

KANKAKEE RIVER METROPOLITAN AGENCY
MINUTES
June 16, 2020 - 3:00 P.M

In attendance:

VIA REMOTE MEETING HELD THRU GOTOMEETING.COM

Board of Directors:

Mayor Chasity Wells-Armstrong, City of Kankakee
Mayor Paul Schore, Village of Bourbonnais
Mayor Brian Stump, Village of Aroma Park
Dir 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.
Daniel Small, Strand Associates
Suzie Werner, Homestar Insurance Services

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 via gotomeeting.com.

II. **Public Comment**

Dir Romo commented, stating the Village of Bradley has received several compliant calls regarding the smell coming from the plant. Art replied he received six calls, as well, and he has spoken to all six individuals explaining what was happening at the plant that was causing that odor. However, the problem has been resolved. Dir Romo also asked if the City of Kankakee could supply some support for the \$50,000 increase in the P.I.L.O.T Fee, stating that \$100,000 P.I.L.O.T Fee is equivalent to a \$300,000 tax bill.

III. **Approval of Board Minutes**

A. **May 19, 2020 – Regular Board Meeting** – Motion to approve the May 19, 2020 Regular Board Meeting minutes was made by: Dir. Wakat and seconded by Dir Kubal. All voted in favor. Motion Carries.

V. **Reports**

A. **Operations & Maintenance Report**

1. **Monthly Report**

Art stated the month of May was very wet. We received approximately 9 inches of rain. We had over 1 billion gallons of water that came through the plant. However, KRMA was able to meet the permits by the state EPA.

B. Executive Director Report

1. Water, Gas & Electric Use/Cost

Exec. Dir. Dave Tyson presented the utility sheet. Utilities are all within budget.

2. Hauled In Waste Summary

Exec. Dir. Tyson stated, our Hauled In Waste is still very strong.

3. Operations Report

Exec Dir Dave Tyson stated KRMA is fully staffed which consist of 17 Operators. Plant is running smoothly.

C. Financial Report

1. Reports

Karen Benson stated that the financial report is stamped as draft again because there are some audit adjustments and equity adjustments that are not reflected in the financial report. Karen also stated KRMA has a strong cash position. Dir Kubal asked question concerning the increased number for the ESU. Karen responded that the increase in the P.I.L.O.T fee line, increased all municipalities budget. Also, since the budget was not passed prior to May that had to make necessary adjustments in the fee to get it updated

2. Hauled in waste report

Karen Benson stated our Statement of Revenue & Expense, are above budget for the 1st month.

3. Flows Graphs

Karen Benson stated the flow graphs shows the new budgeted amount of each municipality's percentage of flows.

D. Communications

None.

VI. Old Business

A. E-Waste update

Exec Dave Tyson stated that Delbert is still working with all the Mayors within Communities. Therefore, we can meet the next round for money so we can get set up to do E-Waste County wide instead of just through KRMA.

B. Software Update

Exec Dave Tyson informed everyone that KRMA went live with our new software program. KRMA Management is still working the bugs out on it.

C. Blowers Update

Exec. Dave Tyson gave update that Strand was hired to do the work. They were given a schedule for the blowers to start being delivered in July. We are still waiting for their catalog cuts, so they can be reviewed and approved by Dan. They have a contractor lined up; therefore, it's moving forward on data. Dan reiterated, the procedure of the blowers and that Atlas Copco is still holding up to their side of responsibility to address any issues that arise with the existing blowers.

D. Summer Help

Art stated KRMA hired three gentlemen all having background and/or work experience in lawn care.

E. NPDES-CMOM Report

Exec Dave Tyson wanted to remind all the municipalities that they do have to complete C-MOM Report for our new NPDES Permit and also the questionnaire that was sent out regarding what they think their future discharge will be. This report needs to be sent back in because the reports will help Strand Associates with the needs study for the plant.

F. Employee Health Insurance

Art stated the four Management employees that are under that plan, stated they would like to stay with what they have. Dir Kubal asked why everyone pays a different amount, even though, they have the same plan. Suzie Werner answered, United Healthcare does age related rather than composite traded because of the small group size being covered. Motion to Approve Renewal Employee Health Insurance was made by Dir Romo and seconded by Dir Kubal. All voted in favor. Motion carries.

G. ACH Transfer/Payments

Karen stated that KRMA needs to designate a KRMA management member, to be administrator to the bank account to be able to transfer money only between KRMA accounts. Motion to Designate

Melanie Gossett with Administrative access to Midland Bank Accounts was made by Chairperson Wells-Armstrong and seconded by Dir Stump. All voted in favor.

Karen also asked for approval to be able to pay EPA loans by ACH. Motion to approve permission to disclose bank information to the EPA to set up auto payments for EPA loan payments was made by Dir Romo and seconded by Dir Wakat. All voted in favor. Motion Carries.

VII. **New Business**

A. **Approval of Agreement with Strand Associates for Planning Services Related to Capacity and Operations Needs Review**

Exec Dave Tyson stated this is a contract that we asked Strand Associates to bring back to us with the changes of the contract with a fee not to exceed \$28,000, it will be billed on an hourly basis as they perform services. This is the contract that is going to get us to a point where we can see what our needs are, what we need to plan for, and how we are going to pay for it. Motion to Approve Agreement with Strand Associates for Planning Services Related to Capacity and Operation Needs Review was made by Dir Wakat and seconded by Dir Romo. Dir Romo asked is there a six-month timeframe. Dan Small responded about four-month timeframe, based on getting started this week. We will need the municipalities to get the questionnaires back so we can have an idea from each community what the projection will be over the next 20 years. All voted in favor. Motion Carries.

B. **Award of Contract for “2020 Hot Mix Asphalt Road Repairs-KRMA Plant” for road paving under Road Program**

Exec Dave Tyson presented the Bid for the “2020 Hot Mix Asphalt Road Repairs-KRMA Plant”. The low bidder was Oakwood Enterprise at \$60,310. Motion to Approve the Award of Contract to Oakwood Enterprise for 2020 Hot Mix Asphalt Road Repairs at KRMA Plant under Road Program was made by Dir Stump and seconded by Dir Kubal. All voted in favor.

C. **Legislative Update**

Attorney Smith updated the board members regarding some bills that went into effect that will affect KRMA; a new State Holiday called 2020 General Election Day on November 3, 2020, Open Meetings Act, whereas, roll call vote is now mandated for every vote and all meetings have to be recorded and maintained, Agenda heading needs to be changed, making sure everyone within the meeting can hear one another, and one member of the public body have to be physically present at the meeting location, unless it's not feasible due to the disaster. Also making note for the minutes of the meeting, that we've made the determination that an in-person meeting is not practical at this time because of the disaster declaration. There was also a recent law put into place concerning workers' compensation regarding COVID-19, stating, if employee get COVID in the course of their employment it is presumed you've got it in the workplace.

VIII. **Executive Session**

None.

IX. **Next Meeting**

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

Chairperson Wells-Armstrong responded to Dir Romo public comment stating the City of Kankakee is still conducting their own research regarding the KRMA P.I.L.O.T Fee, so we'll have an update when we have that information and we'll send that out as well.

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