

KANKAKEE RIVER METROPOLITAN AGENCY

MINUTES

June 22, 2023 – 9:00 A.M

1600 W Brookmont Blvd.

Kankakee, IL 60901

In attendance:

Board of Directors:

Mayor Christopher Curtis, City of Kankakee
Mayor Paul Schore, Village of Bourbonnais
Financial Director Robert, Romo, Village of Bradley
Alderman Danita Swanson, City of Kankakee
Alderman Larry Osenga, City of Kankakee
Steven Hunter, Representative, City of Kankakee
Alternate Terry Memenga, Director of Public Works, Village of Bourbonnais

Administration:

Dave Tyson, KRMA Executive Director
Karen Benson, Koelling, Dykstra & Ohm, P.C

Attorney:

Neal Smith, Robbins Schwartz

KRMA Staff:

Art Strother, Superintendent
Melanie Gossett, Asst. Superintendent Technical Services
Dustin Scheppler, Asst. Superintendent Operation & Maintenance

Other:

Ryan McGinnis, City of Kankakee
Dan Small, Strand Associates
Elizabeth Kubal, City of Kankakee
Mayor Michael Watson, Village of Bradley
Peter Stoehr, Kimley-Horn
Uma Vempati, Kimley-Horn

Chairman, Mayor Christopher Curtis called the meeting to order. Also stated that KRMA have received a letter from the Village of Bourbonnais, electing Terry Memenga, Director of Public Works as a Board Alternate.

I. **Roll Call**

Roll Call was taken. All Board members were present except Vice Chairman Mayor Paul Schore and Secretary Mayor Brian Stump. Alternate Terry Memenga, Director of Public Works, Village of Bourbonnais, sitting in for Mayor Paul Schore for deciding vote.

II. **Public Comment**

None

III. **Approval of Board Minutes May 25, 2023 - Regular Board Meeting**

Motion to approve the May 25, 2023, Regular Board Meeting minutes was made by: Dir Hunter and seconded by Dir Romo. Board members Alternate Terry Memenga, Dir Hunter, Dir Swanson, Dir Romo and Chairman Curtis voted in favor of, Dir Larry Osenga voted abstained, and Vice Chairman Paul Schore, and Dir Brian Stump absent. Motion Carried.

Alternate Mayor Watson joined the room.

IV. **Reports**

A. **Operations & Maintenance Report**

1. **Monthly Report**

Art presented the MOR referencing Attachment A graphs for data to show how the plant is running. Art stated we are in compliance with our NPDES Permit from the State of Illinois. However, we did receive a violation for the month February and March 2023 for exceeding our permitted limit for TSS (Total Suspended Solids). He informed the board he has responded and doesn't feel that a CCA (Compliance Commitment Agreement) is needed due to the fact we are back into compliance with our NPDES Permit. Dir Romo asked, was the violation due to the filamentous bacteria? Dir Hunter asked Art, is his response to the IEPA satisfactory? Chairman Curtis ask what do the CCA involves? Art responded yes to both Dir Romo and Dir Hunter. Art also explained to them how rain affects the plant due to the higher flow, and what the CCA will inquire. Since our Project Plan has been sent and received by the IEPA which will also address these issues, therefore, it's no need to complete a CCA. Dir Romo asked questions about the NH3 Graph? Art responded, Newton County as well as CSL NH3 has cut down their number of loads. Dir Hunter gave some background of our summer help employees. Art also gave accolades on how well they are doing. Chairman Curtis asked how do the lack of rain affects KRMA? Art stated due to the heavy rain in February and March the low rain is helping the plant at this moment. Dir Hunter asked how many violations we received in the last 2 years? Art replied approximately 4 or 5. He followed through by stating, we've been tracking these events and they are happening during the first quarter of the year.

B. **Executive Director Report**

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

Exec. Dir. Dave Tyson presented the yearly utility usage. Exec Dir Tyson stated the water usage is up a little and all other utilities are running normally within budget.

2. **Hauled In Waste Summary**

Exec. Dir. Tyson stated Newton County hauled in waste has decreased, Liberty increased, and Prairie View increased last month. Dir Romo asked questions about the charging process and Chairman Curtis asked about the strength of Prairie View? Exec Dir Tyson stated that the charge process is different base off their strength, and Prairie View strength is low. Melanie also informed the board to reference HIW Summary for pricing for each Hauler.

2. **Operations Report**

Exec Dir Tyson updated the board about the new vehicles received, Aqua storing equipment on our property, Art taking care of the violation from IEPA, and on the hiring process of O&M's. Exec Dir Tyson stated we are down 2 O&M's. We received twenty-six applicants, only seventeen showed up for the test date, and only four passed. There will be interviews set up for the four candidates that passed within the next 2 weeks. Dir Hunter asked, out of the four candidates are there any diversity? Exec Dir Tyson and Art stated they don't think so. Exec Dir Tyson then gave praises to the Summer Helpers. He informed the Board that we will be advertising an Administrator Assistant position, Suzy has found another job and her last day is Friday, June 23, 2023. He also stated, the Request for Funding letter has been signed and sent out to all our Representatives and Senators. Exec Dir Tyson also reminded the municipalities that the CMOM checklist is due by the middle of July 2023. He also informed everyone that the Project Report has been received and approved by the IEPA and we have been given a login number. Lastly, he stated that Kensing is replacing their force main. There was discussion regarding Kensing being in compliance with IEPA. Ryan gave a brief update on the Kensing force's main progress. Dir Romo was inquiring will KRMA be eligible for these grants and loans since the Village of Bourbonnais sold all but less than 100ft of their sewer system to Aqua. Exec Dir Tyson stated he believes we are okay, because the village of Bourbonnais is still the legal

owner of KRMA. Dan added since KRMA is the permittee, owner, and operator we will still be eligible.

C. **Financial Report**

1. **Reports**

Karen Benson presented the monthly financial reports. The Statement of Net Position slowly building cash reserve. Statement of Revenue and Expenses, there are some adjustments due to moving some expenses to the prior fiscal year. The purchase of the new copier and computers has made us overbudget under the Administrative Office and IT.

2. **Hauled In Waste Report**

None

3. **Flows Graphs**

Karen presented Flow Graphs. Karen stated the flow estimation percentage is the prior year average of flows. Dir Romo asked Karen if she could present the financial projections with the hundred and thirty million 20-year budget projection.

D. **Communications**

1. **Step Challenge**

Exec Dir Tyson stated that Melanie organized this, Melanie gave a brief description of what the step challenge entailed along with the daily, weekly, ending goals, and an overall winner of the step challenge. She announces that O & M Operator Dan Combs won the Step Challenge with 1,118,080 steps. Exec Dir Tyson informed everyone that this step challenge decreased our fuel consumption. Therefore, we will be hosting a pizza party on July 11 at Noon, and he invited the board to attend.

V. **Old Business**

A. **Bradley Property**

None

B. **Security Updates**

Chairman Curtis stated we installed four cameras on the property of KRMA. Cameras are up and running and live, however, they only store for 30 days. Art addressed locking buildings on the property and Exec Dir Tyson he talked to Ruder about keyless entry.

VI. **New Business**

A. **Kimley-Horn Report Presentation**

Dir Romo introduced the consultants Peter Stoehr, and Uma Vempati from Kimley-Horn. Dir Romo stated they are conducting a study for the Village of Bradley on the capacity expansion and share cost for Village of Bradley. Peter gave a brief overview of their Phase 1: Evaluation of Agreements and Practices saying these are recommendations to the Village of Bradley on how they should approach this project plan and how some existing and future practices can be improved. Peter gave the analysis and his recommendation on the Board Composition/Agency Governance, Personal Contracted Services, Cost/Capacity Allocation Among Members and Pretreatment Program. Dir Romo stated that one municipal should not have majority of decision. This is not best practice and it's not typical how intergovernmental agreements should work. Dir Hunter asked question about 2.3 in the report and asked for some, "specificities of actual instances to conflicts and inequities." Dir Romo responded and there was discussion on the instances that were mentioned.

Vice Chairman Mayor Paul Schore joined the meeting.

There was statements and discussion regarding the laboratory, the SIU's, on whether we continue to accept their loadings or stop, where they dump their loadings and the affect it has on the sewer lines, and the charge fee, the way the percentage of revenue being distributed, capacity/pricing regarding loading and flows and changes to the pretreatment program. There was discussion regarding Kimley-Horn's analysis and recommendation throughout the presentation on facts that they were unaware of and clarifications of different issues of which they were not aware. Kimley-Horn also gave insight into some

things that would need more discussion and further gathering of information. Dir Romo stated there will be a Phase 2 and 3 with more information.

B. **Amendment No 3 to the September 29, 2021, Agreement for General Services Capacity Expansion Project Plan**

Motion to authorize Executive Director Tyson to execute the agreement with Strand Associates from Amendment No 3 to the reference Agreement to the September 29, 2021, was made by Dir Hunter and seconded by Dir Romo. All board members present voted in favor of, Dir Brian Stump absent. Motion carried

VII. **Executive Session**

A. **Personnel & Probable or Imminent Litigation**

Motion to go into Executive Session to discuss Personnel under IL 2(c)(1) was made by Dir Hunter and seconded by Dir Romo. Motion carried.

Roll call was taken and all board members were present except Dir Brian Stump.

Vice Chairman Mayor Paul Schore took seat in Executive Session.

The Board went into Executive Session.

Motion to exit Executive Session was made by Dir. Osenga and seconded by Dir Swanson. Motion carried.

Roll call was taken and all board members were present except Dir Brian Stump absent.

Return to Open Session.

Dir Robert Romo left the meeting.

With the Board back in open session there was no action taken.

VIII. **Next Meeting**

Next Regular Board Meeting- **Thursday, July 27, 2023 (9:00 A.M. at KRMA Board Room)**

Motion to Adjourn was made by Dir Hunter and seconded by Dir Osenga. All board members present voted in favor of, and Dir Brian Stump and Dir Robert Romo absent. Motion Carried.