

**MINUTES OF THE REGULAR MEETING
Wednesday, May 26, 2021**

The Board of Trustees of the Sanitary District of Decatur, Illinois met in regular session May 26, 2021 at 5:30 pm at the District's Office, 501 Dipper Lane. Present for the board meeting were board members Dan Smallwood, Megan Baskerville, Rob Jacobsen, Phil Cochran, and Katie Anderson. 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.

Immediately following the Public Hearing Mr. Smallwood called the meeting to order.

Mr. Smallwood turned the meeting over to Mr. Flynn. Mr. Flynn swore in Trustee Ms. Baskerville.

Mr. Flynn then called for nomination of officers.

- 13105** Ms. Anderson moved that the following officers be elected for FY 21/22 and serve without additional compensation.

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

Motion seconded by Ms. Baskerville. **Trustees Cochran, Baskerville, Jacobsen, Anderson, Smallwood vote Aye, and the motion passed.**

- 13106** Mr. Cochran moved that the salaries for the trustees of the Sanitary District of Decatur for FY 2021/22 be set at \$6,000.00 per year and that the President, Vice President, Clerk, Asst. Clerk and Treasurer serve without additional compensation. Motion seconded by Ms. Anderson. **Motion carried unanimously.**

- 13107** Mr. Jacobsen moved that Mr. Flynn be retained as general counsel for the Sanitary District of Decatur for the FY 2021/22 and his compensation be set at \$250.00 per hour. Motion seconded by Ms. Baskerville. **Motion carried unanimously.**

There were no Public Comments

- 13108** Mr. Cochran moved that the items on the Consent Agenda including minutes of the Regular Meeting on April 21, 2021; Payroll and Checks, including travel expense reimbursements as submitted; Pretreatment Permit for Decatur Memorial Hospital; Resolution R21-03 – Surplus Property; 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. Motion seconded by Ms. Anderson. **Trustees Cochran, Baskerville, Jacobsen, Anderson, and Smallwood voted Aye, and the motion passed.**

Mr. Newton reviewed the Executive Director's Report that was included in the packet. The Covid-19 protocols have not been updated yet. The District is waiting on OSHA to come out with their pronouncements. The Labor Management's subcommittee will meet to discuss the plan of action once OSHA makes their guidelines known. The District did receive two proposals for an Asset Management Software and has decided begin contract negotiations with Beehive Industries located out of Lincoln, Nebraska. The Utility Management Conference will be held in person August 3-6, 2021 in Atlanta, Georgia. Any employee planning and District traveling will need to be fully vaccinated before traveling. The Final Performance Incentive was at 80 points. Mr. Smallwood inquired if there were any requirements in place for steel-toed shoes to be worn by employees. The District is looking into the best policy to follow with implementing safety shoes.

Mr. Miller presented the Director of Engineering Report included in the packet. The Digester Complex project is moving slow due to reconciling elevation issues for the new cover. In the specification, the District had committed to pumping down the digester contents down to an elevation of 593.0. The pumps quit at an average of 595.5. A rough draft schedule has been received for the Lake Shore Drive Pump Station Replacement project. The District has received a letter indicating the loan for the South Shores Sewer Rehab project has gone through, and the project has been awarded to SAK. The seal coating has been completed in the plant by Dunn Company, and they will be finishing work at the Wyckles Facility. Opening bids for the Roof Rehabilitation Project took place this last month. It was bid as a labor only contract. The lowest bidder was Top Quality. An RFQ was issued for the Program Manager for the Phosphorus removal. Mr. Newton informed the trustees they will be the ones selecting the firm the District will have for the Phosphorus Removal Project. Mr. Flynn encouraged that the trustee should be the only ones selecting the firm.

Mr. Malone reviewed the Director of Maintenance Report included in the packet. There were 1,248 completed work orders for the last month. Congratulations to Mark Lindgren as the new Maintenance Supervisor and David Sleeth as the I&C Supervisor. Thanks to Jamey Oliver for stepping into the role as I&C Supervisor while a transition was taking place. The District is starting to get seasonal employees hired for the summer. Laborer-in-Training position has been posted. The discharge chutes for the 203 washer/compactors were installed. Thanks to Early West who did a great job when there were issues before the new discharge chutes were installed. Ford is planning to release an electronic truck. Mr. Malone is possibly considering purchasing one for the Pump Station Inspector that drives around to the various pump stations on a weekly basis. Discussion took place regarding an issue at the Hickory Point Pump Station. Modifications were made to prevent future issues that led to an overflow of FOG (Fats/Oils/Grease) likely contributed by restaurants. Mr. Flynn mentioned the possibility of a need to pass an ordinance that would require restaurants to have a permit that would monitor the FOG that is discharged into the sewer system. Further discussion will take place as to the best plan of action for this.

Mr. Collard presented the Director of Operations Report included in the packet. On May 21, 2021 the District sent a response to the Agency's last correspondence related to the permit. A significant amount of nickel from ADM was released into the sewer system. It will cause the District to not meet its own nickel limits. The IDEXX test for fecal chloroform that started to provide false positive tests two years ago has not produced a single correct result this year. It is believed that a thermal tolerant chlorine resistant non-fecal bacteria is present in the plant and is causing the false positives. The District is testing a test method for fecal coliform that has not been approved by the EPA for reporting purposes but can provide process monitoring data in less time. Quite a bit of solids are being wasted which began with the Tate & Lyle discharge. Rayce Frey has moved from the position as Sampler Tech to Lab Tech.

13109 Mr. Jacobsen moved that the Sanitary District of Decatur issue purchase orders to sole supplier Kirby Risk for three (3) Allen Bradley Intellicenter Motor Control Centers (231 Building \$77,900, 210 Building \$144,343.50, and Larkdale Pump Station \$70,014.75 – and that the executive director be authorized and directed to execute said purchase order. Motion seconded by Ms. Anderson. **Motion carried unanimously.**

13110 Ms. Anderson moved that the 2020-21 performance incentive for non-bargaining unit employees be set at (80) percent of the budgeted amount and be paid on the first practical pay date. Motion seconded by Ms. Baskerville. **Motion carried unanimously.**

There were no Attorney, Public or Trustee Comments.

13111 Ms. Anderson 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 - 2 Salary Schedule For 1 or More Groups of Employees. Motion seconded by Mr. Cochran. **Motion carried unanimously.**

The Board entered closed session at 6:55 pm and returned to Open session at 7:20 pm

13112 Ms. Anderson moved that the board adjourn. Motion seconded by Mr. Cochran. **Motion carried unanimously.**

The meeting adjourned at 7:20 pm.

Clerk