

## **MINUTES OF THE REGULAR MEETING**

### **Wednesday, December 27, 2023**

The Board of Trustees of the Sanitary District of Decatur, Illinois met in regular session December 27, 2023, at 5:30 pm at the District's Office, 501 Dipper Lane. Present for the board meeting were board members Dan Smallwood, Rob Jacobsen, Megan Baskerville, Kurt Younghouse 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; Tim Gorden, Chief Operator; Hailey Beals, Administrative Office Coordinator and Ed Flynn, General Counsel for the District. The audience included Bently Green (electronically) with Black & Veatch.

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

There were no Public Comments.

**13275** Mr. Jacobsen moved that the items on the Consent Agenda including Minutes of the Regular Meeting of November 15, 2023; Payroll and Checks including travel expense reimbursements as submitted; 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 Ms. Baskerville. **Smallwood, Baskerville, Jacobsen, and Cochran voted Aye, Younghouse was absent and the motion passed.**

Mr. Younghouse arrived at 5:35 pm

Mr. Newton reviewed the Executive Director's Report that was included in the packet. Mr. Newton thanked the board for accommodating the last-minute schedule change for the meeting. Mr. Newton asked the Board if the February Board Meeting worked for the budget review date. Mr. Cochran and Mr. Jacobsen stated that they would be out of town. Mr. Newton stated he will pick a date after March 5<sup>th</sup> to schedule the review. Mr. Newton stated that the Bond market continues to rally, which is good news for us. Our portfolio has gained \$1.3M since October 31, and is expected to continue to rise for the first part of the year. Mr. Newton outlined the two motions in new business.

Mr. Miller presented the Engineering Report that was included in the packet. Mr. Miller stated the fermentation reactor pilot project is progressing, and the compressor showed up today. Mr. Miller let the Board know that preliminary layouts for the Administrative Complex were available for their review. Mr. Miller stated that Black & Veatch provided a first draft of the lab layout. Mr. Newton noted that the mechanical room was small because we are looking at the mechanical room being a penthouse at the top of the building. Mr. Miller discussed there are other projects that are ongoing, including the lost bridge force main renewal and the collections system master plan. Mr. Miller noted the Groundwater Dewatering Project, a new project. Mr. Miller stated after completing some well cleaning, and seeing no improvement in the amount of water that is moving to the dewatering wells. Mr. Miller stated that we had a meeting with Martha Silks, who has done extensive work with the District, to discuss the development of a scope of work. Mr. Cochran asked Mr. Miller if we are still on target for the Lost Bridge Force Main renewal schedule, and the study for the Collections system. Mr. Miller stated there have been a couple of delays, but both projects are on track to be completed on time.

Mr. Malone reviewed the Maintenance Report that was included in the packet. The maintenance group completed 510 work orders in the last month, which puts us at 10,000 work orders completed for the year. Mr. Malone stated that we are advancing with the Beehive transition, and work orders are getting entered quicker. Mr. Malone stated we received the F250, 3-5 months early, and we received the VIN number for the Maverick we ordered. Mr. Malone has not received VIN numbers for the F550 or the Vans that we ordered. Mr. Malone is looking at ordering a new dump truck, and he hopes to have a motion for the Board's review next month. Mr. Malone stated that we had our second student complete his CDL driver training, Lance Smith. Tanner Randall has completed his classroom portion of the training, and he will commence his driver training, weather permitting. The Maintenance group repaired 203 drains in the basement ceiling. Mr. Malone stated that we have been consulting with the City on the Route 51 and Allen Bend lift station replacements.

Mr. Gorden presented the Compliance and Innovation Report included in the packet on behalf of Ms. Bailey who was absent. The Land Application started November 2 and finished up December 14, with a total of 21.4MG being dispersed. Mr. Gorden stated that the Operations and Maintenance staff transferred 5-6M from the west lagoon to the east lagoon, and that the guys put in a great effort. Mr. Gorden stated that the annual phosphorus compliance report was submitted recently. Mr. Newton stated that the deadline for the justification for the 0.5 mg/L Phosphorus limit to 2035 and the technological infeasibility of the limit was also sent to IEPA yesterday. Mr. Gorden announced that there has been a change in staffing at Black & Veatch.

Bently Green gave an update on the Nutrient Program and let the board know that the previous Project Manager decided to go on a different route, employment-wise. Mr. Green is the Vice President of Black & Veatch, and he will be stepping in until the position is filled.

**13276** Ms. Baskerville moved that the Sanitary District of Decatur enter into an agreement with SAK Construction for the McKinley Interceptor Repair project in the contract amount of \$841,365 and that the President and Clerk be authorized and directed to execute said agreement. Motion seconded by Mr. Younghouse. Mr. Smallwood asked if we have worked with SAK Construction in the past, and Mr. Cochran asked if this project will be too big for them. Mr. Miller stated SAK has done most of the recent lining projects for the District and this is well within their scope. He went on to say that the difference in price was because SAK owns the required bypass equipment. **Motion carried unanimously.**

**13277** Mr. Jacobsen moved that the board adopt Ordinance 23-06 in compliance with the Paid Time Off for All Employees Act and that the President and Clerk be directed to sign said ordinance. Motion seconded by Mr. Younghouse. **Motion carried unanimously.**

**13278** Ms. Baskerville moved that the board approve Resolution – R23-06 an Amendment to the SDD HRA plan effective January 1, 2024 and direct all Board Members to sign the amendment and take all actions necessary to effectuate this resolution. Motion seconded by Mr. Cochran. **Motion carried unanimously.**

Mr. Flynn stated that he will not be present for the January Meeting, and he hopes that everyone has a Happy New Year.

There was no Closed Session or Public Comments.

**13279**Mr. Younghouse moved that the board adjourn. Motion seconded by Mr. Jacobsen. **Motion carried unanimously.**

The meeting adjourned at 6:13 pm.

The next meeting is scheduled for January 24, 2024, at 5:30 PM.

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Clerk