

KANKAKEE RIVER METROPOLITAN AGENCY
MINUTES
May 25, 2021 – 9:00 A.M
1600 W Brookmont Blvd.

In attendance:

Board of Directors:

Mayor Christopher Curtis, City of Kankakee
Mayor Paul Schore, Village of Bourbonnais
Mayor Brian Stump, Village of Aroma Park
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

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
Terry J. Memenga, Village of Bradley

Vice-Chairman, Mayor Schore, called the meeting to order

Executive Director Dave Tyson read an announcement from City of Kankakee naming the new Elected Officials for the KRMA Board.

I. **Roll Call**

II. **Election of Officers for FY 2021-2022**

- A. **Chairperson** (Currently Chasity Wells-Armstrong) – Dir Hunter nominated Mayor Christopher Curtis for Chairman; Dir Stump seconded that motion. There were no other nominations. Motion passed unanimously. Motion carries.
- B. **Vice-Chairman** (Currently Paul Schore) – Dir Hunter nominated Mayor Paul Schore for Vice-Chairman; Chairman Curtis seconded that motion. There were no other nominations. Motion passed unanimously. Motion carries.
- C. **Secretary** (Currently Brian Stump) – Dir Schore nominated Mayor Brian Stump for Secretary; Chairman Curtis seconded that motion. There were no other nominations. Motion passed unanimously. Motion carries.

III. **Public Comment**

None

III. **Approval of Board Minutes**

- A. **April 27, 2021 – Regular Board Meeting** – Motion to approve the April 27, 2021, Regular Board Meeting minutes was made by: Dir. Schore and seconded by Dir Hunter. All board member present voted in favor; Dir Romo was absent. Motion Carries.

IV. Reports

A. Operations & Maintenance Report

1. Monthly Report

Art introduces his Administrative KRMA staff and Dan Small, Strand Associates, to the new Board of Directors.

Dir Robert Romo joined the meeting.

Art presents the Monthly Operation Report (MOR) which is put together by the Management Staff. The MOR is to help you see what goes on at KRMA. Each attachment has a break down:

- Attachment A- Discharge Monitoring Report (DMR) which is sent to the IEPA
- Attachment B- Monthly Flows Report
- Attachment C- Safety Program ran by Melanie Gossett
- Attachment D- Field Calibration of the flow meters that is required by the IEPA
- Attachment E- Monthly Pretreatment Program Totals

Dir Romo asked if the reports can be edited to add what's allowable and what's not allowable? Art replied yes, and referred him to the graphs in Attachment A. Chairman Curtis asked, is there anything we should be advise of? Art explained, anything concerning will be in red, which is ammonia right now, referring to the graphs in Attachment A. KRMA had three excursions in the month of April. There is a daily requirement per our permit to report ammonia levels and excursions. Dir Schore added that ammonia has become a problem, that is why our Engineering team and staff are working on a goal for a solution to our problem.

B. Executive Director Report

Exec Dir Dave Tyson gave out a copy of the Intergovernmental Agreement (IGA) and By-Laws.

1. Water, Gas & Electric Use/Cost

Exec. Dir. Dave Tyson presented the monthly utility sheets. Exec Dir Tyson stated our generator is back up and running, therefore there will be a difference in MidAmerica bill going forward. The water bill is still not accurate, we will continue to work with Aqua. Everything else seems to be in line. Dir Romo asked about the electric that comes from the hydro. Exec Dir Tyson stated all the energy they produce comes to the KRMA facility.

2. Hauled In Waste Summary

Exec. Dir. Tyson stated hauled in waste is consistent.

3. Operations Report

Exec Dir Dave Tyson stated generator is back on-line. There's a new requirement under our IEPA Permit that we must start monitoring the nutrient that is being discharged into the river. Exec Dir Tyson explained the purpose, process, and expense that the NARP (Nutrient Assessment Reduction Plan) Program is going to take to get it started and going effectively. Dir Hunter asked do we interface with Northern Illinois Angler Association (NIAA) regarding discharge? Exec Dir Tyson stated we will network with other municipalities and NIAA to see if they would like to participate. Chairperson Curtis asked, is the cost reflected within the budget? Exec Dir Tyson replied yes there is a budget line item for consultants.

a. Approval to seek New Hire

Exec Dir Tyson explain that KRMA is down one O & M Operator and would like to start the process of interviewing for a new hire. There were questions about the interview process, advertising, and hiring experience. All questions were answer by Exec Dir Tyson, Art, and Melanie concerning these matters. There was also a suggestion on other ways and places to advertise the position.

C. Financial Report

1. Reports

Karen Benson explained what is presented each month to show how the allocated expenses and collection of revenue effects each municipality. She discusses the balance sheet, stating net position is good. She discusses the receivable and the bond covenant requirement and the revenue and debt payments and how it has been collected and why. Also, explained the number they see on monthly financial may not be accurate due to the timing and when payment was received. Dir Schore gave clarification on how each municipality bill is calculated and based on owner shares and influent used annually if it changes. Karen

gave a breakdown of the capital assets and other assets accounts. KRMA has the bond debt and seven IEPA loans we are currently paying on. Dir Hunter asked what's the interest rate? Karen replied, very low, one-two percent. Dir Romo showed concern about KRMA debt. Karen reiterated that debt service makes up half of KRMA budget, stating the length of time on each debt owed. Karen also discusses the Revenue and Expense elaborating how the revenue of hauled in waste assist KRMA and helps keeps fees low for municipalities. Dir Hunter asked how is hauled in waste determined? Art replied they are considered industrial. Melanie added we have 16 industrials, 7 of which are leachate haulers and 16 septic haulers. Then she explained the procedures for being able to bring waste to KRMA. Chairperson Curtis asked who is our auditor? Karen replied WIPFLI and they have been our auditor for the last 5-7 years and it has not been bid, however, when KRMA does bid, the potential auditors need to be aware and understand how KRMA receivables are recorded.

2. **Hauled In Waste Report**

Karen stated hauled in waste continues to bring in revenue.

3. **Flows Graphs**

Karen Benson presented the flow graphs explaining the difference between the estimation flow that each municipality is budgeted for based off their average flow for the fiscal year for the financial versa their actual flow per month and the percentage total ownership of KRMA.

D. **Communications**

None

V. **Old Business**

A. **Blowers Update**

Exec Dir Tyson gave a brief update to the new member regarding the new blowers. Two of the four blowers have been installed.

B. **Republic Service Update**

Exec Dir Tyson stated KRMA gave Republic Services a proposal agreement to raise their fee to ten cents a gallon. Republic Services asked for one month extension at the current rate, so they can discuss and counteract with a contract. Chairperson asked will the contract be retroactive or start once agreed upon. Exec Dir Tyson stated once agreed upon.

C. **E-Waste Update**

Exec Dir Tyson stated Belson's is accepting e-waste six days a week. We have informed our contractor for e-waste they are done at the end of May 2021. It will up to the individual municipalities to go ahead and shut their sites down.

D. **CSL Update**

Exec Dir Tyson stated CSL is moving ahead with their pretreatment plan. CSL stated they will have plans to us by end of this month. Alan, who is head of our lab, is KRMA's point of contact with CSL, and we are working to get another meeting setup so KRMA can stay in the loop to what's going on.

E. **Approval of Exempt Employees Pay Raise**

Discuss in Executive Session

VI. **New Business**

A. **Proposed Draft Budget Ordinance No. 2020-01 for fiscal year end April 30, 2022**

Karen presented and explained per line item the proposed budget for the Board Member review. Dir Schore stated the Village of Bourbonnais will be paying off their portion of the Bonds and there will have to be some adjustment done when this takes place. This payoff will affect the debt service.

B. **Strand Associates-Plant Expansion Presentation**

Dan Small, Strand Associates presented a PowerPoint regarding expansion of the plant. There were questions about capital cost, number of gallons that will be coming from Republic Services, the length of the contract Republic Services is willing to sign. These questions were discussed. Also, Karen elaborated on the debt layers

as well. Dave closed the presentation stating we want to start working with global representatives and federal lobbyist to assist in finding free money.

C. **Exempt Employees Health Insurance**

Karen presented the Health Insurance break down for the management team annual renewal. Motion to approve Exempt Employees Health Insurance was made by Dir Swanson, seconded by Dir Schore. All members voted in favor. Motion Carries

D. **401K Administrator**

Karen stated that the language for title of the administrator has been changed to reflect Chair and Vice Chair. Therefore, we don't have to change the name when there is turnover within the board members.

E. **Admin for First Trust**

Karen stated the Chairman will be the Administrator of the First Trust Bank.

VII. **Executive Session**

Motion to go into Executive Session to discuss Personnel, and probable or imminent litigation pursuant to Sections 2(c)(1) and 2(c)(11) of the open meetings act, was made by: Dir. Osenga and seconded by: Dir. Stump. Motion carried.

Roll call was taken, and all Board Members were present.

The Board went into Executive Session to discuss Personnel and probable or imminent litigation.

Motion to return to Open Session was made by: Dir. Stump and seconded by: Dir. Schore. Motion carried.

Roll call was taken, and all Board Members were present.

With the Board back in open session, there was one motion.

Motion to approve the Exempt Employees Pay Raise made by Dir Swanson and second by Dir Hunter. All board members voted in favor. Motion Carries

VIII. **Next Meeting**

Next Regular Board Meeting- **Thursday, June 24, 2021 (9:00 A.M. at KRMA Board Room)**

Motion to Adjourn was made by: Dir. Stump and seconded by Dir. Romo. All board members present voted in favor. Motion carried.