

KANKAKEE RIVER METROPOLITAN AGENCY
MINUTES
October 28, 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
Financial Director Robert Romo, Village of Bradley
Alderman Larry Osenga, City of Kankakee
Steven Hunter, Representative, City of Kankakee
David Crawford, Alternate, 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 Memenga, Alternate, Village of Bradley
Steven Zehner, Robinson Engineering
Sara McKenna, WIPFLI
Daniel Giordano, WIPFLI

Chairman, Mayor Curtis called the meeting to order

I. **Roll Call**

All board member present except for Dir Brian Stump, Village of Aroma Park, Dir Robert Romo, Village of Bradley and Dir Danita Swanson. Alternate Terry Memenga, Village of Bradley, sitting in for Dir Romo for deciding vote, and Alternate David Crawford, City of Kankakee, sitting in for Dir Danita Swanson for deciding vote.

II. **Public Comment**

None

III. **Approval of Board Minutes September 23, 2021 – Regular Board Meeting**

Motion to approve the September 23, 2021, Regular Board Meeting minutes was made by: Dir. Hunter and seconded by Vice Chairman Schore. All board members and alternates Terry Memenga and David Crawford present voted in favor and Dir Brian Stump, Dir Robert Romo, and Dir Danita Swanson absent. Motion Carries.

Chairman, Mayor Curtis stated with consent of the Board, we have WIPFLI Auditors via gotomeeting.com to give a presentation and answer any questions concerning our Audit and would like to conduct Audit Presentation from New Business first.

VI. **New Business**

C. **Audit Presentation**

Karen introduces Auditors Sara McKenna and Daniel Giordano with WIPFLI.

Dir Romo joins the meeting

Sara offers awareness by given brief information by page numbers. Sara stated page 1 and 2 on the Independent Auditor's Reports shows a clean and unmodified auditors' opinion. On the Management's Discussion and Analysis, it shows a three-year comparison on KRMA's financial status for review. Sara brief synopsis on pages 10-13. On pages 14-17 she express concern about the custodial credit risk-deposit. Karen informed Sara that they are working with the bank regarding her concern and that she will be proposing action next month. Sara skipped to page 27: Note 11: Subsequent Events. Lastly, she discussed some accounting standard: GASB Statement No. 87 and 96. Sara stated there was **no findings** within the audit this year. Motion to approve the Audit Report was made by Dir Hunter and seconded by Dir Osenga. All board members and alternates David Crawford present voted in favor and Dir Brian Stump and Dir Danita Swanson absent. Motion Carries.

IV. Reports

A. Operations & Maintenance Report

Monthly Report

Art mention KRMA came in 2nd at the Scarecrow Hollow. Melanie state participating was fun, and she had help from some of the O&M Specialist. She also stated that participating in community events like this, shows a fun and positive light of KRMA. Art also discuss the Biobot covid monitoring, it starts November 8, 2021, and runs for a year. Dir Romo asked how is it tested? Melanie responded, we use a portion of the sampling that is already collected from the influent (what's coming into the plant) and send it to their laboratory for testing. Then they trend it with those clinical cases. Chairman Curtis asked, are the using the clinical cases from our county health department? Melanie replied yes and its County wide. Art stated the meeting with CSL went well. They have not addressed the ammonia yet, however the neutralization is running. Art also stated that from October 2021 through May 1, 2022, KRMA will not be purchasing any chlorine due to the cold weather. However, KRMA did pay the higher price of chlorine for the las two months. The increased price of chlorine. Moving forward there will be language placed in our contracts regarding inflation cost. Art informed the board he was contact by Charles Bhushan with CISA (Certified Information System Auditor). They handle cyber infrastructure security. They investigate our system to see if would be subjected to cyber-attacks. He wants to come to see if KRMA would be a target for cyber-attack. Dir Hunter asked is cyber-attack covered in our insurance.? Chairman asked KRMA do they have cyber insurance? Art informed the board he will inquire, however, CISA will come out and check out our infrastructure at no cost. Chairman Curtis on board since the cost is zero just to investigate. Dir Hunter asked if he could come and present a presentation. Chairman Curtis asked Dave to look into cyber insurance for KRMA.

B. Executive Director Report

1. Water, Gas & Electric Use/Cost

Exec. Dir. Dave Tyson presented the monthly utility usage sheet. He stated it's up to date. We received all the usage from the Hydro plant. We have a new water meter; therefore, we should start getting actual reading from Aqua instead of estimations. They have been estimating us higher than our normal usage, so we should be getting an adjustment next month. Everything else looks good for this time of year.

2. Hauled In Waste Summary

Exec. Dir. Tyson stated hauled in waste was a little lower than last month, however it still looking and is above target projected for the year.

3. Operations Report

Exec Dir Dave Tyson acknowledge Melanie and the Operators for the participation of Scarecrow Hollow event. He stated he is contacting IMRF; the O&M Operators union requested to go back IMRF. All cost will have to be on the operators and union if they are eligible. There was discussion regarding if KRMA is eligible to go back to IMRF. Dave informed the board KRMA received a violation letter from IEPA in September 2021 questioning violation we had back in February and March of 2021 regarding the ammonia. There has been correspondence back and forth and IEPA has accepted and approved our plan of correction as of September 30, 2021. Exec Dir Tyson ask Dan Small, with Strand Associate, to conduct his presentation on capacity analysis.

Dan Small presented his presentation on capacity analysis. Chairman Curtis and Vice Chairman Schore had question concerning the Village of Bourbonnais loading numbers? Dan Smalls replied there was a significant increase from lot of the development with the new intersections, however, he will review to make sure. Dir Osenga asked how do you come up with the 15% reserve? Dan Small replied if you take the existing plus new subtotal times 15%. Chairman Curtis asked is any of the projects regarding the Kankakee

Valley Airport within these number? Exec Dir Tyson replied, no, that information was not submitted. Chairman Curtis state the Kankakee Valley Airport is looking at a major expansion, therefore, that needs to be added to the capacity analysis and they need to come in and correlate the specific with KRMA. Vice Chairman Schore asked, are we going to gain capacity to the plant? Dan replied, it's community specifics on what type of reserve you want try to maintain. Dir Hunter asked was there any residential projection reflected in the capacity analysis? Chairman Curtis and Vice Chairman Schore stated that the projections were mostly industrial. Dan stated he will give all the municipalities to revisit the numbers, however, this is time sensitive. Dan also stated that the use of Village of Bradley property will be critical to KRMA expansion. Dir Hunter asked, what the status on buying the Bradley property? Chairman Curtis replied, we will meet with Mayor Watson from Village of Bradley and Dir Romo about the Bradley Property. Exec Dir Tyson stated we need to have CMOM reports complete by April of 2022 for the NPDES Permit. He also stated he still in need of Alternate letters from Village of Bradley and Aroma Park.

C. **Financial Report**

1. **Reports**

Karen Benson presented the financial statements, stating the statement of net position is showing a strong cash balance due to hauled in waste. Chairman Curtis asked, will there be recommendation by next board meeting regarding the excessive revenue? Karen replied yes. Statement revenue/expenses, Karen stated hauled is waste is a little lower than last year. All the expenses are close to budget. Change of net income was little over three hundred thousand and however, it was budgeted at two and a quarter.

2. **Hauled In Waste Report**

There was a discussion regarding the difference between 2021 and 2020 revenue and how it was projected.

3. **Flows Graphs**

Karen Benson presented the year-to-date flow graphs for review.

D. **Communications**

None

V. **Old Business**

A. **Blowers Update**

Dan informed them that Atlas Copco is waiting on a cable that is needed to complete the final toning so KRMA can benefit from the extra energy savings. Exec Dir Tyson asked, have they started they two weeks test period? Dan replied, no. They need to do the control updates and be in auto mode to verify everything is good. Exec Dir Tyson stated after Atlas Copco complete their testing, KRMA has a two-week test period, then they come recalibrate the blowers base off what the two weeks test period tell us.

B. **Republic Service Update-Leachate Treatment Agreement with Landfills**

Attorney Neal Smith informed the board members that he has had a couple cell phone conference with Republic's Attorney. They have agreed upon everything except for the guaranteed minimum on delivery or payment amount. There was more discussion regarding what's currently happening and the projection for KRMA's future with them. Attorney Neal recommend we approval the short-term agreement at the increased rate which expires in May 2022.

C. **CSL Update**

Exec Dir Tyson stated CSL have their permit, the next part of their expansion deals with their ammonia, not sure of completion date.

D. **Proposal for Pretreatment Program**

Motion to approve Proposal of the cost of \$44,000 for Pretreatment Program was made by Dir Romo and seconded by Dir Hunter. All board members and alternates David Crawford present voted in favor and Dir Brian Stump and Dir Danita Swanson absent. Motion Carries.

E. **Board Meeting New Time**

Chairman Curtis discuss board meeting time. Board meeting time will remain at 9am.

VI. **New Business**

A. **Pretreatment Presentation**

Exec Dir Tyson introduce Steven Zehner with Robinson Engineering to present Pretreatment Presentation. Mr. Zehner informs the board about the proposal of local limit study. He discussed the Special Condition #9 in the NPDES Permit that requires KRMA to have a Pretreatment Program. Bringing the Pretreatment Program back to KRMA will give KRMA control to better project what future loadings will be, future flows, as well as who is in compliance with regulation. Mr. Zehner went over all the things Robinson Engineering will be conducting in this presentation: local limits, what is being discharged, and establish what KRMA is not a source of. Robinson Engineering will be also check and monitoring for poly and perfluoroalkyl substance that is coming up on the radar USEPA. Also help KRMA to establish a city usage and pretreatment ordinance that will be adopted by all four of the communities. Dir Romo asked, are you testing the sewer pipes? Mr. Zehner replied no, the analysis would be from the influent and effluent sampling that KRMA already do. Exec Dir Tyson would this information help KRMA know the strength of the industries so everyone can be charging the adequate amount base off the strength of their loading. Chairman Curtis asked is analysis a replacement of what we are currently doing or an addition to what we are currently doing? Mr. Zehner replied, additional. Dir Osenga asked if the forty-four thousand annual fee or a one-time fee? Mr. Zehner replied, it's a five-year fee.

B. **NARP**

Exec Dir Tyson stated data is being collected and it's moving along.

C. **Audit Report Presentation**

Discussed earlier

D. **Consideration of Close Session Minutes**

Motion that the need for confidentiality still exist and to keep the Close Session Minutes closed was made by Vice Chairman Schore and seconded by Dir Hunter. All board members and alternates David Crawford present voted in favor and Dir Brian Stump and Dir Danita Swanson absent. Motion Carries.

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. Hunter and seconded by Vice Chairman Schore. All board members and alternates David Crawford present voted in favor and Dir Brian Stump and Dir Danita Swanson absent. Motion Carried.

Roll call was taken, and all Board Members and Alternate David Crawford were present except Dir Brian Stump and Dir Danita Swanson absent.

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

Return to Open Session.

Roll call was taken, and all Board Members and Alternate David Crawford present except Dir Brian Stump and Dir Danita Swanson absent.

With the Board back in open session, there was no motion.

VIII. **Next Meeting**

Next Regular Board Meeting- **Thursday, November 18, 2021 (9:00 A.M. at KRMA Board Room)**

Motion to Adjourn was made by: Dir. Osenga and seconded by Dir Hunter. All board members and alternates David Crawford present voted in favor and Dir Brian Stump and Dir Danita Swanson absent. Motion Carried.