

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.