

MEMORANDUM

TO: Village President and Board of Trustees

FROM: Robert O. Barber, Village Administrator

DATE: MONDAY, MARCH 16, 2020

RE: VILLAGE ADMINISTRATOR MATERIALS FOR VILLAGE BOARD MEETING

BOARD MEETING DATE: ***SPECIAL VILLAGE BOARD MEETING – WEDNESDAY, MARCH 18<sup>TH</sup> AT 4:00 P.M. AT THE VILLAGE HALL***

A G E N D A

I. PLEDGE TO THE FLAG

II. ROLL CALL

III. RECOGNITION OF AUDIENCE

IV. CONSIDER AN ORDINANCE AMENDING TITLE I, CHAPTER 15 OF THE BEECHER MUNICIPAL CODE PERTAINING TO CIVIL EMERGENCIES. This ordinance is enclosed and will be explained at the meeting. The purpose of the amendment is to modify the language in the code to accommodate the issues we will be facing in a pandemic, specifically involving cancelled meetings and lack of a quorum due to unforeseen situations like a pandemic.

V. CONSIDER A RESOLUTION ADOPTING AN AMENDED POLICY FOR THE HIRING OF FULL TIME SWORN POLICE OFFICERS IN THE VILLAGE OF BEECHER. This enclosed policy is amended as directed by the Board to allow for lateral hires and the hiring of Beecher part-time officers to full-time officers.

VI. CONSIDER A MOTION APPOINTING RYAN DREW AS A FULL TIME POLICE OFFICER REPLACING OFFICER RON MAZUREK.

VII. CONSIDER DELAYING THE BUDGET REVIEW AND APPROPRIATION PROCESS FOR 90 DAYS AS PROVIDED BY LAW. The Village Board has a budget workshop scheduled

for March 30<sup>th</sup> and a public hearing scheduled for April 24<sup>th</sup> on the budget with adoption to follow thereafter. It is highly unlikely at this point that this schedule can be followed for budget approval. It is recommended that the Village Board do the following:

- a. pay all wages according to CBA's currently in effect
- b. increase non-union salaries by 2.5% as is in the proposed budget
- c. suspend all capital, new equipment and new vehicle spending for 90 days
- d. allow for the continuation of sidewalk repair, road repair and curb repair per budget since these are MFT and Infrastructure Account projects, the funding is in reserve, and these projects are seasonal in nature.
- e. cancel the budget workshop and the public hearing on the budget until a later date.

The Village can function until August 1<sup>st</sup> with these motions in place.

VIII. CONSIDER A MOTION CANCELLING THE MARCH 23<sup>RD</sup>, APRIL 13<sup>TH</sup>, AND APRIL 24<sup>TH</sup> REGULAR BOARD MEETINGS AND THE SPECIAL VILLAGE BOARD MEETING SCHEDULED FOR 6 PM ON MONDAY, MARCH 30<sup>TH</sup>. There may be other options for the Board to have a meeting either by phone or other means but this is not totally clear as of this printing. We will not be physically present for a meeting until May 1<sup>st</sup> it appears at this point. The motion takes care of the regular meetings. A special meeting may be called by the Village President at a later date. We will also follow our usual procedures of providing you with timely relevant information such as the list of bills, Treasurers Report and monthly reports for you to review and make comment before anything is paid or action is taken.

IX. OLD BUSINESS

X. NEW BUSINESS

XI. ADJOURNMENT

Reports:

1. Sewer Department Monthly Report
2. Water Billing Register

**VILLAGE OF BEECHER, WILL COUNTY, ILLINOIS**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE REPLACING CHAPTER 15 OF TITLE 1 OF THE VILLAGE OF BEECHER MUNICIPAL CODE PERTAINING TO LOCAL STATE OF EMERGENCY, AND REPEALING ALL VILLAGE CODE SECTIONS AND ORDINANCES, OR PARTS THEREOF, IN CONFLICT THEREWITH.**

**WHEREAS**, the Village of Beecher, Will County, Illinois (“Village”) is a non-home rule unit of government; and

**WHEREAS**, the Corporate Authorities of the Village have been advised that 65 ILCS 5/11-1-6 of the Illinois Municipal Code provides for the declaration of a state of emergency and the grant of extraordinary authority to the Village President by the corporate authorities; and

**WHEREAS**, the Corporate Authorities of the Village have been advised that the Illinois Emergency Management Agency Act, 20 ILCS 3305/11, further provides for emergency local disaster declaration by the principal executive officer or interim emergency successor; and

**WHEREAS**, the Corporate Authorities of the Village have reviewed the current Village Code Sections 1-15-1 through 1-15-6 related to Civil Emergencies; and

**WHEREAS**, the Corporate Authorities of the Village now seek to revise the Civil Emergency provisions to provide for the exercise of extraordinary powers by executive order during a state of emergency within the Village; and

**WHEREAS**, the Corporate Authorities of this Village having reviewed the current Village Code Sections 1-15-1 through 1-15-6 related to Civil Emergencies as well as 65 ILCS 5/11-1-6 of the Illinois Municipal Code, now concur that it is advisable, necessary, and in the best interests of the residents of the Village of Beecher that Village Code Sections 1-15-1 through 1-15-6 be amended and replaced.

**NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF BEECHER, WILL COUNTY, ILLINOIS, AS FOLLOWS:**

**SECTION ONE:** That **Chapter 15**, entitled “**CIVIL EMERGENCIES**”, of **TITLE 1**, entitled “**ADMINISTRATION**”, of the Village Code of the Village of Beecher, be, and the same is hereby repealed and rescinded in its entirety and replaced in its entirety to read and provide as follows, namely:

## “CHAPTER 15 LOCAL STATE OF EMERGENCY

### **1-15-1: DEFINITIONS:**

The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

**Emergency:** (1) A riot or unlawful assembly characterized by the use of actual force or violence or any threat to use force if accompanied by immediate power to execute by three or more persons acting together without authority of law; or (2) Any natural disaster, epidemic, or manmade calamity, including outbreak of disease, flood, conflagration, cyclone, tornado, earthquake or explosion, or eminent threat of any of those events within the corporate limits of the Village, resulting in or threatening the death or injury of persons or the destruction of property to such an extent that extraordinary measures must be taken to protect the public health, safety and welfare.

**Curfew:** a prohibition against any person walking, running, loitering, standing or motoring upon any alley, street, highway, public property or vacant premises within the corporate limits of the Village except officials of any governmental unit and persons officially designated to duty with reference to said civil emergency.

### **1-15-2 DECLARATION OF LOCAL STATE OF EMERGENCY:**

Whenever an Emergency, as defined in Chapter exists, the Village President is authorized to declare the existence of a Local State of Emergency by means of a written *declaration* of the Village President, under oath, setting forth the facts which constitute the emergency, describing the nature of the emergency and declaring that a Local State of Emergency exists in accordance with the definitions set forth in this section. This declaration must be filed with the municipal clerk as soon as practicable after issuance. In the event that the Village President is unavailable, then the Village President Pro Tem may make and issue such declaration.

### **1-15-3 CURFEW AUTHORIZED:**

After proclamation of a Local State of Emergency, the Village President, and if unavailable, Village President Pro Tem, may order a general curfew applicable to such geographical areas of the Village or to the Village as a whole, as such officer deems reasonable and advisable, and applicable during such hours of the day or night as such officer deems necessary in the interest of the public safety and welfare.

### **1-15-4 ORDERS:**

After the proclamation of a Local State of Emergency, the Village President, and if unavailable, Village President Pro Tem, may also, in the interest of public safety and welfare, and to address the issues caused and/or threatened by the emergency, make take any or all of the following actions by executive order during the state of emergency:

- 1) All actions reasonably necessary to respond to the emergency;

- 2) Approve previously appropriated expenditures of the Village for the purpose of continuing the operations of the municipality; and
- 3) In the event the Local State of Emergency extends beyond the current fiscal year and a new budget has not been approved, the Village President, and if unavailable, Village President Pro Tem, shall be authorized to approve new spending by the Village during the existence of the Local State of Emergency.
- 4) Order the closing of all retail liquor stores, including taverns and private clubs or portions thereof wherein the consumption of intoxicating liquor and beer is permitted;
- 5) Order the discontinuance of the sale of alcoholic liquor by any wholesaler or retailer;
- 6) Order the discontinuance of selling, distributing or giving away gasoline or other liquid flammable or combustible products in any container other than a gasoline tank properly affixed to a motor vehicle; and
- 7) Order the discontinuance of selling, distributing, dispensing or giving away of any firearms or ammunition of any character whatsoever.

**1-15-5 DURATION:**

The declaration herein authorized shall be effective for a period of up to thirty (30) days or until the adjournment of the next regular or special meeting of the Village Board of Trustees, whichever comes first, unless sooner terminated by a proclamation of the Village President, and if unavailable, Village President Pro Tem, indicating that the civil emergency no longer exists. The Village President, and if unavailable, Village President Pro Tem, shall have the power to re-proclaim the existence of an emergency at the end of each thirty (30) day period during the time said emergency exists.

**1-15-6 NOTICE:**

Upon issuing the proclamation herein authorized, the municipal clerk shall notify the news media situated within the Village, and shall cause at least four copies of the proclamation *declaring* the existence of the emergency and any curfew to be posted at the following places within the Village: the Village hall, the police station, the post office, and in the area of any curfew.

**1-15-7 VIOLATIONS:**

Any person violating the provisions of this section or executive orders issued pursuant hereto shall be guilty of an offense against the Village. Whosoever violates or fails to comply with any of the provisions of this Chapter, shall be guilty of an offense and fined not less than one hundred dollars (\$100.00) nor more than seven hundred fifty dollars (\$750.00). A separate offense shall be deemed committed for each day during or on which a violation occurs or continues.”

**SECTION TWO:** That all existing Ordinances and Village Code provisions, or parts thereof, in conflict with the provisions of this Ordinance, are hereby deemed null, void, and of no legal effect, and are specifically repealed. Nothing contained in this section shall be construed to impair the powers contained in this Code, giving powers to the police and fire departments, but shall be construed together with existing ordinances now in effect for the safety and welfare of the citizens of the Village.

**SECTION THREE:** If any section, clause, provision or portion of this Ordinance shall be held to be invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Ordinance, and this Village Board hereby expressly acknowledges that it would have enacted this Ordinance even with the invalid portion deleted.

**SECTION FOUR:** That this Ordinance shall be in effect immediately after its passage by the Village Board, its approval by the President and its publication as required by law.

**PASSED and APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Yeas: \_\_\_\_\_  
Nays: \_\_\_\_\_  
Abstain: \_\_\_\_\_  
Present: \_\_\_\_\_

\_\_\_\_\_  
Greg Szymanski, Village President

**ATTEST:**

\_\_\_\_\_  
Janett Conner, Village Clerk

**RESOLUTION # \_\_\_\_\_**

**A RESOLUTION ADOPTING AN AMENDED POLICY FOR THE HIRING OF FULL TIME SWORN POLICE OFFICERS IN THE VILLAGE OF BEECHER**

**WHEREAS**, the Village of Beecher is a non-home rule municipality under 5,000 population and does not have a Village policy pertaining to a formal hiring procedure for full time police officers; and

**WHEREAS**, State Statute requires a hiring process for full time police officers using a police commission for the fair and equitable hiring of sworn officers in municipalities having more than 5,000 population; and

**WHEREAS**, the Village Board wishes to amend the hiring process for full time police officers that was adopted by Resolution 2018-10 that closely resembles a commission form since the Village of Beecher's present population of 4,360 is close to the 5,000 population threshold for a commission process; and

**WHEREAS**, the Village Board believes it is in the best interest of the residents of the Village of Beecher and the Beecher Police Department to have specific rules and regulations for the hiring of full-time police officers;

**NOW THEREFORE BE IT RESOLVED** that the attached document "Rules and Regulations of the Board of Police Commissioners of the Village of Beecher, State of Illinois (Revised March, 2020)" is hereby adopted as the official policy of the Village of Beecher and the Beecher Police Department for the process of recruitment and selection of full-time police officers.

Approved by motion this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_ ABSENT: \_\_\_\_\_

APPROVED BY ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

\_\_\_\_\_  
Greg Szymanski,  
Village President

ATTEST:

\_\_\_\_\_  
Janett Conner  
Village Clerk

\_\_\_\_\_  
Date

**RULES AND  
REGULATIONS OF THE  
BOARD OF POLICE COMMISSIONERS OF THE  
VILLAGE OF  
BEECHER STATE  
OF ILLINOIS  
(Revised March, 2020)**

**CHAPTER 1 -ADMINISTRATION**

**SECTION 1 – PURPOSE**

It is the purpose and mission statement of the Board of Police Commissioners to evaluate and recommend potential full-time police officer candidates to the Village Board.

**SECTION 2 – DEFINITIONS**

The word “Board” wherever used shall mean the Board of Police Commissioners of the Village of Beecher Illinois. The word “Officers” shall mean any person holding a permanent office in the Police department of the Village of Beecher, Illinois.

**SECTION 3 – CREATION, COMPOSITION, AND RULES:**

There is hereby created and established a Board of Police Commissioners for the Village of Beecher, which shall consist of three (3) volunteer, non-paid voting members which shall include two (2) public safety committee members and one (1) resident, all as annually appointed by the Village President with consent of the Village Board. The Board of Police Commissioners shall elect its officers which shall include a Chair and Secretary at its first meeting of each year. The President of the Village shall have the power to remove any member of Board of Police Commissioners with or without cause with approval by the Village Board. The Board shall adopt such rules governing its procedures and regulating its business as if from time to time, it deems proper and necessary, with approval of the Village Board. Board Meetings shall be open to the public except as otherwise permitted by the Illinois Open Meetings Act and the Board shall abide by all laws of the State of Illinois including the Freedom of Information Act as a special Board of the Village Municipal Corporation. Minutes shall be taken of all meetings and filed with the office of the Village Clerk after they are approved.

**SECTION 4 – MEETINGS AND QUORUM.**

Meetings shall be held as needed as called by the Village President or Chair of the Commission. A majority of the members of the Commission shall constitute a quorum for the conduct of all business. The parliamentary procedure prescribed in Robert’s “Rules of Order” shall be followed as far as applicable.



## **CHAPTER II - APPLICATIONS**

### **SECTION 1 - RESIDENCE**

Applicants for examination must be citizens of the United States and/or an alien admitted for permanent residence to lawfully be admitted for temporary residence and who produces evidence of intention to become a citizen of the United States.

### **SECTION 2 - APPLICATIONS**

Applications for the position shall be filled per the requirements of the Commission and the testing service contracted by the Commission, and applicants must comply with the testing requirements in every respect. A fee for each application may be charged as prescribed by the Commission.

Every applicant must be of good moral character, of temperate habits, of sound health, and must be physically able to perform the duties of the position applied for. The burden of establishing these facts rests upon the applicant.

The applicant, as part of the application process, shall furnish with their application a copy of their Military Service Record, Discharge Papers, Birth Certificate, a valid driver's license, High School Diploma or G.E.D. Certificate, and a copy of their college or university transcript.

A false statement knowingly made by a person in an application for examination, involvement in any false statement made in any certificate which may accompany such application or complicity in any fraud, shall be regarded as good cause for exclusion from the examination.

### **SECTION 3 - DISQUALIFICATION**

The Commission, by way of contracted testing service, may refuse to examine an applicant or, after the examination, to certify him as eligible:

- a) Who is found lacking in any of the established preliminary requirements for the service for which they apply.
- b) Who is physically unable to perform the duties of the position to which they seek appointment.
- c) Who is addicted to the use of intoxicating beverages or is found to have taken or used drugs and/or narcotics illegally.
- d) Who has been convicted of a felony or any misdemeanor involving moral turpitude, as specified in 5/10-2.1-6 of the Commission of Fire and Police Commissioners Act.
- e) Who has been dismissed from any public service for good cause.
- f) Who has attempted to practice any deception or fraud in their application.
- g) Who may be found disqualified in personal qualifications or health.
- h) Whose character and employment references are unsatisfactory.
- i) Who does not possess a high school education or its equivalent.
- j) Who has applied for a position of a police officer and is or has been classified by their Local Selective Service Draft Board as a conscientious objector.

- k) Who has been found to have a gang affiliation.
- l) Who has been convicted of a misdemeanor crime of domestic violence.

The Commission shall notify any applicant, or eligible, deemed disqualified thereunder.

#### **SECTION 4 - DEFECTIVE APPLICATIONS**

Defective applications shall be grounds for disqualification for the position sought. The contracted testing service will notify all applicants whose applications are found so defective.

#### **SECTION 5 - PHYSICAL AND MEDICAL EXAMINATIONS**

Applicants for original appointment will be subject to a physical aptitude test and shall be required to submit to a thorough medical examination by a licensed physician appointed by the Board.

#### **SECTION 6 - AGE REQUIREMENTS**

Applicants shall be over 21 years of age and under 35 years of age unless exempt from such age limitations provided in Section 5/10-2.1-6 of the Fire and Police Commissioners Act.

#### **SECTION 7 - RELEASE OF LIABILITY**

All applicants shall execute and deliver to the Commission a release of all liability as the result of taking a "Physical Aptitude Test" in favor of the Village of Beecher on a form to be prescribed by the Commission.

## CHAPTER III - EXAMINATIONS

### ORIGINAL APPOINTMENTS

#### **SECTION 1 - NOTICE OF EXAMINATIONS**

Examinations will be held on the dates fixed by the Commission.

Examinations may be postponed, however, by order of the Commission, which order shall state the reason for such postponement and shall designate a new date for said examination.

Applicants shall be notified of the postponement of any examination and of the new date fixed for said examination.

#### **SECTION 2 - EXAMINATIONS**

The Commission shall call for examinations to fill vacancies in the class of service in which vacancies are liable to occur. A call for such examinations shall be entered in the Minutes of the Commission and shall include a statement of:

- a). The time and place where such examinations will be held.
- b.) Applications can be received for at least a two-week period and may terminate on the day before the scheduled Orientation Meeting.

#### **SECTION 3 - TYPE OF EXAMINATIONS**

Applicants must attend the orientation program sponsored by the Commission. In addition, applicants will be required to participate in, but not limited to, written, oral, polygraph, psychological, medical/drug testing.

#### **SECTION 4 - EXAMINATIONS - MINIMUM GRADE**

The Commission must conduct the following examinations. Examinations noted by \* may be conducted at the discretion of the Commission. The sequence of testing may vary at the discretion of the Commission. Failure to achieve the minimum passing grade in any examination disqualifies the applicant from any further participation.

<u>Examinations</u>	<u>Grading</u>
Orientation	Attendance Mandatory
Physical Aptitude Test	Pass or Fail
Written Test	100 maximum and 70 minimum (1 point=1% on the test score)
Psychological Examination	Pass or Fail
Polygraph Test	Pass or Fail
Background Investigation	Pass or Fail
Medical Examination	Pass or Fail
Color and Night Blindness*	Information for correcting any condition
Oral Test Interview	0-30 points

A candidate who achieves less than seventy (70) points on the written examination shall be disqualified.

## **SECTION 5 - PHYSICAL APTITUDE TEST**

All applicants will be required to submit themselves to a physical aptitude test and pass all elements of the test. An applicant may must provide proof to the Commission on the date of written testing that they have successfully passed the Illinois Training and Standards Board Police Officer Wellness Evaluation Report test within the prior 180 day period.

Applicants who fail to provide required proof of successful completion of the wellness evaluation report on the date of testing will be dropped from future consideration in the application process. If the applicant remains on the eligibility list for a period of time in excess of 180 days after passing the test, the applicant may be required to submit to said test again and provide updated proof of passing. Applicants who fail the physical aptitude test, or do not appear for testing without notifying the Commission prior to the test date or Notice Date, will be dropped from any further testing.

## **SECTION 6 - WRITTEN EXAMINATIONS**

Information as to the type of written examination employed by the Commission will be provided as part of the orientation program. All examination papers shall be and remain the property of the Commission, and the grading thereof by the contracted vendor shall be final and conclusive and not subject to review by any tribunal of any kind or description. Candidates who fail to achieve a passing grade will be notified and eliminated for all further consideration.

## **SECTION 7 – ORAL EXAMINATION**

All commissioners shall participate in the Oral Examination except when one Commissioner is absent due to illness or when matters of an emergency nature preclude attendance. In no event shall less than two (2) Commissioners conduct the Oral. Questions shall be asked of the Candidate that will enable the Commissioners to properly evaluate and grade the Candidate on speech, alertness, ability to communicate, judgment, emotional stability, self-confidence, social skill and general fitness for the position. On completion of each Oral Examination the Commissioners will discuss the Candidate's abilities using the traits listed above.

## **SECTION 8- ELIGIBILITY REGISTER**

- a) The Commissioners will prepare an "Eligibility Register". A minimum score of seventy (70) cumulative points is required to be on the register. In the event of a tie score, the placement of the tied candidates' names on the eligibility list shall be determined by lot, in the presence of a quorum of the Commission in whatever manner the Commission deems appropriate.
- b) A dated copy of the Eligibility Register shall be posted at the Village Hall and on the Village website and shall include the date of expiration of the register which shall two (2) years hence.
- c) Applicants shall be appointed from the eligibility list in descending order. Notwithstanding anything to the contrary contained within these rules and regulations, the Commission may, at its discretion, choose to appoint an applicant who has been awarded a certificate attesting to his or her successful completion of the Minimum Standards Basic Law Enforcement Training Course, as provided in the Illinois Police Training Act, ahead of non-certified applicants.
- d) Appointment from this Eligibility Register is subject to satisfactory passing an Oral Interview, In-depth Psychological Examination, a Polygraph Test, Background

Investigation, and a thorough Medical Examination (which may include a test of the applicant's vision, hearing, for the presence of communicable diseases as well as a test to screen for the use of drugs and/or narcotics or any other exam required by the Commission). A written Offer of Employment must be presented to the applicant prior to conducting the Psychological and Medical examinations. This is to satisfy requirements of the Americans with Disabilities Act.

## **SECTION 9 - PROFESSIONAL EXAMINATIONS AND TESTS**

- a) Each applicant for original appointment shall submit to a Psychological Examination by such psychologist or psychiatrist as the Commission may in writing designate. Such examination shall be without expense to the applicant. Failure of the applicant to take or successfully complete such test shall eliminate the candidate from further consideration.
- b) Any applicant for original appointment to the Police Department of the Village of Beecher, will be required to submit to a Polygraph Device Deceptive Test, commonly known as a Lie Detector Test, at such time and place as the Commission may in writing designate. Such test shall be given without expense to the applicant. Failure of the applicant to take or successfully complete such test shall disqualify the applicant to enter upon the duties of the office for which the application for examination was filed.
- c) Medical Examinations shall be performed by a licensed physician.
- d) Vision tests for color blindness and night vision will be performed.

## **SECTION 10- APPOINTMENT**

- a) Vacancies in the Police Department shall be filled by the Village Board by individuals from the Eligibility Register in the order in which their names appear on the register and having met all requirements previously listed, except that the Village Board may appoint a police officer from another Illinois department (lateral appointment) or appoint a Beecher part-time officer (internal appointment) to a vacancy in the Police Department without regard to the Eligibility Register.
- b) All original appointments to the Police Department shall be subject to the labor agreement currently in effect for police officers.
- c) Any person whose name appears on the Final Eligibility Register may decline appointment. It shall be the option of the Commission to strike from or maintain upon the register the name of such candidate without otherwise altering the candidate's original position on the Final Eligibility Register.

## **SECTION 11 - CERTIFICATION**

Final certification of probationary Police Officers shall be subject to successful completion of the Basic Training Course as provided by the Illinois Law Enforcement Training and Standards Commission within the prescribed probationary period. Inability to successfully complete this course shall be grounds for dismissal.

# Village of Beecher Wastewater Treatment Plant

## Monthly Report

**Month; FEBRUARY:2020**

**Year: 2020**

**Total Gallons. MGD**

**Influent : 21.329 MGD**

**Daily Maximum: 1.571 MGD**

**Effluent: 25.672 MGD**

**Daily Maximum: 1.803 MGD**

**Minimum: .585 MGD**

**Average Daily Flow: .885 MGD**

**Excess Flow: .184 MGD**

**Chlorine Used (Lbs): 10**

**Excess Treated: .184 MGD**

**Rainfall/Precipitation: 9.55 Inches**

**Return Sludge: N/A : MGD**

**Dry Sludge Removed (Cubic Yards): 0**

**Liquid Sludge Hauled Gallons: 0 gals**

**\*Laboratory Information ;. Effluent\***

**5 Day CBOD Avg: 5.2 mg/l . (Daily max): 6.5 mg/l**  
**Total Suspended Solids Avg : 1.8 mg/l (Daily max): 2.0 mg/l**  
**Ammonia Nitrogen Avg: N/A mg/l (Daily Max): N/A mg/l**  
**average removal rate BOD 95.0 % average removal rate Suspended Solids 97.2 %**

**\*.Laboratory Information; Influent\***

**Average 5 Day BOD: 97.0 mg/l Average TSS: 67.0 mg/l**  
**Ammonia Nitrogen Avg: N/A mg/l (Daily max) : N/A mg/l**

**Equipment issues,repairs,maintenance.**

. **Clarifier** monthly maintenance performed. **Clarifier #1** out of service for rebuild, **\*OXIDATION DITCH Aeration Tank #1 and #2 back in service , new Aerators #1, #2 ,#4 in service, #3 shaft still out for repair. \* Superior Pump for repairs. \*BLOWER** monthly maintenance performed.,, **RAS FLOW METER** ,will be replaced during the Oxidation Ditch upgrade, .,

**\*.Monthly DMR** lab analysis performed and completed.

**\*Monthly** Final Effluent and Raw Influent ammonia nitrogen, total phosphorous .samples analysis performed and completed by Arro Laboratory Inc.

**\*Monthly** Upstream/Downstream samples collected , analysis performed and completed by Suburban Laboratories Inc., Month of February 2020 , January 2020 NPDES DMR reports completed and submitted to the IEPA.

**PLANT PROCESS CONTROL**

Continue implementing an activated sludge process control monitoring analysis consisting of monitoring daily, weekly, monthly aeration tanks solids inventory, mixed liquor suspended solids, settling, Ph analysis, dissolved oxygen, analysis, flow adjustments, return sludge monitoring and adjustments, secondary clarifier blankets monitoring, sludge wasting rates adjustments and improvements, microscopic analysis of micro biological activity in the system, balancing sludge digestion in digestors through wasting, decanting,.

Sincerely,

A handwritten signature in black ink, appearing to read "John Hernandez", with a long, sweeping flourish extending to the right.

John Hernandez, Chief Operator WWTP



