

**MINUTES OF THE PUBLIC HEARING**  
**Wednesday, May 25, 2022**

The Board of Trustees of the Sanitary District of Decatur, Illinois met in a Public Hearing session May 25, 2022 at 5:30 pm at the District's Office, 501 Dipper Lane. Present for the board meeting were board members Dan Smallwood, Phil Cochran, Megan Baskerville, Kurt Younghouse, and electronically, Rob Jacobsen due to illness. Staff present at the meeting were Kent Newton, Executive Director/CFO; Don Miller, Director of Engineering; J.D. Malone, Director of Maintenance; Dave Collard, Director of Operations and Compliance; Tina Brown, Administrative Office Coordinator, and Ed Flynn, General Counsel for the District. The audience included staff member, Latishia Greve and retired staff member, Brian Tish.

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

Mr. Flynn swore in Phil Cochran and Kurt Younghouse for their terms of office.

The meeting moved forward with the Public Hearing regarding the 2022/23 budget for the Sanitary District of Decatur. The Appropriation Ordinance which is the maximum amount the District can spend in a year is \$50,237,466. There were no comments from the public or trustees.

**13170** Mr. Cochran moved that the Public Hearing adjourn. Motion seconded by Ms. Baskerville. **Motion carried unanimously.**

The meeting adjourned at 5:32 pm.

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Clerk

**MINUTES OF THE REGULAR MEETING  
Wednesday, May 25, 2022**

The Board of Trustees of the Sanitary District of Decatur, Illinois met in regular session May 25, 2022 at 5:32 pm at the District's Office, 501 Dipper Lane. Present for the board meeting were board members Dan Smallwood, Phil Cochran, Megan Baskerville, Kurt Younghouse, and electronically, Rob Jacobsen due to illness. Staff present at the meeting were Kent Newton, Executive Director/CFO; Don Miller, Director of Engineering; J.D. Malone, Director of Maintenance; Dave Collard, Director of Operations and Compliance; Tina Brown, Administrative Office Coordinator, and Ed Flynn, General Counsel for the District. The audience included staff member, Latishia Greve and retired staff member, Brian Tish.

Mr. Smallwood called the meeting to order.

Mr. Newton stated for the board minutes that Mr. Jacobsen, was participating electronically due to illness, and was eligible to vote on motions.

Mr. Smallwood turned the meeting over to Mr. Flynn. Mr. Flynn then called for nomination of officers.

**13171** Mr. Jacobsen moved that the following officers be elected for FY 22/23 and serve without additional compensation.

President	Dan Smallwood
Vice President	Phil Cochran
Clerk	Rob Jacobsen
Asst. Clerks	Kurt Younghouse and Kelly Carstens
Treasurer	Megan Baskerville

Motion seconded by Mr. Cochran. **Motion carried unanimously.**

Mr. Flynn turned the meeting over to President Smallwood.

**13172** Mr. Cochran moved that the salaries for the trustees of SDD FY 2022/23 be set at \$6,000 per year and the President, Vice President, Clerk, Asst. Clerk and Treasurer serve without additional compensation. Motion seconded by Ms. Baskerville. **Motion carried unanimously.**

**13173** Mr. Jacobsen moved that Mr. Flynn be retained as general counsel for the SDD FY 2022/23 and his compensation be set at \$255.00 per hour. Motion seconded by Mr. Younghouse. **Motion carried unanimously.**

**13174** Mr. Cochran moved that the items on the Consent Agenda including Minutes of the Regular Meeting and Closed Session on April 20, 2022; Payroll and Checks including travel expense reimbursements as submitted; Retaining auditors for FY 2021-22; Non-Contiguous Service Agreement for 3080 South Business Rt. 51 and Resolution R22-03 – Resolution for Corporate Banking and Investment 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 Mr. Younghouse. **Trustees Cochran, Baskerville, Jacobsen, Younghouse, and Smallwood voted Aye, and the motion passed.**

Mr. Newton reviewed the Executive Director's Report that was included in the packet. Trustees were given golf shirts with the District logo that can be worn when attending conferences and public events as a District representative. A preview of the DCC Marketing's concept for a public relations campaign for the District will be given to trustees to review. Mr. Newton asked for the trustees to provide him with feedback on the concept before he moves forward with it. The property tax rate is lower than Mr. Newton had projected due to the value of property increasing much more than anticipated. The final score for the performance incentive was 90 which equates to a 95% of the maximum award for eligible staff. The District is experiencing some unanticipated turn over of staff and have available positions in almost all departments.

Mr. Miller presented the Director of Engineering Report included in the packet. The District is on track for the July 22, 2022 ship date for the new digester cover. The siding is being installed on digester #1. The Lake Shore Drive Pump Station replacement project is proceeding. The concrete pour for the deck was done on the hottest day of the year, and the temperature caused surface cracking on the deck. After an investigation, it was confirmed that the cracking did not lead to any structural issues. The installation of the Effluent Pump #3 replacement is complete. The house on Koshinski Lane has been demolished. Mr. Cochran pointed out part of the agreement with Burns and McDonnell includes a standard section developed for Sanitary District projects that will be appearing on every contract.

Mr. Malone reviewed the Director of Maintenance Report included in the packet. There were 684 completed work orders for the last month. All PM's are now in the new CMMS, Beehive. The transition from going from paper work orders to tablets is going well overall. The Larkdale Pump Station motor control center and switchgear installation has been completed. The completion paperwork has been submitted to Ameren who will give the District a \$23,000 grant for switching from soft starts to variable speed drives. Mr. Malone has been working toward solutions to prevent another incident involving improper lock out procedures on equipment. A local company that does a variety of safety training came out and conducted in depth lock out/tag out training with staff. Mr. Malone is working on finding someone to provide high voltage training, but for the now, it was decided to have contractor's who have already been trained on high voltage to assist with training District staff. After talking to local contractor's, Mr. Malone was informed Peyton Technical Services from Indiana could come out to provide the proper training. Mr. Malone gave an update on the Neuros Turbo Blower rebuild. The total cost will be around \$87,000. Sierra Centola and Ben Whitney have started as seasonal laborers. Bradley Centola will begin the first week in June.

Mr. Collard presented the Director of Operations Report included in the packet. The disinfection season so far is going well. The District has finalized the review of the QAPP (Quality Assurance Project Plan). Geosyntec will be submitting the QAPP documentation to the IEPA by the end of the week. Geosyntec sent Mike Hogan for a site visit to reconnoiter some of the selective sites of where the testing equipment is going to be installed. Keith Richard, laboratory supervisor, accompanied Mr. Hogan on the visit. Geosyntec and Black & Veatch have offered several examples of administrative controlling documents that other watershed groups have utilized to control their operation study groups. The introductory/coordination meeting with a couple of local industries went well. In future meetings, to help consolidate the topic on the Nutrient Management Program, it will have its own section under the departmental reports.

**13175** Mr. Jacobsen moved that the Ordinance No. 22-04, Budget and Appropriation Ordinance be approved, with no salary and wage increases for any employees and that the President and Clerk be authorized and directed to sign said ordinance. Mr. Newton pointed out that additional Board action will be required to implement salary increases after the collective

bargaining agreement negotiations are completed. Motion seconded by Mr. Younghouse. **Motion carried unanimously.**

**13176**Ms. Baskerville moved that the 2021-22 performance incentive for non-bargaining unit employees be set at 95 percent of the budgeted amount and be paid on the first practical payday. Motion seconded by Mr. Cochran. **Motion carried unanimously.**

**13177**Mr. Cochran moved that the Sanitary District of Decatur accept final change order #01 for South Shores Sewer Rehab project with SAK Construction, decreasing the contract amount by (\$354,283.44) to a new contract amount of \$8,412,253.56, with an increase in final completion date to 338 days and that the Executive Director be authorized and directed to execute said change order. Motion seconded by Ms. Baskerville. **Motion carried unanimously.**

**13178**Ms. Baskerville moved that the Sanitary District of Decatur enter into a professional services agreement with Burns and McDonnell for the Wet Weather Sewer System Study from Damon Ave to the main treatment plant in the actual cost not to exceed amount of \$299,533 and that the President and Clerk be authorized and directed to execute said agreement. Motion seconded by Mr. Cochran. **Motion carried unanimously.**

Attorney's Report will be discussed during the closed session.

Brian Tish, retired Sanitary District staff member, shared his concerns about how the electrical incident was handled.

Trustee Younghouse, is thankful for the opportunity and excited to be a part of the board.

**13179**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 personnel matter concerning specific employees and Sec 2c – 2, Collective Bargaining and/or Salary Schedule For 1 or More Groups of Employees. Motion seconded by Mr. Younghouse. **Motion carried unanimously.**

**13180**Mr. Jacobsen moved that the board adjourn. Motion seconded by Ms. Baskerville. **Motion carried unanimously.**

The meeting adjourned at 6:52 pm.

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Clerk