, City of Kankakee  
Mayor Paul Schore, Village of Bourbonnais  
Mayor Brian Stump, Village of Aroma Park  
Financial Director 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  
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

**Other:**

Dan Small, Strand Associates

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 Comment**

None

III. **Approval of Board Minutes**

A. **November 17, 2020 - Regular Board Meeting** - Motion to approve the November 17, 2020 Regular Board Meeting minutes was made by: Dir. Wakat and seconded by Dir Stump. Dir Schore, Dir Wakat, Dir Stump, Dir Brown, Dir Kubal, and Chairperson Wells-Armstrong, voted in favor, Dir Romo voted Abstained. Motion Carries.

IV. **Reports**

A. **Operations & Maintenance Report**

1. **Monthly Report**

Art presented the KRMA'S MOR. He stated the flows were low due to the lack of rain for the whole month. Lack of rain effects the amount of hauled in waste KRMA receives.

B. **Executive Director Report**

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

Exec. Dir. Dave Tyson presented the monthly utility sheet. All utilities look in order except for water due to Aqua's meter readings. Aqua is aware of the problem and has informed us that the meter needs to be replaced.

2. **Hauled In Waste Summary**

Exec. Dir. Tyson pointed out our Hauled-In Waste is down for this month due to lack of rain causing low flows.

3. **Operations Report**

Exec Dir Dave Tyson stated several items that are being performed. For instance, KRMA received a notice of violation from the IEPA for ammonia. This is being addressed and there will be a report for January's board meeting. Capacity study is still ongoing. There have been a couple situations of COVID-19, where employees had to go get tested. However, KRMA is following the CDC guidelines and there is no COVID cases at this time at KRMA. Also, there's a problem with the generator that was fixed last year. They are asking KRMA to pay for repair; we are contesting that action. CAT Inc. is working out solution. Art also reiterated that the notice of violation from IEPA was based on the new permit for ammonia levels and we are addressing the violation.

C. **Financial Report**

1. **Reports**

Karen Benson stated the Statement of Net Position shows a strong cash position in the current assets. Statement of Revenue & Expenses shows most of the lines are in line with the actual vs budget for the month. YTD is still looking good.

2. **Hauled In Waste Report**

Karen Benson stated KRMA is a little bit over in the Hauled In Waste income, which is good.

3. **Flows Graphs**

Karen Benson stated the flow graphs are fairly in line when you look at the trends from prior years. There are some variances here and there.

D. **Communications**

1. **Local Union 4.7% Rate Increase**

Dave presented a letter that was received from Local 399. There is an increase in the insurance effective December 1, 2020, which will change the rate from \$1109 up to \$1161, a 4.7% increase for the Health and Welfare benefit for Union Employees.

V. **Old Business**

A. **E-Waste update**

Exec Dir Dave Tyson stated he talked to Delbert. Delbert is still waiting on the State's Attorney to get the Intergovernmental Agreement out to all the municipalities attorneys and KRMA's attorney for review.

B. **Blowers Update**

Dan Small stated he has been trying to get an update from Atlas Copco to see if blowers were sent to Texas for performance testing. No correspondence as of today. Neal reiterated he has not received any update as well, however, Atlas Copco was put on notice that after March 19, 2021 KRMA will be looking for liquidated damages.

C. **Capacity Analysis**

Dan Small acknowledged KRMA is faced with two scenarios: continuing to treat Newton County versus going without it. This shows two different capital improvement needs. They have been identified, and Strand Associates are going through the developing cost process. Dan also stated he would like to setup a meeting with KRMA Staff the 1<sup>st</sup> week in January to talk through the draft for capacity analysis along with the rate study to be ready to present to the Board by January's board meeting.

VI. **New Business**

A. **Rate Study Update**

Dan Small stated Strand Associates is calling the rate study "cost of service" because they're looking at the total cost to KRMA. The cost will be divvied up between the municipalities. This study is in conjunction with the capacity evaluation; therefore, they will be presented together.

B. **Approval for Leachate Treatment Agreement w/ Republic Services**

Attorney Neal stated this is a short-term agreement for what KRMA is charging for the leachate w/ the idea that something longer term will be in place once the capacity analysis is complete. Art discussed the rate charges if the Board decides to continue to accept Republic Services leachate, which consist of three landfills, hauled in waste with a minimum of 90,000 gallons and maximum of 120,000 gallons. Art stated he feels the plant can handle a max of 120,000 gallons per day. Art also mentioned that Republic Services has requested a permit from the State to allow them to inject the leachate in the ground. At this time there has not been a decision due to the public requesting additional information. Art and Dir Schore also remind everyone that accepting Republic Services hauled in waste brings in revenue, which then helps keep the cost down for the residents. Dir Wakat asked how much it costs to run the plant. Art and Karen agreed on approximately 12 million. Dir Wakat stressed concerns regarding accepting the leachate. Dan Small stated that he will have answers to all concerns once he finishes the capacity analysis and cost of service study. Dir Romo asked, "do we need an agreement?" Attorney Neal stated a short-term agreement is needed so KRMA can have predictability of the minimum amount of loads that they will bring, however, the agreement can be shorter than a year. Art added, yes, Republic Services wants an agreement for their budget purposes as well. Dir Stump asked, "when does our current agreement expire?" Art replied May 22, 2021. Attorney Neal stated there's a provision in the agreement that a new or revised agreement must be submitted within 90 days of existing agreement or the previous agreement stands. Dir Wakat asked, how often has Republic Services exceeded the guidelines of metals in their loadings. Melanie stated, they have had loads that have exceeded the regulation guidelines; however, with the pretreatment regs, Republic Services is held to a certain number of excursions on those metals and if they violate more than they are allowed, they are placed in significant noncompliance, which will put them in violation. They have not reached that level of significance within the last 12 months to be in violation. Dir Romo stated he would only feel comfortable if the equipment usage matches the timespan of the contract with Republic Services.

C. **Approval of 2021 Agenda Board Meeting Dates**

Chairperson Wells-Armstrong stated board meetings are held on the 3<sup>rd</sup> Tuesday of the month except for January and February. Those two months will be held on the 4<sup>th</sup> Tuesday due to holidays and county board meetings. Motion to approve 2021 Agenda Board Meeting Dates was made by Dir Kubal and second by Dir Schore. All voted in favor. Motion Carries.

D. **Approval to renew required ERISA Fidelity Bond and Fiduciary Liability Insurance**

Karen Benson presented two insurance policies giving explanation of each. They are up for renewal. They are 3-year policies required under ERISA, since we administer a 401K Plan. All the provisions are the same, only the amount of the policy changed from \$110,000 to \$180,000. Due to the increase of coverage, the rate will increase as well between \$2300 to \$3500 for both policies. Motion to approve renewal for ERISA Fidelity Bond and Fiduciary Liability Insurance was made by Dir Wakat and second by Dir Schore. All voted in favor. Motion Carries.

VII. **Executive Session**

No Update

VIII. **Next Meeting**

Next Regular Board Meeting- **Tuesday, January 26, 2021 (3:00 P.M. via gotomeeting.com)**

Motion to Adjourn was made by: Dir. Brown and seconded by Dir. Wakat. All voted in favor. Motion Carried.



*Kankakee River Metropolitan Agency*

*Providing Wastewater Treatment to the Kankakee River Valley*

*HAPPY HOLIDAYS EVERYBODY*



**Monthly Operations Report**

**December 2020**

**KRMA’s DECEMBER HIGHLIGHTS:**

With the close of year 2020, the nation looks forward to 2021. The new year hold many challenges for the incoming Federal Governmental Administration as well as State Governments.

At the top of that list is the COVID-19 pandemic. At present water workers are in Phase 1c for the COVID vaccine distribution. There are water sector associations which are recommending that water workers be included in Phase 1b. The Kankakee River Metropolitan Agency will offer all employees the vaccine by request when the vaccine become available.

Strand Associates prepared a draft plan for the facility capacity loadings and a cost-of-service study for the next 20 years. Presentation and discussing to be held at the January’s KRMA Board Meeting.

Annual Bio-solids reporting for the 2020 completed for IEPA and USEPA.

The month of December, the KRMA staff met all limits of the Illinois Environmental Protection Agency NPDES (National Pollutant Discharge Elimination System) 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)	315.85	189.91	88.227	36.528	1.186
Daily Average Flow (MGD)	10.19	6.13	2.846	1.178	0.038

### 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	6 mg/l
Total Suspended Solids (TSS) - Monthly Average	25 mg/l	10 mg/l
PH	6-9 SU	7.48 SU
Chlorine Residual	0.05 mg/l	N/A
Fecal Coliform	400/100 ml	N/A

### ODOR ISSUES:

- There were one odor complaints registered at the KRMA facility in December.
- There were no odor complaints registered at the East Gate site in December.

### 4.0 PERSONNEL

The Agency would like to Congratulate these KRMA employees for December work anniversaries. Thank you all for being such a valuable and loyal member of our team. Your knowledge, hard work and dedication is greatly appreciated.

Dustin Scheppler, Assistant Superintendent, 12 years

Nick Scheppler, EIC Instrument Specialist, 8 years

The Agency would like to say “HAPPY BIRTHDAY” to all the employees’ born in December.

Employees’ continue to follow the COVID-19 Warning signs and Safety Tips. One of the best ways to help keep workers healthy is to stay home **except** for necessary outings, and when you do go out for the necessities, there are steps you can take to minimize the risk of spreading illness.



**5.0 MAINTENANCE AND REPAIR**

Number of Work Orders Closed for the Month:	1073
Hours of Scheduled Work Orders Performed:	764

**6.0 SLUDGE HANDLING**

Start Date: 12/01/2020  
End Date: 12/31/2020

Gallons of sludge produced and sent to thickening:	2,438,453.00
Gallons of sludge put into storage after thickening:	783,600.00
Sludge removed from the plant for land application:	3,048,000.00
Sludge remaining in storage as of December 31st:	665,000.00

**7.0 WATER USAGE**

DECEMBER 2020 (29 DAYS): 52,804 CU FT= 289,000 GALS. = \$1642.38

NUMBER OF DAYS IN THE BILLING CYCLE: 29

THE NUMBER'S FOR DECEMBER IS FROM KRMA METER READINGS

# Service Requests

12/1/2020 To 12/31/2020

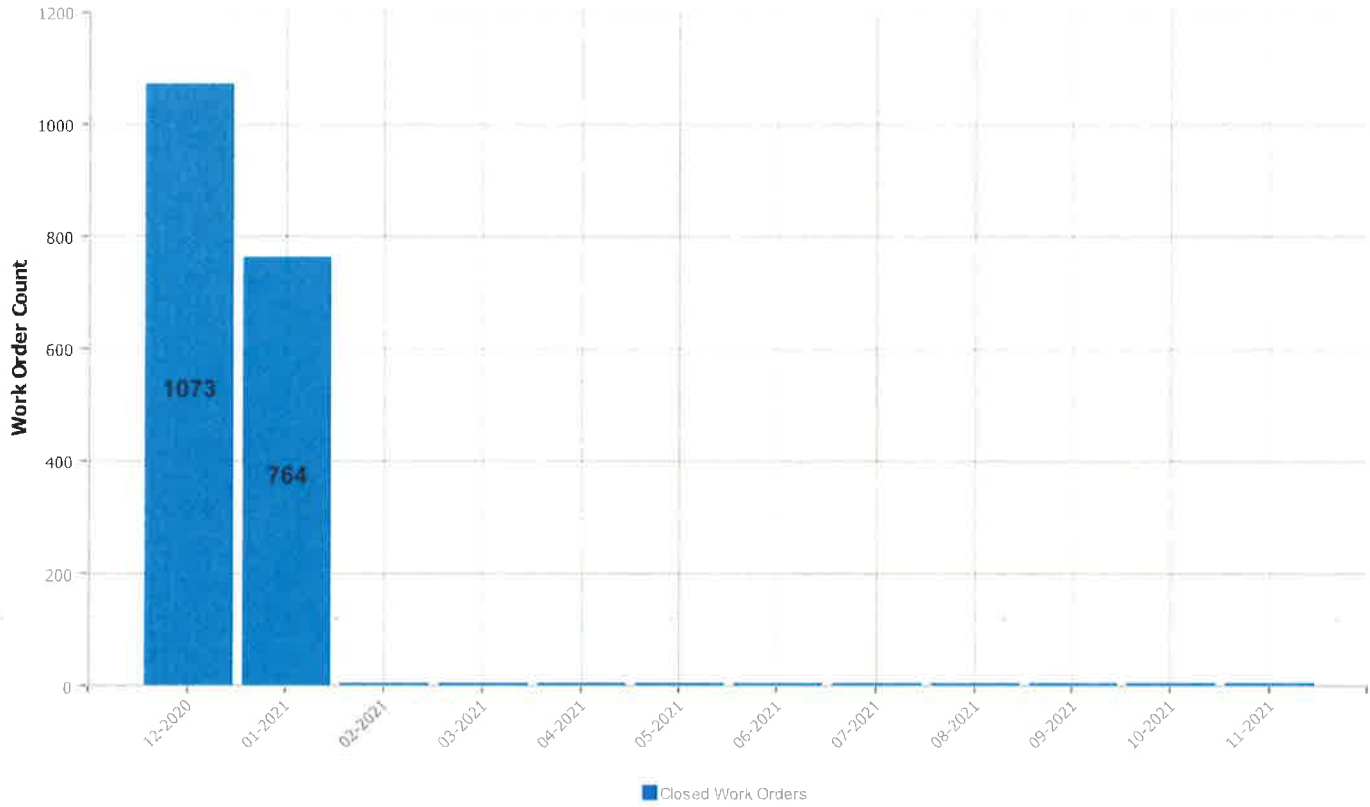
ID	Issue	Status	Caller
Logged By	Description	Closed By	
Logged Date	Response	Date	
SR-122820-1	Odor Complaint	Closed	John Henkelman
Dscheppler	Nasty Odor.	dscheppler	
12/28/2020	Reviewed Trending On Odor Control Unit. All Systems Functioning. No Obvious Source Of Odor.	12/28/2020	



# Work Orders Closed By Month

From December, 2020 to November, 2021

1600 West Brookmont Blvd.  
Kankakee, IL 60901  
Phone: 815-933-0444  
Fax: 815-933-0104

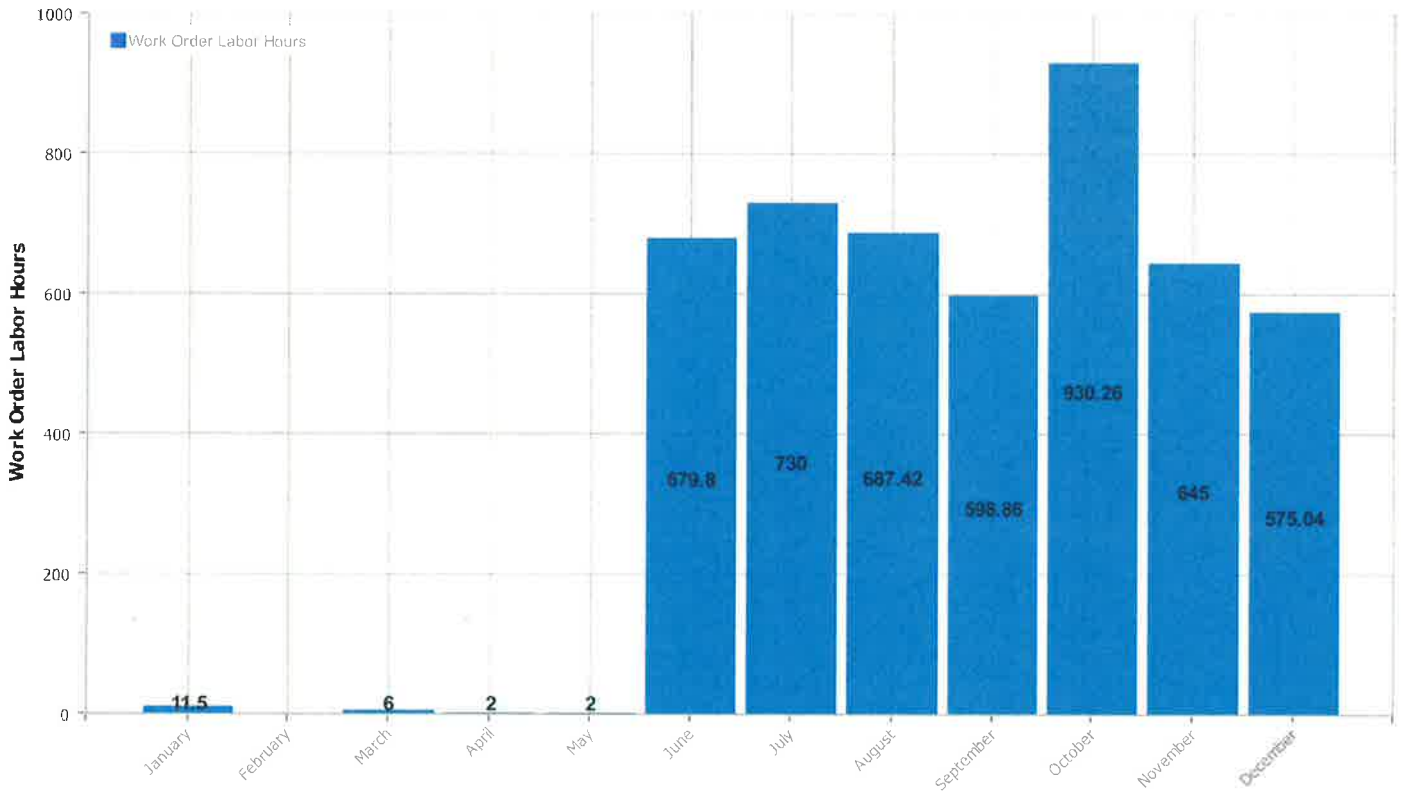




# Work Order Labor Hours by Month

1600 West Brookmont Blvd.  
Kankakee, IL 60901  
Phone: 815-933-0444  
Fax: 815-933-0104

2020



# **ATTACHMENT**

## **A**

**DMR Monthly Report**

12/1/2020 to 12/31/2020

Var #	452	159	119	236	454	351	113	237	386
	EFF FLOW	001 Eff pH	FINAL EFF TSS	Weekly ave Eff TSS	EFF TSS	WeeklyAv eEffTSS	EFF-C-BOD	Weekly Ave EffCBOD	EFF C-BOD
Date	MGD	STD UNIT	mg/L	MG/L	LBS/D	LBS/Day	mg/l	MG/L	lbs/day
12/1/2020	9.809	7.39	10		818		5		409
12/2/2020	9.552	7.54	11		876		4		319
12/3/2020	9.415	7.63	13		1,021		13		1,021
12/4/2020	9.408	7.84	6		471				
12/5/2020	9.120		8	9	608	738	9	6	685
12/6/2020	8.956		10		747		6		448
12/7/2020	9.117	7.58	10		760		8		608
12/8/2020	9.188	7.54	12		920		10		766
12/9/2020	8.979	7.44	13		974		6		449
12/10/2020	8.833	7.59	12		884		6		442
12/11/2020	8.941	7.39	10		746				
12/12/2020	20.894		6	10	1,046	868	4	7	697
12/13/2020	13.238		6		662		3		331
12/14/2020	11.729	7.80	11		1,076		4		391
12/15/2020	10.899	7.52	7		636		5		454
12/16/2020	10.659	7.50	7		622		6		533
12/17/2020	10.400	7.52	10		867		6		520
12/18/2020	10.036	7.12	14		1,172				
12/19/2020	9.787		8	9	653	813	5	5	408
12/20/2020	9.801		10		817		5		409
12/21/2020	9.761	7.44	12		977		5		407
12/22/2020	9.643	7.36	11		885		8		643
12/23/2020	9.820	7.37	10		819				
12/24/2020	9.707		5		405				
12/25/2020	8.699		6		435				
12/26/2020	9.173		6	9	459	685	5	6	383
12/27/2020	9.238		7		539		4		308
12/28/2020	9.457	7.43	36		2,839		10		789
12/29/2020	9.511	7.16	20		1,586		8		635
12/30/2020	11.762	7.58	15		1,471		6		589
12/31/2020	10.316	7.37	2		172				

Minimum	8.699	7.12	2	9	172	685	3	5	308
Maximum	20.894	7.84	36	10	2,839	868	13	7	1,021
Average	10.189	7.48	10	9	870	776	6	6	527
Sum	315.848	157.11	324	37	26,965	3,104	151	24	12,645

**DMR Monthly Report**

12/1/2020 to 12/31/2020

Var #	352	187	191	401	101	450	115	451	455
	WeeklyAverageEffCBOD	001 EFF CL2	FECAL COLI 001	TOTAL INF FLOW	INFLUENT BOD	INF BOD LOAD	INFLUENT TSS	INF TSS	BOD REMOVAL
Date	LBS/Day	mg/L	#/100ml	MGD	mg/L	LBS/D	mg/L	LBS/D	%
12/1/2020				9.81	349	28,551	368	30,105	99
12/2/2020				9.55	358	28,520	266	21,191	99
12/3/2020				9.42	496	38,946	336	26,383	97
12/4/2020				9.41			246	19,302	
12/5/2020	499			9.12	271	20,612	296	22,514	97
12/6/2020				8.96	218	16,283	230	17,179	97
12/7/2020				9.12	200	15,207	64	4,866	96
12/8/2020				9.19	348	26,667	378	28,965	97
12/9/2020				8.98	327	24,487	334	25,012	98
12/10/2020				8.83	387	28,509	286	21,069	98
12/11/2020				8.94			126	9,396	
12/12/2020	569			20.89	102	17,774	42	7,319	96
12/13/2020				13.24	120	13,249	82	9,053	98
12/14/2020				11.73	246	24,064	174	17,021	98
12/15/2020				10.90	259	23,542	268	24,361	98
12/16/2020				10.66	251	22,313	178	15,823	98
12/17/2020				10.40	291	25,240	300	26,021	98
12/18/2020				10.04			220	18,414	
12/19/2020	440			9.79	259	21,141	288	23,508	98
12/20/2020				9.80	146	11,934	194	15,858	97
12/21/2020				9.76	312	25,399	212	17,258	98
12/22/2020				9.64	314	25,253	178	14,315	97
12/23/2020				9.82			206	16,871	
12/24/2020				9.71			84	6,800	
12/25/2020				8.70			100	7,255	
12/26/2020	460			9.17	266	20,350	176	13,464	98
12/27/2020				9.24	196	15,101	188	14,484	98
12/28/2020				9.46	423	33,363	260	20,507	98
12/29/2020				9.51	351	27,842	466	36,964	98
12/30/2020				11.76	307	30,115	728	71,413	98
12/31/2020				10.32			158	13,594	

Minimum	440			8.70	102	11,934	42	4,866	96
Maximum	569			20.89	496	38,946	728	71,413	99
Average	492			10.19	283	23,519	240	19,880	98
Sum	1,968			315.85	6,797	564,461	7,432	616,284	2,344

**DMR Monthly Report**

12/1/2020 to 12/31/2020

Var #	456	1040	1041	1042	1043	255	297	953	1023
Date	TSS REMOVAL %	North Effluent DO - SCADA mg/l	South Effluent DO - SCADA mg/l	Daily Average Effluent DO mg/l	Effluent DO weekly average mg/l	FINAL EFF NH3N mg/L	Eff Nitrogen # #/day	Eff_Total Phosphoru s- TP(TNT) mg/l	Effluent Total Nitrogen mg/l
12/1/2020	97	8.77	8.72	8.75		0.01	0.41	1.04	
12/2/2020	96	8.66	8.63	8.65		0.18	14.34	1.02	
12/3/2020	96	8.44	8.39	8.42		1.28	100.51	3.08	
12/4/2020	98	8.40	8.35	8.38					
12/5/2020	97	8.28	8.26	8.27	8.57				
12/6/2020	96	8.53	8.48	8.51		0.05	3.78	0.52	
12/7/2020	84	8.64	8.59	8.62		0.05	3.80		11.24
12/8/2020	97	8.31	8.26	8.29		3.89	298.08	3.30	
12/9/2020	96	8.32	8.28	8.30		0.86	64.25	1.21	
12/10/2020	96	8.69	8.66	8.68		0.48	35.21	1.79	
12/11/2020	92	8.51	8.48	8.50					
12/12/2020	86	8.43	9.03	8.73	8.52				
12/13/2020	93	8.67	9.48	9.08		0.05	5.52	0.29	58.40
12/14/2020	94	8.70	9.64	9.17		0.05	4.89	0.31	
12/15/2020	97	8.24	9.47	8.86		0.14	12.36	0.97	
12/16/2020	96	8.03	9.28	8.66		0.05	4.44	0.50	
12/17/2020	97	7.86	9.21	8.54		0.14	12.32	0.66	
12/18/2020	94	7.71	9.12	8.42					
12/19/2020	97	7.76	9.13	8.45	8.74				
12/20/2020	95	7.82	9.02	8.42		0.06	4.59	0.67	
12/21/2020	94	8.33	9.39	8.86		0.05	4.07	1.29	
12/22/2020	94	8.13	9.13	8.63		0.11	8.93	0.78	
12/23/2020	95	7.98	8.86	8.42					
12/24/2020	94	8.34	9.21	8.78					
12/25/2020	94	8.77	9.56	9.17					
12/26/2020	97	7.82	9.14	8.48	8.68				
12/27/2020	96	8.14	9.16	8.65		2.59	199.55	0.31	
12/28/2020	86	8.49	9.49	8.99		0.06	4.97	2.04	
12/29/2020	96	8.75	9.66	9.21		0.05	3.97	0.31	
12/30/2020	98	8.21	9.20	8.71		1.04	102.02	2.89	77.40
12/31/2020	99	8.67	9.45	9.06					

Minimum	84	7.71	8.26	8.27	8.52	0.01	0.41	0.29	11.24
Maximum	99	8.77	9.66	9.21	8.74	3.89	298.08	3.30	77.40
Average		8.34	8.99	8.67	8.63	0.56	44.40	1.21	49.01
Sum	2,936	258.40	278.73	268.57	34.50	11.18	888.01	22.98	147.04



# **ATTACHMENT**

**B**

**Flows**  
**KRMA Treatment Facility**  
**December, 2020**

Date	PRECIPITA INCHES	PLANT MGD	Kankakee MGD	BOURB. MGD	BradleyFlow MGD	AromaPark MGD
12/1/2020	0.00	9.81	5.97	2.823	0.981	0.040
12/2/2020	0.00	9.55	5.88	2.683	0.955	0.035
12/3/2020	0.00	9.42	5.90	2.548	0.934	0.035
12/4/2020	0.00	9.41	5.94	2.520	0.915	0.038
12/5/2020	0.00	9.12	5.57	2.545	0.968	0.038
12/6/2020	0.00	8.96	5.39	2.549	0.981	0.038
12/7/2020	0.00	9.12	5.82	2.383	0.883	0.034
12/8/2020	0.00	9.19	5.96	2.320	0.869	0.036
12/9/2020	0.00	8.98	5.81	2.288	0.842	0.034
12/10/2020	0.00	8.83	5.70	2.214	0.880	0.035
12/11/2020	0.00	8.94	5.55	2.320	1.029	0.043
12/12/2020	1.55	20.89	10.73	7.072	3.061	0.034
12/13/2020	0.00	13.24	6.92	4.309	1.966	0.043
12/14/2020	0.00	11.73	6.54	3.468	1.687	0.033
12/15/2020	0.05	10.90	6.09	3.245	1.526	0.033
12/16/2020	0.00	10.66	6.16	3.043	1.412	0.040
12/17/2020	0.00	10.40	6.35	2.906	1.108	0.036
12/18/2020	0.00	10.04	6.07	2.847	1.083	0.038
12/19/2020	0.00	9.79	5.82	2.823	1.108	0.038
12/20/2020	0.00	9.80	5.90	2.769	1.096	0.038
12/21/2020	0.00	9.76	5.78	2.877	1.060	0.039
12/22/2020	0.00	9.64	5.98	2.597	1.022	0.040
12/23/2020	0.00	9.82	6.09	2.640	1.045	0.042
12/24/2020	0.07	9.71	5.90	2.713	1.055	0.042
12/25/2020	0.00	8.70	5.24	2.463	0.956	0.042
12/26/2020	0.00	9.17	5.64	2.463	1.027	0.042
12/27/2020	0.00	9.24	5.70	2.459	1.034	0.042
12/28/2020	0.00	9.46	6.03	2.328	1.059	0.035
12/29/2020	0.40	9.51	6.20	2.205	1.065	0.039
12/30/2020	0.00	11.76	7.01	3.082	1.634	0.039
12/31/2020	0.00	10.32	6.26	2.725	1.287	0.045
Total	2.07	315.85	189.91	88.227	36.528	1.186
Average	0.07	10.19	6.13	2.846	1.178	0.038
Minimum	0.00	8.70	5.24	2.205	0.842	0.033
Maximum	1.55	20.89	10.73	7.072	3.061	0.045
# of data	31	31	31	31	31	31

# **ATTACHMENT**

**C**



SAFETY MEETING  
January 12, 2021  
9:30am & 1:30pm  
Agenda

**I. Safety Minutes**

Review minutes from December 2020

**II. Old Business**

No lost time accidents for December 2020

**III. New Business**

A. Safety Training

Winter Walking

B. Safety Concerns

C. Safety Team Leader Report

D. Open Discussion

**Next Meeting: Thursday, February 11, 2021 9:30am & 1:30pm**



SAFETY MEETING  
December 10, 2020  
9:30am & 1:30pm  
Minutes

**In attendance:**

**9:30am session:**

Melanie Gossett, Facilitator

Shaun Ownbey	Dan Combs	Kurt Mraz	Nick Scheppler
Brian Power	Bryan Kennedy	Mike Arseneau	Nick Tucker

**1:30pm session:**

Melanie Gossett, Facilitator

Jack Renchen	Shawn Malone	Ron Haney	Josh Peters
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Andy Summers

**Absent:**

Dustin Scheppler, Jim Churney, John Lund, Mike Gowler, Max Gossett

**I. Safety Minutes**

Reviewed minutes from November 10, 2020 – Approved.

**II. Old Business**

There were no lost time accidents reported for the month of November 2020.

**III. New Business**

**A. 401-K Informational Session**

1. A Power point presentation was given by Cory Buehler (via Zoom) of Buckingham/Strategic Wealth with respect to the KRMA 401-K program.
2. Open discussion/Q&A for participants. Contact information was provided in order to schedule an individual consultation.

**B. Safety Concerns**

1. The steps in Bldg. #55, west side by the top of the stairs, is deteriorating.

✓ Needs to be addressed

2. A request for KRMA ID badges was made.

- ✓ Looking into software/equipment to supply.

C. Safety Team Report

1. No other safety concerns.

2. Safety Team Leader responsibilities transferred from John Lund to Shawn Malone.

D. Open Discussion

1. A question was asked about what effect the sale of Bourbonnais' collection system to Aqua will have on KRMA.

- ✓ KRMA does not own or operate any collection system outside the facility, however, it does have to fulfill the CMOM special condition in its permit.

2. The new Cl2 analyzer is being installed.

- ✓ This will make the Cl2 dosage procedure more efficient for KRMA.

3. A schedule for Employee Performance reviews was requested.

- ✓ Annual evaluations are scheduled in the month of February 2021.

4. A suggestion was made to look into purchasing a new tripod/harness.

- ✓ Ordered

5. A request for a Safety meeting operations report to be created to identify operational challenges for the month and how the team addressed/resolved them, including ways to modify team efforts to improve plant performance.

6. All operators were reminded to be mindful of the new CEU requirement for wastewater license renewal.

Next Meeting: **Tuesday, January 12, 2020**  
**9:30am & 1:30pm**

# **ATTACHMENT**

## **D**

## FIELD CALIBRATION SHEET

COMPANY: KRMA

CITY: KANKAKEE

FLOW METER MODEL: Siemens Hydro Ranger #1

Influent January 4<sup>th</sup>, 2021

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 30.0 MGD As Found 30.03 MGD LEVEL AFTER: 30.03 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: 1/4/2021

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 January 4<sup>th</sup>, 2021

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? 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 23.869"

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: 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: 1/4/2021

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 January 4<sup>th</sup>, 2021

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 30 MGD AS Found 30.50 MGD

LEVEL AFTER: 30.09 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: 1/4/2021

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 January 4<sup>th</sup>, 2021

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 23.989

LEVEL AFTER: 24.119"

**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 1/4/2021

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 January 4<sup>th</sup>, 2021

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 9" Level reading 9.109"

LEVEL AFTER: 9.031"

### 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: 1/4/2021

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 January 6<sup>th</sup>, 2021

PRIMARY DEVICE: 72" PIPE

FLOW: 0-115 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 47.250" As found 47.429"

LEVEL AFTER: 47.429"

### 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: 1/6/2021

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 January 6<sup>th</sup>, 2021

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 15" As found 14.791"

LEVEL AFTER: 14.791" 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: 1/6/2021

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

# **ATTACHMENT**

**E**

December 2020 Monthly Pretreatment Sample Analysis (metals, cyanide & VOA) for the permitted industries were a total of **67 samples** and a total of **516 analyses**.

<b>Gilster-Mary Lee Corporation</b>	9 Samples
<b>Hoffman Transportation, LLC</b>	1 Sample
<b>Kankakee Recycling &amp; Disposal Facility</b>	1 Sample
<b>Laraway Recycling &amp; Disposal Facility</b>	1 Sample
<b>Liberty Landfill, LLC</b>	12 Samples
<b>Livingston Landfill</b>	5 Samples
<b>Natural Gas &amp; Pipeline Co. of America</b>	4 Samples
<b>Newton County Landfill</b>	11 Samples
<b>Prairie View RDF</b>	5 Samples
<b>Solvay USA Inc.</b>	4 Samples
<b>Tank Cleaning Solutions, LLC</b>	13 Samples
<b>Zutat Feed Solutions</b>	1 Sample

Volumes Received for December 2020 for trucked-in industries.

<b>Gilster-Mary Lee Corporation</b>	88,000 gals	15 loads
<b>Hoffman Transportation, LLC</b>	10,000 gals	2 loads
<b>Kankakee Recycling &amp; Disposal Facility</b>	14,000 gals	2 loads
<b>Lake County C&amp;D Landfill</b>	0 gals	0 loads
<b>Laraway Recycling &amp; Disposal Facility</b>	6,062 gals	1 load
<b>Liberty 3 LFGTE Plant - Wabash Valley Power Alliance</b>	0 gals	0 loads
<b>Liberty Landfill, LLC</b>	1,008,529 gals	152 loads
<b>Livingston Landfill</b>	179,724 gals	28 loads
<b>Natural Gas &amp; Pipeline Co. of America</b>	45,000 gals	9 loads
<b>Newton County Landfill</b>	1,008,084 gals	155 loads
<b>Peoria Packing Co.</b>	0 gals	0 loads
<b>Prairie View RDF</b>	88,435 gals	14 loads
<b>Solvay USA Inc.</b>	49,654 gals	9 loads
<b>Tank Cleaning Solutions, LLC</b>	186,652 gals	41 loads
<b>Zutat Feed Solutions</b>	40,500 gals	7 loads
<b>Totals:</b>	<b>2,724,640 gals</b>	<b>435 loads</b>

The KRMA Facility received a total of **159 loads** of septage which totalled **541,300 gallons** for the month of December 2020



KRMA YEARLY UTILITY USAGE - (YEAR)

KRMA ELECTRIC ENERGY USE

KRMA WATER USE													
Total KWH	Days	Total Cost \$/month	Total Cost \$/day	Hydro KWH	Methane KWH	Mid-American KWH	KWH/HR (AVG)	\$/KWH	Gallons	Days	Total Cost \$/Billing Period	Gallons/Day	Total Cost \$/day
949,984	31	\$ 46,799	\$ 1,510	260,544	689,440	1,277	\$ 0.0493	360,000	33	\$ 2,663	10,909	81	
839,904	35	\$ 51,423	\$ 1,469	108,341	731,563	1,000	\$ 0.0612	300,000	33	\$ 2,336	9,091	71	
951,132	31	\$ 45,775	\$ 1,477	215,667	735,465	1,278	\$ 0.0481	350,000	29	\$ 2,608	12,069	90	
834,529	29	\$ 40,239	\$ 1,388	199,857	634,672	1,199	\$ 0.0482	380,000	29	\$ 2,829	13,103	98	
954,846	30	\$ 46,728	\$ 1,558	189,479	765,367	1,326	\$ 0.0489	360,000	29	\$ 2,718	12,414	94	
866,806	29	\$ 44,430	\$ 1,532	221,918	454,083	1,245	\$ 0.0513	410,000	29	\$ 2,997	14,138	103	
1,090,642	32	\$ 58,572	\$ 1,830	426,606	219,849	1,420	\$ 0.0537	480,000	34	\$ 3,388	14,118	100	
690,341	29	\$ 36,180	\$ 1,248	189,320	444,187	992	\$ 0.0524	450,000	32	\$ 3,220	14,063	101	
902,779	30	\$ 39,084	\$ 1,303	135,504	501,021	1,254	\$ 0.0433	60,000	31	\$ 1,001	1,935	32	
853,628	32	\$ 36,282	\$ 1,134	180,910	596,421	1,111	\$ 0.0425	-	0	\$ -	#DIV/0!	#DIV/0!	
750,426	31	\$ 44,165	\$ 1,425	14,337	517,197	1,009	\$ 0.0589	1,190,000	67	\$ 7,765	17,761	116	
0			#DIV/0!				#DIV/0!				#DIV/0!		
9,685,017	339	\$ 489,677	#DIV/0!	908,436	1,971,076	6,805,505	#DIV/0!	\$ 31,525			#DIV/0!	#DIV/0!	
Total KWH	Days	Total Cost \$/month	Total Cost \$/day	Hydro KWH	Methane KWH	Mid-American KWH	KWH/HR (Avg)	\$/KWH	Gallons	Days	Total Cost \$/Billing Period	Gallons/Day	Total Cost \$/day

KRMA NATURAL GAS USE

Therms	Days	Total Cost \$/Billing Period	Therms/Day	Total Cost \$/day
40,548	31	\$ 15,363	1308	\$ 496
31,961	30	\$ 11,007	1065	\$ 367
29,695	29	\$ 9,570	1024	\$ 330
19,896	30	\$ 6,354	663	\$ 212
13,482	30	\$ 5,046	449	\$ 168
8,022	31	\$ 3,146	259	\$ 101
7,160	30	\$ 2,835	239	\$ 95
10,363	31	\$ 3,978	334	\$ 128
9,150	30	\$ 4,136	305	\$ 138
23,032	31	\$ 8,429	743	\$ 272
35,032	30	\$ 14,431	1,168	\$ 481
228,341	333	\$ 84,295	#DIV/0!	#DIV/0!
Therms	Days	Total Cost \$/Billing Period	Therms/Day	Total Cost \$/day



Annual Load / Gallon Totals

2020

Month Received	Gilster-Mary Lee Corporation	Hoffman Transportation, LLC	Kankakee Recycling & Disposal Facility	Lake County C&D Landfill	Laraway Recycling & Disposal Facility	Liberty Landfill, LLC	Livingston Landfill	Natural Gas & Pipeline Co. of America	Newton County Landfill	Peoria Packing Co.	Prairie View RDF	Solvay USA Inc.	Tank Cleaning Solutions, LLC	Zulat Feed Solutions	Total	# Loads
January	70,000	60,000	21,000		240,843	600,159	164,827	100,000	2,593,084		144,591		152,301		4,146,805	651
February	91,000	40,000			586,575	686,291	134,003	70,000	2,124,046		27,896		167,380		3,927,191	618
March	51,000	30,000	21,000		367,664	1,408,230	186,443	100,000	2,645,561		32,673		160,916	36,000	5,039,487	783
April	89,000	20,000			104,652	1,807,281	177,859	60,000	2,911,502		15,756		124,203	54,000	5,384,253	825
May	58,000	35,000	14,000	108,215	510,902	2,102,360	222,303	130,000	1,795,237		38,022		124,047	42,000	5,180,086	824
June	113,000	20,000		244,022	1,229,074	1,886,549	178,260	45,000	3,130,192		32,698		146,465	55,300	7,080,560	1,122
July	95,000	15,000	14,000		302,477	1,790,160	136,557	55,000	2,770,098		130,476		159,652	42,000	5,510,420	868
August	98,000	15,000	7,000	47,452		1,759,185	170,391	15,000	1,359,434		221,033		174,061	36,000	3,902,556	611
September	87,000		7,000	12,702	5,405	1,863,802	173,564	35,000	533,068		73,731	5,541	192,543	54,000	3,043,356	485
October	99,000	10,000		31,784		1,523,149	151,944	15,000	605,327		223,792	21,568	159,548	42,000	2,883,112	457
November	69,000	5,000				898,510	165,402	15,000	333,043		19,716	43,745	178,778	48,000	1,776,194	282
December	88,000	10,000	14,000		6,062	1,008,529	179,724	45,000	1,008,084		88,435	49,654	186,652	40,500	2,724,640	435
<b>Totals</b>	<b>1,008,000</b>	<b>260,000</b>	<b>98,000</b>	<b>444,175</b>	<b>3,353,654</b>	<b>17,334,205</b>	<b>2,041,277</b>	<b>685,000</b>	<b>21,808,676</b>		<b>1,048,819</b>	<b>120,508</b>	<b>1,926,546</b>	<b>449,800</b>	<b>50,570,660</b>	<b>7,961</b>
Average	84,000	23,636	14,000	88,835	372,628	1,444,517	170,106	57,083	1,817,390		87,402	30,127	160,546	44,980	4,214,888	663
Treatment Costs as of 05/01/20	0.082	0.056	0.056	0.056	0.056	0.056	0.056	0.082	0.056	0.082	0.056	0.131	0.082	0.071		
Treatment Costs as of 05/01/19	0.071	0.049	0.049	0.049	0.049	0.049	0.049	0.071	0.042	0.071	0.049	0.114	0.071	0.071		

## Stimulus Bill Gives Employers Option of Extending FFCRA Leave

[Ro rsnlt.com/news/law-alerts/2020/12/30/stimulus-bill-gives-employers-option-of-extending-ffcra-leave/](https://www.rsnlt.com/news/law-alerts/2020/12/30/stimulus-bill-gives-employers-option-of-extending-ffcra-leave/)



On December 27, 2020, the federal government authorized \$900 billion in stimulus funds through the passage of the Consolidated Appropriations Act to provide additional relief relative to the economic impact of the COVID-19 pandemic. A portion of the stimulus funds will be used to extend certain tax benefits first made available through the Families First Coronavirus Response Act (FFCRA), which expires on December 31, 2020.

Unlike the FFCRA, the new law does not require employers to provide emergency sick leave or expanded medical leave for qualifying reasons related to COVID-19. Rather, it allows employers to voluntarily continue providing FFCRA leave benefits through March 31, 2021. Employers who choose to do so will remain eligible for related payroll tax credits during the same period. Moreover, employees who have already exhausted their use of FFCRA benefits will not be entitled to any additional leave under the new law, except in a limited circumstance. An employer who voluntarily chooses to extend FFCRA benefits may be required to provide additional leave to employees who have exhausted leave under the medical leave benefits of the FFCRA if the employer calculates entitlements under the Family

Medical Leave Act (FMLA) on a calendar year basis. We anticipate further guidance from the Department of Labor and Internal Revenue Service regarding the use of qualifying medical leave in those cases.

Most importantly, with FFCRA benefits set to expire on December 31, 2020, employers will need to determine quickly whether to allow employees to continue using any remaining leave through March 31, 2021. For further assistance regarding the impact of extending leave benefits, please contact any Robbins Schwartz attorney.

# In Brief

## EEOC UPDATES GUIDANCE ON VACCINATIONS

Written by [Todd K. Hayden](#), [Catherine R. Locallo](#) and [Tyler J. Bohman](#)

In the days since the first COVID-19 vaccinations were administered to healthcare workers in the U.S., the [Equal Employment Opportunity Commission \("EEOC"\) issued new guidance for vaccinations in the workplace](#). The guidance document explains how an employer's vaccine program interacts with and implicates anti-discrimination statutes like the ADA, Title VII, and the *Genetic Information Nondiscrimination Act* ("GINA"). It also provides parameters for employers who wish to require/administer vaccines.

The EEOC guidance implies that employers may mandate a COVID-19 vaccine for employees at this time. However, it is unclear whether an employer mandate is permissible because the current COVID-19 vaccines have only been approved by the FDA via Emergency Use Authorization ("EUA") procedures, rather than full approval and license. FDA guidance provides that for vaccines approved under an EUA, individuals must receive certain notifications about the vaccine, *including notice of their right to opt out*. Until such a time when the FDA or Secretary of Health and Human Services issues additional guidance to clarify this notice requirement, it is questionable whether employers may require employees to be vaccinated for COVID-19 at this time. When a standard FDA approval is issued for one or more of the COVID-19 vaccines, employers will have a much clearer basis to consider mandating that employees be vaccinated. In addition to this regulatory limitation, there is also a limitation on supply as the vaccine is not widely available and may not be for many months. Thus, until further regulatory relief and increased

availability of a vaccine, employer mandates may be premature.

In the meantime, the EEOC's new guidance addresses several issues that employers will likely encounter if they adopt a vaccination program. The EEOC explains that whether the vaccine is administered by the employer or an employer-contracted third-party, any prescreening questions must be "job-related and consistent with business necessity" to avoid eliciting unnecessary information about a disability in potential violation of the ADA. This is important as some prescreening questions will be necessary to determine if the employee is at increased risk of an adverse reaction to the vaccination. Such discussions can trigger ADA protections as they potentially involve the disclosure of a disability.

If an employee asserts that they cannot receive the vaccine because of an ADA-protected disability, employers must engage in the interactive process with the employee to determine whether they can provide a reasonable accommodation. This could include a discussion of other protective measures such as testing, symptom screening, masking, social distancing, etc. Notably, when an ADA-protected disability prevents an employee from receiving a vaccine, and no reasonable accommodation is possible, employers must evaluate on a case-by-case basis whether having the unvaccinated employee reporting to work poses a "direct threat" to the employee or others. If so, and the risks cannot be "reduced to an acceptable level," employers may exclude an employee from the workplace, but may not necessarily be able to terminate their employment because of

other federal, state, or local EEO protections. Similarly, when sincerely held religious beliefs protected by Title VII prevent an employee from receiving a vaccine, an employer must try to accommodate those beliefs unless the accommodation causes an undue hardship on the employer.

Finally, the EEOC guidance discusses that the COVID-19 vaccine is not likely to implicate GINA because the vaccine does not involve the use of genetic information to make decisions about employment status. Most of the promising versions of the COVID-19 vaccine are known as “mRNA vaccines” and do not interact with a person’s genetic information (stored in cellular DNA) in any way. However, to avoid implicating GINA, employers or their third-party vaccine administrators should avoid inquiring about family medical history as part of the vaccine prescreening process as such is protected under the statute.

While the EEOC’s guidance pertains to employees for school districts, similar issues exist for student vaccinations. That said, there is no vaccine currently approved (even under an EUA) for anyone under 16 years of age. Thus, the ability of school districts to require vaccinations for students is further constrained at this time.

Before starting a vaccination program, and for assistance navigating how employers can protect themselves from liability regarding the COVID-19 vaccine, contact your Robbins Schwartz Attorney.