

MINUTES OF THE REGULAR MEETING
Wednesday, February 21, 2024

The Board of Trustees of the Sanitary District of Decatur, Illinois met in regular session February 21, 2024, at 5:30 pm at the District's Office, 501 Dipper Lane. Present for the board meeting were board members Dan Smallwood, Megan Baskerville, and Kurt Younhouse. 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 and Innovation; Hailey Beals, Administrative Office Coordinator and Ed Flynn, General Counsel for the District. The audience included Larry Livergood, of Architectural Expressions, Bentley Green, Todd Archer, and Steve Arant, all of Black & Veatch (electronically), and staff member Austin Gruber.

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

Public Comments - Mr. Gruber, Pretreatment Administrator, introduced himself to the Board and stated that he was happy to attend and observe a board meeting.

13285 Mr. Younhouse moved that the items on the Consent Agenda including Minutes of the Regular Meeting of January 24, 2024; 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. **Trustee Smallwood, Baskerville, and Younhouse voted Aye, and the motion passed.**

Mr. Newton reviewed the Executive Director's Report that was included in the packet. Mr. Newton thanked the Board for letting him go to the Utility Management Conference. Mr. Newton stated that we were going to have an All Hands Meeting tomorrow, but it is being postponed until next week due illnesses going around the District. Mr. Smallwood stated that he heard the stomach virus is sticking around for 7-8 weeks. There is a year end report from DCC Marketing included in Mr. Newton's packet. Mr. Newton discussed that the District was on WAND, the Herald & Review, and the radio promoting our new phone number.

Mr. Miller presented the Engineering Report that was included in the packet. Mr. Miller stated that the Fermentation Reactor Pilot project is up and going. Mr. Miller noted that the Damon Avenue Pump Station upgrades project is out for bid. Mr. Miller stated that we have been having weekly meetings with Larry Livergood of Architectural Expressions to keep the Administrative Office Complex rolling, and Mr. Livergood will go more in depth when he arrives. The total cost estimate for the project – design, engineering costs, and build out – \$13.5M, which is below budget. Mr. Miller let the Board know we have some plans and specs prepared for the Groundwater Dewatering wells project. Mr. Livergood gave the Board an update about the Administrative Office Complex and answered questions the Board had.

Mr. Malone reviewed the Maintenance Report that was included in the packet. The maintenance group completed 603 work orders in the last month. Mr. Malone stated that his office serves as the maintenance library, and with Mark Lindgren's assistance and knowledge there are now 9 shelves that have been cleared. Mr. Malone stated that the Board should have seen the Altoz zero turn slope mower parked out front. It will be a safe way for the Buildings and Grounds crew to mow the slopes, and for the Collections crew clearing the Easements. Mr. Malone is happy about the vehicles that have finally been coming in, since we ordered them a while ago. Mr. Malone congratulated Dave Cunningham

for passing his Illinois Pesticide License. Mr. Malone praised the Collections Crew for the work they've been doing on the Easement Clearing. Mr. Malone announced that the Janitorial Services Contract will be going out for bid, and he's intrigued to see the response we will have for it.

Ms. Bailey presented the Compliance and Innovation Report included in the packet. Ms. Bailey stated that we had our bid opening for the ICP-OES, and we received 3 bids, with the lowest bidder being Agilent. Ms. Bailey let the Board know that we got the chemical, fuel, and polymer bids out and they are on the website and was in the paper on the 15. We will be opening the bids in the Board Room on April 3. Ms. Bailey let the Board know that the USEPA will be inspecting from March 11-14 for pretreatment and compliance inspections. Ms. Bailey pointed out that Primient had an awful month in January, penalty wise, and Mr. Gruber elaborated on the issues.

Steve Arant gave an update on the Nutrient Program.

13286 Ms. Baskerville moved that purchase order be issued to Agilent, the selected proposer for a ICP-OES unit in the not to exceed amount of \$55,777.48 with an annual maintenance service contract of \$2,900.00 in 2024 and \$7,056.00 in 2025 and 2026 and that the Executive Director be authorized and directed to issue said purchase order. Motion seconded by Mr. Younghouse. Mr. Younghouse asked why the price goes up so much in 2025 and 2026 and Mr. Newton responds saying the first year it's under warranty and the second and third year increase due to services and repairs. **Motion carried unanimously.**

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

13287 Mr. Younghouse moved that the board adjourn. Motion seconded by Ms. Baskerville. **Motion carried unanimously.**

The meeting adjourned at 6:53 pm.

The next meeting is scheduled for March 20, 2024, at 5:30 PM.

Clerk

**MINUTES OF THE SPECIAL BUDGET MEETING
Wednesday, March 6, 2024**

The Board of Trustees of the Sanitary District of Decatur, Illinois met in special session March 6, 2024 at 5:30 pm at the District's Office, 501 Dipper Lane. Present for the meeting were board members Megan Baskerville, Kurt Younghouse and Phil Cochran. Trustee Rob Jacobsen attended electronically in a non-voting role. Also present were Kent Newton, Executive Director/CFO; Don Miller, Director of Engineering; J.D. Malone, Director of Maintenance; Ashley Bailey, Director of Compliance and Innovation; and Ed Flynn, General Counsel for the District.

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

There were no Public Comments.

Mr. Newton reviewed the 2024-2025 Proposed Operating and Capital Budget as included in the budget letter and the proposed user rate increase.

13288 Mr. Younghouse moved that the board adjourn. Motion seconded by Ms. Baskerville. **Motion carried unanimously.**

The meeting adjourned at 6:25 pm.

Clerk