

MINUTES OF THE REGULAR MEETING
Wednesday, October 18, 2023

The Board of Trustees of the Sanitary District of Decatur, Illinois met in regular session October 18, 2023, at 5:35 pm at the District's Office, 501 Dipper Lane. Present for the board meeting were board members Dan Smallwood, Rob Jacobsen, Megan Baskerville, Kurt Younhouse and Phil Cochran. Staff present at the meeting were Kent Newton, Executive Director/CFO; Don Miller, Director of Engineering; J.D. Malone, Director of Maintenance; Ashley Bailey, Director of Compliance & Innovation; Hailey Beals, Administrative Office Coordinator and Ed Flynn, General Counsel for the District. The audience included Cathy Mansor with MCK CPA's & Advisors.

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

There were no Public Comments.

Ms. Mansor presented a brief description of the 2022-2023 Audit Report for the Sanitary District.

13266 Mr. Cochran moved that the items on the Consent Agenda including Minutes of the Regular Meeting of September 27, 2023, and Payroll and Checks including travel expense reimbursements as submitted and 2022-2023 Audit Report be approved and 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 Mr. Jacobsen. **Trustee Smallwood, Baskerville, Jacobsen, Younhouse and Cochran voted Aye, and the motion passed.**

Mr. Newton reviewed the Executive Director's Report that was included in the packet. Mr. Newton stated that we have not signed the electricity contract yet because prices increased due to the new conflict in Israel. Our consultant has notified the top suppliers of our pricing target, and they will be pricing daily and forewarning us of any material changes in the market that we should be concerned about. Mr. Newton spoke with our investment advisor, and they do not recommend investing in corporate bonds at this time. We have discussed locking in \$10 Million of the portfolio in investments with maturities of between 5 and 10 years. Busey will also be filling in any months that currently have no investments maturing over the next three years. Mr. Newton is going to recommend the June Board Meeting of 2024 be moved to Thursday, since Wednesday is Juneteenth.

Mr. Miller presented the Engineering Report that was included in the packet. Mr. Miller relayed that the Grit Classifiers we were expecting, are delayed 30 days. Mr. Miller discussed the first phase of the Administrative Office Complex and stated that we had our kick-off meeting. Mr. Newton provided input about the boardroom, being a separate area that is accessible directly by the public, but also multi-faceted. Mr. Miller stated that we had a meeting with the City and ADM, regarding the northeast quadrant pump station, along Brush College Road. Mr. Miller stated that we have started clearing the area of the force main along Faries Parkway. Mr. Miller noted there is no update on the Project Manager Report. Mr. Miller declared that we are going to wait on the Roof Replacements, due to extremely high prices, and will be looking into training District staff to do maintenance repairs.

Mr. Malone reviewed the Maintenance Report that was included in the packet. Mr. Malone stated that the maintenance group completed 533 work orders in the last month. Kyle

Stewart, from the I&C Department, replaced all the VFD's, soft starts, and starters at Lost Bridge lift station, and cleaned up the wiring. Mr. Malone praised Mr. Stewart for the great job he completed. Mr. Malone stated the maintenance guys did a great job with the clearing at the McKinley forestry line, and that the weather has been perfect for it. Mr. Malone announced that all the repair parts for the Front Gate have shipped, along with a few new added layers of protection. Mr. Malone discussed the CDL training program. Purchase orders have been issued for passenger trucks, but no expected shipment date has been provided to the District. Mr. Malone discussed that our email blocking software has been working overtime.

Ms. Bailey presented the Compliance and Innovation Report included in the packet. Ms. Bailey stated that our disinfection season is coming to an end. We did have one exceedance, but the Operators have been working really hard on keeping everything under control, despite being hit hard by the Industrial Users. Ms. Bailey noted that staff has been working hard on land application preparation, and that we're looking at October 30th to get started. Ms. Bailey stated all required compliance reports have been submitted in time, Ms. Bailey discussed that we hired a new Operator, Lewis Feltes, who comes from the Environmental Department at ADM, and he is catching on very quickly. Austin Gruber, our Pretreatment Administrator, was gone for a few weeks on paternity leave, and Primient and ADM hit us hard during that time. They will be receiving warning notices. Septic Specialists is also receiving a warning notice, due to not complying with our dumping procedures. Ms. Bailey noted that we have been meeting with Black & Veatch frequently, and ADM and Primient. Ms. Bailey stated that we have been meeting with Geosyntec and Black & Veatch to get the Watershed Group formation proceeding.

13267 Ms. Baskerville moved that the Sanitary District of Decatur enter a contract with Christy-Foltz, Inc for the Admin. Stairs and Sidewalk Repairs in the amount of \$54,178.00 and that the president and clerk be authorized and directed to execute said contract. Motion seconded by Mr. Younghouse. Mr. Newton commented that the repairs were needed to move from the lower level to the parking lot level even if the Administration Building is eventually demolished. **Motion carried unanimously.**

13268 Mr. Younghouse moved that the Sanitary District of Decatur enter into a Professional Services Agreement with Black and Veatch for the Design Services outlined in the agreement for the Laboratory Design Support in the actual cost not to exceed amount of \$71,600 "Subject to Final Attorney Review of the Language" and that the president and clerk be authorized and directed to execute said agreement. Motion seconded by Mr. Jacobsen. **Motion carried unanimously.**

13269 Mr. Jacobsen moved that the Sanitary District of Decatur issue a purchase order to Morrow Brothers Ford for the purchase of (1) 2024 Ford F550 2WD Cab & Chassis (State Contract #BOSS-4-B-21143) in the not to exceed amount of \$75,000.00 – and that the executive director be authorized and directed to execute said purchase order. Motion seconded by Mr. Cochran. Mr. Malone commented that there will be a second purchase order needed for the service body for this truck and that he expected the purchase order for the truck to be less than the requested amount after the size of the truck and required options are verified with the service body manufacturer. **Motion carried unanimously.**

There was no Closed Session, Attorney Report, Public Comments or Trustee Comments.

13270 Ms. Baskerville moved that the board adjourn. Motion seconded by Mr. Cochran. **Motion carried unanimously.**

The meeting adjourned at 6:53 pm.

The next meeting is scheduled for November 15, 2023, at 5:30 PM.

Clerk