

**MINUTES OF THE REGULAR MEETING,
WEDNESDAY, MAY 15, 2019**

The Board of Trustees of the Sanitary District of Decatur, Illinois met in regular session May 15, 2019 at 5:30 pm at the District's Office, 501 Dipper Lane. Present for the meeting were board members Dan Smallwood, Rob Jacobsen, Katie Anderson and Megan Baskerville. Phil Cochran arrived at 5:32. Also present, were Kent Newton, Executive Director/CFO; Don Miller, Director of Engineering; J.D. Malone, Director of Maintenance; Dave Collard, Director of Operations and Compliance; Jamie Ringler, Administrative Coordinator; and Ed Flynn, General Counsel for the District. The audience included, Terry Boyer from Donohue and Associates, Kevin Hannel from Farnsworth Engineers; staff members Kelly Carstens and Latisha Greve.

Mr. Smallwood called the meeting to order and led the Pledge of Allegiance.

There were no Public Comments

Mr. Flynn approached the board with the election of officers.

Mr. Newton suggested replacing himself as an Assistant Clerk with Kelly Carstens. This will allow Mr. Newton to sign as the director on paperwork and have the additional signature of the Assistant Clerk, Ms. Carstens, instead of two signatures of Mr. Newton.

12997 Mr. Jacobsen moved that the following officers be elected for the FY 19/20 and serve without additional compensation; President Dan Smallwood, Vice President Phil Cochran, Clerk Rob Jacobson, Assistant Clerks Megan Baskerville and Kelly Carstens and Treasurer Katie Anderson. Motion seconded by Ms. Anderson. Motion carried unanimously.

Mr. Flynn carried out the Oath of Office with Phil Cochran and Katie Anderson.

12998 Ms. Anderson moved that the salaries for the trustees of the SDD for the FY 19/20 be set at \$6,000.00 per year and the President, Vice President, Clerk, Asst. Clerk and Treasurer serve without additional compensation. Motion seconded by Mr. Cochran. Motion carried unanimously.

12999 Mr. Jacobson moved that Mr. Flynn be retained as general counsel for the SDD for the FY 19/20 and his compensation remain at \$225.00 per hour. Motion seconded by Ms. Baskerville. Motion carried unanimously.

13000 Mr. Cochran moved that the items on the Consent Agenda including minutes of the Public Hearing, Regular Meeting and Closed Session on April 24, 2019; Payroll and Checks including travel expense reimbursements as submitted; Bank Resolution Amendment – Hickory Point Bank; Bank Resolution – First Mid Bank & Trust and Annexation Ordinance NO 19-04 3990 South Mt. Zion Road, Decatur, IL 62521 be accepted, approved, set, and issued; that the President, Clerk and Executive Director be authorized and directed to take all actions required to execute the items on the consent agenda and that the Closed Session Minutes shall not be made public without additional board approval. Motion seconded by Ms. Anderson. Motion carried unanimously.

Mr. Newton, Trustee Mr. Cochran and President Mr. Smallwood met with the new City Manager, Scot Wrighton, to discuss interactions between the City and the District. He was able to provide some clarification on why the Buckhead Estates subdivision is part of the District. Mr. Wrighton was the Village Manager in Mt. Zion when they connected to the district. The property was under one property owner's control at the time and allowed all of Mt. Zion to be annexed into the sanitary district. One anniversary not in the board packet was Rayce Frey at 1 year. Mr. Newton also recognized Tim Gordon's 30 years with the district. There are also 2 new employees to add for the month of May, Brenda Bickers and Thomas McGarry. Mr. Newton has been working on the RFP for the financial service software. The current software is coming out of support at the end of the year. There is a nine-month lead time on getting software installed and getting people trained. Even though the software will be out of support, there will still be people that can write the program and maintain it. The RFP is due June 21st and will come back to the Board to approve in August. Mr. Newton will be at the GFOA Conference the 17th to the 24th. Don Miller will be in charge while Mr. Newton is away. There was an SSO on the last day of the year which will impact the performance benchmark.

Mr. Miller presented the Engineering's Director's Report included in the packet. Construction has kicked off full swing. Lots of activity at the West Headworks Project. New screens have started to run today as well as washer compactor, both in manual mode. No SCADA control on them as of now. Within the next 10 days the 003 building will start taking parts out. The Steven's Creek Sewer Creek project has a change order. The Nitrification Clarifier is still waiting on the mechanism to arrive. It should be in the first week of June. The process is continuing for dewatering and installing the ground pumps. The Effluent Pump #2 Installation Project has started. The contractor is expected on site next week. This should be a seven-day installation. One issue has come up. The gate has been leaking more water than expected when the maintenance men have been dropping the gate in that bay. It should still be manageable, but more of a challenge for the contractor. There has been signs of improvement. The administrative office master planning has no change since the last board meeting. There was a final draft received for Phase I and will be sent to Trustee Cochran for review. All technical memorandums have been received for the Resource Recovery Master Planning. The report has been distributed internally and will receive reviews back by the 24th to send for final review to Donohue. Before finalizing the recommendations moving forward on the Biosolids, Mr. Miller suggested a sit down to pose some questions. There are decisions that need to be made on short, mid and long-term plans. One question is whether to move to Class A Biosolids or stay with the land application and not taking the solids to the next level. It is more expensive for Class A Biosolids. Sewer pre-clean televising and PACP rating was slow in the beginning because of the rain. There was an issue with lids leaking into the attic space on the Digester Complex Upgrades. Christy Foltz is working on replacing the sump wells. There was no material loss around the sump wells. A report back on the digester might be completed by next month's meeting.

Mr. Malone reviewed the Maintenance Report included in the packet. There were 1280 work orders completed last month. There was a lot of rain coming in last month. There was an SSO on the Oreana/Argenta force main. A call was received around 9 am. The man in charge of the Oreana/Argenta wastewater system had received a call from a citizen that the manhole riser was broken and there was standing water. The force main is along RT 48 and traffic control was set up. The vactor pulled water out of the vault and the air release was off. The

brass valve was split in half. There might have been a casting issue or material defect. There are now extra ball valves on the service truck for quick replacement if needed. Mr. Jacobson suggested sending the broken pieces of the ball release valve back to the manufacturer to find out what happened. Mr. Malone was also going to disassemble the ball valves once they are removed and look for corrosion and degradation. Mr. Collard stated that the adjacent ditches were void of standing water and the ground was completely saturated so little if any overflow water would have absorbed into the ground. Mr. Collard did report the situation to the IEPA. David Sleeth attended the AFE training for Certified Plant Supervisor Certification. There is a four-hour long certification test. He passed with an 89%. Replacement fuel pumps have been installed at the plant and at the Wyckles facility. The conduit is getting finished for the controls. It will be connected with an ethernet cable to avoid a conduit job. Once complete, there will be a spreadsheet that will have all fuel documented. Sample lines for the chlorine contact tanks have been completed underground. The control panel for the high mast light shifted and the conduit broke underground. A proper pad will be poured for the control panel to sit on. The County Fair pump station is fully functional. It is added to the Tuesday, Thursday pump station operator route. E.L. Pruitt completed installation of the replacement boiler. Mr. Malone will bring pictures next month to show the installation location. King Lar had to perform an emergency repair on AHU-2. The compressor failed and has been replaced. The most efficient replacement would be a new unit on the roof and a new coil downstairs. A new coil would have been a couple months to get and when the coil was installed, there was duct work placed right on top. All the old duct work will need to be pulled out before reaching the coil. There is a budgetary number put into the capital plan for a complete replacement within 5 years. This will depend on the outcome of the building study. Jamey Oliver the system integrator is getting ready to update the SCADA program from a 5.5 to 5.9. All computers will need to be windows 10. Will wait until November to finish the final execution which will allow the operational portion of the disinfection season to be completed. Mr. Oliver is also doing the bulk of the system integration of the headworks project. The plant received the Energy Efficiency Program reimbursement checks. The Damon MCC Replacement received \$51,635.00 and the 259 MCC Replacement received \$32,200.00.

Mr. Collard presented the Director of Operations Report. The nickel issue has completed the site-specific rule, approval for USEPA and according to the CCA, the next step was to put in a request for modification to the existing permit. The agency has it in hand and is reviewing. The USEPA indicated they will use the new limits issued in the Illinois Pollution Control Board Site Specific Rule to consider the AOC concerns. The agency has gotten the new operator certification regulations passed. This requires all operators to carry a certain amount of CEUs over a three-year rotational period. The operators will be going to more training than in the past. There will be some in house training. Mr. Newton stated there will be minimal impact on the budget. Mr. Collard stated Brenda Bickers has started in the lab. There has been a lot of rain this month. 124% of average flow. The plant is handling it well. Operators are maintaining the disinfection compliance.

Mr. Newton mentioned the operation staff has moved around a bit. Tim Gorden moving into the supervisor position has created an opening on first shift. Matt McElroy has moved from third shift to first shift. Tyson Royer and Donald Neece have moved to third shift. There are 2 operators assigned to all shifts except weekends and Monday and Fridays on 2nd and 3rd shift.

- 13001** Mr. Cochran moved that the 2018-19 performance incentive for non-bargaining unit employees be set at 80 percent of the budgeted amount and be paid on the first practical payday. Motion seconded by Ms. Anderson. Motion carried unanimously.
- 13002** Mr. Jacobsen moved that a one-year contract extension with Eastern Illinois University of the “Ecological condition of a stretch of the Sangamon River receiving effluent from the Sanitary District of Decatur: Focusing on water chemistry, qualitative habitat assessment, and the mussel, macroinvertebrate, and fish assemblages qualitative habitat assessment, mussel assemblage, tiered-aquatic life use, and the sport fishery” be approved, and that the Executive Director be authorized and directed to execute said contract extension at a not-to-exceed cost of \$70,921.00. Motion seconded by Ms. Anderson. Motion carried unanimously.
- 13003** Mr. Jacobson moved that the Sanitary District of Decatur approve Change Order 01 to the Stevens Creek Sewer Repairs contract with Beyers Construction, decreasing the contract amount by (\$29,125,79) to a new contract amount of \$179,169.65 with no change in contract time - - and that the executive director be authorized and directed to execute said change order. Motion seconded by Ms. Anderson. Motion carried unanimously.
- 13004** Mr. Cochran moved that the Executive Director be authorized and directed to issue a purchase order to Vulcan Industries C/O Vandavanter Engineering the sole source supplier for Vulcan Industries in our region, for two (2) Vulcan Industries EWP 300 washing presses in the amount of \$156,278. Installation services shall be procured separately as directed by the procurement policy. Motion seconded by Ms. Baskerville. Motion carried unanimously.
- 13005** Mr. Jacobson moved that the Sanitary District of Decatur approve pretreatment permit No. 395 for H & M Trucking, in the duration of one year to haul pretreated effluent to the SDD and direct District Staff to execute the permit immediately. Motion seconded by Mr. Anderson. Motion carried unanimously.

There was no Attorney Report.

There were no comments from the public.

Trustee comments: Mr. Smallwood stated his concern that the District always seems to be bailing consultants and contractors out. He requested that people do their jobs and not put the Board in that position.

- 13006** Ms. Baskerville moved that the board go into closed session for the purpose of discussing matters that are statutory exceptions to the requirements of the Open Meetings Act as outline in: Sec 2c-1, a personal matter concerning specific employees. Motion seconded by Mr. Cochran. Motion carried unanimously.

The board adjourned at 6:59 pm.