

August 9, 2023

Minutes of the Regular Meeting of the Board of Trustees of the North Shore Water Reclamation District held Wednesday, August 9, 2023 at 9:30 A.M. at the District Office of the Raymond E. Anderson Complex located in Gurnee, Illinois.

The meeting was opened with the Pledge of Allegiance.

On roll call, the following Trustees were present.

Stephen J. Drew, President
B. Sugar Young, Vice President
Rhoda Pierce, Treasurer
Preston Carter
Thomas Swarthout (via telephone)

Trustee Swarthout was present via telephone and requested permission from the Board to participate in the meeting via telephone due to a health-related issue.

It was moved by Trustee Carter and seconded by Trustee Young to grant permission for Trustee Swarthout to participate via telephone.

On roll call, the vote was 4-0 with all Trustees present voting "Aye". Motion declared carried.

Staff members present were Executive Director Dave Miller, Attorney Greg Jackson, Director of Engineering and Special Projects Steve Waters, Director of Laboratory and Environmental Compliance Chuck Bodden, Director of Operations Igor Filipovich and Director of Technology Services Bill Jackewicz. Also present was Jane Kaplan, Public Relations Consultant.

There was No Public Comment.

President Drew presented the Consent Agenda as follows:

- A. Approval of the Minutes of the Meeting held on July 12, 2023.
- B. Consideration of Bills.
Wastewater Treatment Fund \$2,964,837.82
Check No. 195774 through 195782 paid at July Board meeting.
Check No. 195835 through 195936, Check No. 195939 through 196047.
Void Check No. 195937 and 195938.
- C. Financial Report, June, 2023.
 1. IEPA State Revolving Fund Loan Summary.
- D. Orders to Terminate Service.
- E. Change Orders.
 1. C.O. No. 4, District-Wide PLC Modernization Project, Dynamic Motion Control, Inc.
 2. C.O. No. 8, Chemical Phosphorus Removal Improvements at the Clavey Road and Gurnee WRFs, Joseph J. Henderson and Son, Inc.
- F. Authorize Payroll and Finance Department to issue District checks to meet expenses where necessary for payroll and to avoid interest and/or penalties before the next Board Meeting.

It was moved by Trustee Carter and seconded by Trustee Young that the Consent Agenda be approved as presented.

On roll call, the vote was 5-0 with all Trustees present voting "Aye". Motion declared carried.

There was no President Report.

President Drew asked if there was a Trustee Report.

Trustee Pierce extended wishes of a speedy recovery to Trustee Swarthout.

There was no Management Report.

Executive Director Miller presented the Administration Report.

A. User Charge Update.

Executive Director Miller stated that he wanted to provide an update on the User Charge program and asked Maricela Martinez, who handles Collections on a day to day basis to be present to address any questions. Executive Director Miller stated that Mari has done an excellent job dealing with the customers facing shut-offs and she, the entire User Charge department, and Supervisor Kelvin Tate have done a great job working through COVID and guiding the customers through this period. Executive Director Miller presented a power point presentation and touched on the significant events regarding the User Charge Department.

- Rate Adjustment Plan (starting in 2017 with a three-year adjustment cycle through 2019)
- COVID
 - March 2020 (temporary moratoriums in place for shut-off's, lien filings and late fees.)
 - January 2022 (late fee moratorium expires and temporary late fee rate cut begins)
 - March 2022 (shut-off and lien filing moratoriums expire)
 - July 2022 (late fees rate cut expires)
- Shut Offs resumed in Spring 2022

Executive Director Miller provided tables and graphs showing the trend of the outstanding accounts receivables through this entire time period and mentioned that things have been steadily improving since the District returned to its normal collection routine. Mari Martinez, Collections Clerk indicated that there are resources available through the Lake County Community Action Program to help customers with outstanding accounts and provide resources to help them catch up. Trustee Pierce asked what the normal range of outstanding costs is. Executive Director Miller stated that the normal cost outstanding on accounts ranged from \$250 to \$300 pre-COVID but are currently in the range of \$700 to \$800. He mentioned that it would be awhile before the District would get back to the normal and indicated that more customers are making payments and the District is slowly getting back on track. Trustee Young commented that she felt that Mari and all of user charge staff deserve kudos for their efforts and hard work through this challenging time but also felt that a thank you to all the customers is in order also. Executive Director Miller mentioned words of thanks could be incorporated into the District's next newsletter to the customers. There was no action required but for informational purposes only.

Director of Engineering and Special Projects Waters presented the Engineering Division Report as follows:

A. Engineering Service Agreements.

1. Cary Avenue 36-inch Diameter Force Main Relocation (IDOT Bridge Project) Conceptual Design.

Director of Engineering and Special Projects Waters stated that IDOT plans to replace a box culvert under Sheridan Road near the District's Cary Avenue Pump Station (PS-8) with a bridge. The bridge installation will require the relocation of the existing forcemain (F8) and installation of a temporary bypass which is a very risky project. IDOT reviewed the District's objections to this project and are still moving forward. Director of Engineering and Special Projects Waters stated the District is seeking a consultant that can evaluation alternatives and make a recommendation on the best plan forward. The agreement is with Greeley & Hansen and the scope of work is to identify and evaluate three possible relocation alternatives for the forcemain, develop cost estimates and compare the alternatives based on economic and non-economic factors. The total cost of this agreement with Greeley and Hansen is \$89,968.00. Executive Director Miller noted that the District continues to work with IAWA to develop more strategies to address issues like these with IDOT, and noted that the District has been voicing their public health and safety concerns about this particular project to IDOT since 2015 to no avail.

It was moved by Trustee Carter and seconded by Trustee Pierce to approve the Engineering Service Agreement for the Cary Avenue 36-inch Diameter Force Main Relocation (IDOT Bridge Project) Conceptual Design with Greeley & Hansen in the amount of \$89,968.00.

On roll call, the vote was 5- 0 with all Trustees present voting "Aye". Motion declared carried.

2. Architectural & Engineering Services for Renovations to Administration Building to Accommodate Additional Personnel and Vehicles.

Director of Engineering and Special Projects Waters stated that the scope of work for this agreement is to design garage and work space additions for the CMOM, Purchasing and Process Automation departments. The agreement also is to re-purpose unused building spaces as offices for staff and finally for the design, bidding and construction services. Director of Engineering and Special Projects Waters stated the District interviewed two firms and stated that Eckenhoff Saunders seemed the better choice at a total cost of this agreement for \$274,550.00.

It was moved by Trustee Carter and seconded by Trustee Young to approve the Architectural & Engineering Services for Renovations to Administration Building to Accommodate Additional Personnel and Vehicles with Eckenhoff Saunders in the amount of \$274,550.00.

On roll call, the vote was 5–0 with all Trustees present voting "Aye". Motion declared carried.

3. F4/F5 Forcemain Sulfur Study and Clavey Road WRF Bldg. 020 Odor Control.

Director of Engineering and Special Projects Waters stated this agreement is to provide an odor study for the F4/F5 Forcemain and the headworks (Building 020) at the Clavey Road WRF. The study will quantify the odors at both locations, evaluate alternatives for controlling the odors and recommend an odor control solution for each location. Trustee Carter questioned what chemicals the District is currently using to treat the problem. Director of Laboratory and Environmental Compliance replied that ferrous chloride was being used at PS4 and hydrogen peroxide at PS5. It was noted that the cost of chemicals continues to rise. Director of Engineering and Special Projects Waters stated that by creating this modelling will help to determine source control for pretreatment and a liquid/vapor treatment to address both odor and corrosion. Trustee Carter questioned this agreement and asked if this is really necessary and if other studies had been conducted. Director of Laboratory and Environmental Compliance Bodden stated that some studies had been performed but with new technology available and modelling not being available until recently, the modelling can show multiple scenarios and hopefully a solution to the problem. Executive Director Miller commented that the F4/F5/Gurnee forcemain is a six-mile segment of sewer out of 125 miles of District sewer with a severe sulfide problem that has existed for over 30 years despite a variety of different chemicals, solutions and dosing strategies. The total cost for the agreement with Jacobs Engineering Group, Inc is \$92,320.00.

It was moved by Trustee Carter and seconded by Trustee Pierce to approve the F4/F5 Forcemain Sulfur Study and Clavey Road WRF Bldg. 020 Odor Control with Jacobs Engineering Group, Inc in the amount of \$92,320.00

On roll call, the vote was 5–0 with all Trustees present voting "Aye". Motion declared carried.

4. Gurnee WRF Building 010 Isolation Gates.

Director of Engineering and Special Projects Waters stated the Building 010 Isolation Gates at the Gurnee WRF is a challenging project requiring a bypass and the replacement of two influent sluice gates located in the Junction structure. A discussion ensued regarding the gates. Director of Engineering and Special Projects Waters stated the scope of the project will include a preliminary design, including bypass alternatives, final design and bidding support. The agreement is with Kimley-Horn in the amount of \$214,070.00.

It was moved by Trustee Carter and seconded by Trustee Pierce to approve the Gurnee WRF Building 010 Isolation Gates, with Kimley-Horn in the amount of \$214,070.00.

On roll call, the vote was 5-0 with all Trustees present voting "Aye". Motion declared carried.

B. Illinois Association of Wastewater Agencies (IAWA) Position Statement on PFAS.

Director of Engineering and Special Projects Waters stated that the Illinois Association of Wastewater Agencies (IAWA) had distributed a position statement on PFAS. IAWA members support policies and actions that protect the health and safety of Illinois water through the following guiding principles regarding PFAS. They have listed 6 key points on addressing the challenges with PFAS listed below.

- Follow Sound Science
- Implement Polluter Policies
- Utilize Existing Source Control Regulatory Frameworks
- Ensure Adequate Funding for Any Mandates
- Beware of Unintended Consequences
- Continue Beneficial Use of Biosolids that Meet Health and Safety Standards

Director of Engineering and Special Projects Waters briefly talked about each bullet and stated that he felt this was a positive step on addressing the challenges associated with PFAS and thought it was important to share with the Board. Trustee Pierce questioned on how this affects the NSWRD. Director of Engineering and Special Projects Waters stated that PFAS are everywhere, including plant influent, effluent and biosolids, and being passive receivers of this, the District may have to treat this in the future. Executive Director Miller stated that staff worked with IAWA in

putting this list together and stated that this attachment will be posted on our website for informational purposes. There is no action required.

C. Root Cause Investigation Report for BRF Smoldering Incident.

Director of Engineering and Special Projects Waters stated regarding the smoldering incident which took place at the BRF, Veolia personnel was asked to put together a report as to the cause of this along with corrective actions to implement for the future to prevent from happening again. Director of Engineering and Special Projects Waters stated there were several factors which contributed to this incident and all of those including the corrective actions are listed in the attachment provided in the Board packet. Director of Engineering and Special Projects Waters stated the BRF was only down a day and a half and back up running with minimal damage. Trustee Swarhout commented that he feels that District has to have a back-up plan in the event something would cause the BRF to shut down and be down for an extended period of time. Executive Director Miller stated that the District has been working on a plan in the event something should happen and mentioned that the District can store the material on-site for several days. Five landfills are incorporated by the District where the material can be hauled and Veolia can arrange for skid mounted processing equipment to be brought in if needed. Executive Director Miller also noted that the Biosolids Management Plan focuses on volume reduction, disposal alternatives and redundancy and the final report will be presented at the next meeting. A discussion ensued. It was noted that landfilling the granulate is the District's best option for some of the District facilities but not all which would need to be addressed. This will be discussed further at the next meeting.

D. Bids.

1. Dry Polymer System Replacement at Clavey Road WRF.

Director of Engineering and Special Projects Waters stated the Engineering Department recommends awarding the bid to Joseph J. Henderson & Son, Inc., being the lowest responsive responsible bidder for a total cost of \$534,100.00. Director of Engineering and Special Projects Waters stated that this is over the budgeted price for the project but that polymer prices have increased and equipment costs are up and that the budgeted amount was based on a past quoted polymer system of \$80,000.00.

It was moved by Trustee Carter and seconded by Trustee Young to award the Dry Polymer System Replacement at Clavey Road WRF to Joseph J. Henderson & Son, Inc. in the amount of \$534,100.00

On roll call, the vote was 5-0 with all Trustees present voting "Aye". Motion declared carried.

2. Concrete Repairs Bldg. 030 at Clavey Road WRF.

Director of Engineering and Special Projects Waters stated the Engineering Department recommends awarding the bid to MAG Construction being the lowest responsive responsible bidder for a total cost of \$330,597.00. Director of Engineering and Special Projects Waters stated that this is over the budgeted price for the project but that additional items were added to the scope of the project to improve the facility's longevity. In addition, NSWRD's operations will work with local scrapyards and recyclers to recoup some of the cost of construction by recycling the old equipment and electrical components that are to be removed as part of the project.

It was moved by Trustee Carter and seconded by Trustee Pierce to award the Concrete Repairs Bldg. 030 at Clavey Road WRF to MAG Construction in the amount of \$330,597.00.

On roll call, the vote was 5-0 with all Trustees present voting "Aye". Motion declared carried.

3. Sanitary Sewer Inspection and Cleaning – Section 2.

Director of Engineering and Special Projects Waters stated the Engineering Department recommends awarding the bid to Dukes Root Control being the lowest responsive responsible bidder for a total cost of \$1,377,168.80. Director of Engineering and Special Projects Waters stated that this is under the budgeted price and Dukes Root Control had been contacted and were comfortable completing the project for the bid price as stated. Dukes Root Control is a large international company.

It was moved by Trustee Carter and seconded by Trustee Young to award the Sanitary Sewer Inspection and Cleaning – Section 2 to Dukes Root Control in the amount of \$1,377,168.80.

On roll call, the vote was 5-0 with all Trustees present voting "Aye". Motion declared carried.

4. Lab Exhaust Fan Replacements at NSWRD's Administration Building.

Director of Engineering and Special Projects Waters stated the Engineering Department recommends awarding the bid to Boller Construction Company Inc., being the lowest responsive responsible bidder for a total cost of \$105,700.00. Director of Engineering and Special Projects Waters stated that this is under the budgeted price and Boller Construction Company Inc., had been contacted and were comfortable completing the project for the bid price as stated.

It was moved by Trustee Carter and seconded by Trustee Young to award the Lab Exhaust Fan Replacements at NSWRD's Administration Building to Boller Construction Company Inc. in the amount of \$105,700.00.

On roll call, the vote was 5-0 with all Trustees present voting "Aye". Motion declared carried.

E. Pre-Annexation Agreements.

1. No. 493, Submitted by Bannockburn Investment Group Inc., for approximately 20.3 acres located in the Village of Bannockburn.

It was moved by Trustee Carter and seconded by Trustee Young to approve Pre-Annexation No. 493, Submitted by Bannockburn Investment Group, Inc. for approximately 20.3 acres located in the Village of Bannockburn.

On roll call, the vote was 5-0 with all Trustees present voting "Aye". Motion declared carried.

2. No. 494, Submitted by Joselio Arroyo for approximately 2.55 acres located in the Village of Beach Park.

It was moved by Trustee Carter and seconded by Trustee Young to approve Pre-Annexation No. 494, Submitted by Joselio Arroyo for approximately 2.55 acres located in the Village of Beach Park

On roll call, the vote was 5-0 with all Trustees present voting "Aye". Motion declared carried.

Director of Laboratory and Environmental Compliance Bodden presented the Laboratory and Environmental Compliance Division Report.

- A. Current Status of Significant Industrial Wastewater Violation(s) in the Service Area of the NSWRD.
 1. Pfanstiehl PE Permitting Proposal.

Director of Laboratory and Environmental Compliance Bodden stated there are no updates besides waiting on the state regarding permitting.

1. Pfanstiehl PE Permitting Proposal.

Director of Laboratory and Environmental Compliance Bodden gave a power point presentation of Pfanstiehl's Population Equivalency (PE) and a history of Pfanstiehl's, Inc. discharge. On February 8, 2023 an extension was granted by the Board, with the commitment from Pfanstiehl that if they had not reduced their BOD levels to 2094 PE by June 2023, they would purchase additional BOD from NSWRD in July 2023 to achieve BOD compliance. Pfanstiehl is requesting to permit to the level of 7,000 PE and believes they can maintain below a 7,000 PE level through off-site removal of high-strength waste streams in the near-term and a new treatment system in the long-term. Director of Laboratory and Environmental Compliance Bodden stated the current data from June reflected their levels to be 8,500 and the levels have been dropping since then more in the range of their proposal. District staff feels Pfanstiehl can meet this proposal and noted they will be on the District's audit list if their levels were to rise. Pfanstiehl has agreed to submit payment to the District for the monies owed which amounts to a total of \$2,413,752 and would like to moved forward with the permitting process. The Trustees advised Staff to move forward and accept Pfanstiehl's proposal of a permit level of 7,000 P.E. and start the permitting process.

Director of Operations Filipovich presented the Operations Division Report.

- A. Emergency Authorization Reports.
 1. EAR 22-02, Waukesha Power System Natural Gas Generator #1.

Director of Operations Filipovich presented the final report for the Emergency Authorization 22-02, Waukesha Power System Natural Gas Generator #1 and stated that Charles Equipment Co. provided removal and disposal of the old

unit, installation and tune up of the latest version of the Waukesha Generator at a total cost of \$425,000.00. Executive Director Miller stated that this report is part of the District's Statutory requirement for Emergency Authorizations that a final report with all receipts must be approved by the Board.

It was moved by Trustee Carter and seconded by Trustee Pierce to approve Emergency Authorization Report, EAR 22-02 for the Waukesha Power System Natural Gas Generator #1 for a total cost of \$425,000.00.

On roll call, the vote was 5-0 with all Trustees present voting "Aye". Motion declared carried.

2. EAR 22-03, Waukegan Bldg. 140 Filter Backwash Air Blower.

Director of Operations Filipovich presented the final report for the Emergency Authorization 22-03, Waukegan Bldg. 140 Filter Backwash Air Blower and stated this blower is the backwash blower for sand filters. It was purchased from Harris Equipment at a total cost \$73,004.00 and installation was completed by NSWRD Base Shop mechanics. The report is part of the District's Statutory requirement for Emergency Authorizations that a final report with all receipts must be approved by the Board.

It was moved by Trustee Carter and seconded by Trustee Young to approve Emergency Authorization Report, EAR 22-03 for the Waukegan Bldg. 140 Filter Backwash Air Blower from Harris Equipment at a total cost of \$73,004.00.

On roll call, the vote was 5-0 with all Trustees present voting "Aye". Motion declared carried.

B. Bid Waiver.

1. BW-291, Kubota Mowers.

Director of Operations Filipovich stated that at the June 14, 2023 meeting, the board tabled BW-291, for purchase of one Kubota 4 WWD and 3 zero turn mowers for a quoted price of \$74,297.43 with expected 10% price increase over quoted pricing when the units arrived from Burriss Equipment. On August 8, 2023 the District received new quotes from Burriss Equipment for the purchase of 4 new Kubota mowers and currently has the 4 units in stock that meet the District's specifications. The total cost of all 4 movers is \$67,386.88 and represents a \$6,910.55 reduction from the original quote. The reduction of price is due to one of the mowers quoted was a 72" 4WD option which Waukegan WRF determined that option was not necessary and preferred a 72" 2WD mower thus reducing the cost and the mowers are available in stock so the final cost will not increase. It is Staff's recommendation to purchase the 4 Kubota mowers at the price of 67,386.88 as quoted.

It was moved by Trustee Young and seconded by Trustee Pierce to approve Bid Waiver BW-291 for Kubota Mowers at a total cost of \$67,386.88 from Burriss Equipment.

On roll call, the vote was 4 – 1 with Trustee Carter, Young, Swarhout and Pierce voting "Aye". Trustee Drew voted "Nay". Motion declared carried.

C. Annual Employee Shirt Program.

Director of Operations Filipovich stated that last year the District provided all regular employees and Board members with a shirt with the District logo on it. This was well received by employees and many have been asking for options to buy additional shirts with their own money. Director of Operations Filipovich asked the Board to consider making this an annual program. If more than the one shirt is desired, employees are welcome to purchase more items themselves. Director of Operations Filipovich stated that cost would be projected to be \$32.00 per shirt for 100 items for a total cost of \$3200 per year. Trustee Young thought it is a great suggestion and mentioned providing the shirts to the employees and Board at the end of each year. Trustee Pierce also concurred that it is a great idea but wanted to know if there would be a different shirt provided each year or would you have to get the same shirt. Director of Operations mentioned that there are color options, material options and the option to select either a polo shirt or a t-shirt design.

It was moved by Trustee Carter and seconded by Trustee Young to approve the Annual Employee Shirt Program to provide a District shirt to employees and Board annually at the end of the year.

On roll call, the vote was 5-0 with all Trustees present voting "Aye". Motion declared carried.

There was no Technology Division Report.

There was no Attorney Report.

President Drew presented Other Business as follows:

A. Legislative Report.

There was no Legislative Report and continued sentiment for John Norris, the District's Government Affairs Representative, were expressed. Executive Director Miller indicated that at this time it is a challenge for John to return but that he will be back when he can.

There being no further business to come before the Board, on motion duly made, seconded and unanimously passed, the meeting was then adjourned until the next regular meeting to be held on Wednesday September 13, 2023 at 9:30 A.M. at the District Office of the Raymond E. Anderson Complex located in Gurnee, Illinois.

PRESIDENT

SECRETARY