

**MINUTES OF THE REGULAR MEETING**  
**Wednesday, June 17, 2020**

The Board of Trustees of the Sanitary District of Decatur, Illinois met in regular session June 17, 2020 at 5:30 pm at the District's Office, 501 Dipper Lane. The following board members were present electronically for the meeting: Dan Smallwood, Rob Jacobsen, Megan Baskerville, Katie Anderson, 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; Dave Collard, Director of Operations and Compliance; Ed Flynn, General Counsel for the District; and electronically, Tina Brown, Administrative Office Coordinator. The audience included staff member Latishia Greve.

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

There were no public comments.

**13058**Ms. Anderson moved that the items on the Consent Agenda including minutes of Regular Meeting on May 20, 2020; Payroll and Checks, including travel expense reimbursements as submitted and Pretreatment Permit Amendment for HR Ewell 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 Mr. Cochran. **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 District has gone "live" with the new financial software this week. The financial software will provide more options with printing reports. Ms. Anderson, as the Board Treasurer, will be able to sign off on all purchases awarded through bidding after board approval. There have been Labor Management discussions with Randy Hellman. More information based on those conversations will be provided in a future board meeting. The District has implemented a COVID-19 self-assessment form to be filled out by all District employees before starting their shift each day they come into work.

Mr. Miller presented the Director of Engineering Report included in the packet. An updated agreed price has been negotiated between the District and Burdick for \$31,489 for the repairs to the Primary Sludge Line Replacement. The District will be purchasing the materials for the repairs. Debra Martin is the new Product Manager for the District. She will be focusing on the Primary Sludge Line Replacement Project.

Mr. Malone reviewed the Director of Maintenance Report included in the packet. There were 668 completed work orders for the month of May. Mr. Malone has brought in some of the employees during their work from home week to help complete projects around the plant. The replacement van that was ordered in November 2019 for the I & C Shop will be arriving soon. There have been two interviews held so far for the Groundskeeper position, and there are additional interviews to follow. The summer help, laborers and maintenance crew have been keeping up with the lawn work around the grounds up to this point. Jamey Oliver has done a great job with the bleach dosing system. Within the next two months, Mr. Malone will be seeking bids for the electric vehicles for the District.

Mr. Collard presented the Director of Operations Report included in the packet. Mr. Collard informed the board about the sludge spill that was released into Stevens Creek through a leaking stormwater gate on June 2, 2020. The amount of sludge that made it into Stevens Creek was estimated at <250 gallons. This occurrence was reported to the IEPA as a Sanitary Sewer Overflow (SSO) and can possibly lead to a violation. An internal full investigation is underway by staff members: Debra Martin, David Boys and Matt Nihiser on this incident. Tyson Royer from the Operations Department has accepted a new position at another wastewater treatment plant. District employee, Raven Durbin, can fill the vacant position as a temporary transfer until she passes the state test. Mr. Collard provided an answer to a question that was brought up at the last board meeting regarding the use of phenols at the Canadian National Railroad (CN). Phenol is used as a lubricant on the car rails. CN tries their best to control the use of the chemical.

**13059**Mr. Jacobsen moved that the Sanitary District of Decatur enter into a professional services agreement with the Donohue and Associates for the 2020 Digester #3 Lid Replacement Project in the actual cost not to exceed amount of \$73,585.00, and that the President and Clerk be authorized and directed to execute said agreement. Motion seconded by Megan Baskerville. Motion carried unanimously.

**13060**Mr. Cochran moved that the Sanitary District of Decatur enter into a professional services agreement with the Farnsworth Group, Inc. for the 2020 South Shores Sewer Rehabilitation Project in the actual cost not to exceed amount of \$79,500.00 and that the President and Clerk be authorized and directed to execute said agreement. Motion seconded by Ms. Anderson. **Motion carried unanimously.**

**13060**Ms. Anderson moved that the Sanitary District of Decatur enter into a professional services agreement with the Clark Dietz Engineers for the 2020 Lake Shore Drive Pump Station Renewal. Motion seconded by Mr. Jacobsen. Mr. Cochran brought up a concern regarding the limitation of liability in the contract. Mr. Flynn followed-up that he had reviewed the contract and that language should have been modified. **Motion failed unanimously.**

**13062**Ms. Baskerville moved that the Executive Director be authorized and directed to issue a purchase order to Bob Ridings Fleet Sales for a Ford F450 at a cost of \$36,675.00. Motion seconded by Mr. Cochran. **Motion carried unanimously.**

Mr. Flynn informed the board about a proposed quick deed claim on a property line between Nortrak (located at Martin Luther King and Garfield) and ten feet of the property that belongs to the Sanitary District of Decatur. Mr. Flynn has proposed a quick claim deed that would consist of Nortrak covering the expenses of the recording fees, title work, and survey of the property for Nortrak to receive full claim to the ten feet that currently belongs to SDD.

There were no public comments.

Mr. Smallwood informed the directors that he heard from SDD employees that they are pleased with the structure of the workforce during the COVID-19 pandemic and that the morale is good.

**13063**Ms. Anderson moved that the board adjourn. Motion seconded by Mr. Cochran.  
**Motion carried unanimously.**

The meeting adjourned at 6:20 pm.

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Clerk