

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
FOUR RIVERS SANITATION AUTHORITY
(formerly Rock River Water Reclamation District)
JULY 26, 2021
5:15 P.M.**

The Four Rivers Sanitation Authority Board of Trustees and staff met in-person at Four Rivers Sanitation Authority, Graceffa Administration Building, 3501 Kishwaukee St., Rockford, Illinois.

In accordance with the Government Emergency Administration Act and State of Illinois Executive Order in Response to COVID-19 (Executive Order No. 5), Section 6, the public was invited to participate and listen to the meeting via WebEx (audio only). Members of the public were welcome to dial-in to the Regular Meeting of the Board of Trustees and Meeting of the Committee of Local Improvements as follows: (408) 418-9388 (U.S. Toll) or (844) 992-4726 (U.S. Toll-Free); Access Code: 146 265 8699. Members of the public were allowed to address the Board via teleconference but were not allowed to participate in person.

Pollack called the Regular Meeting of the Board of Trustees to order at 5:45 p.m. and advised that the meeting was being recorded.

The following Trustees were present:

Rick Pollack	President
Don Massier	Trustee
Elmer Jones	Trustee

John Sweeney, Vice President, and Ben Bernsten, Clerk/Treasurer, were absent.

Staff present: Timothy S. Hanson, Executive Director; Christopher Baer, Director of Engineering; Julia Scott-Valdez, Director of Management Services; Ed Fitzgerald, General Counsel/Director, Internal Services; Jim Reader, Director of Collection Systems; Greg Cassaro, Director of Plant Operations; Lisa Mittel, Finance Manager; Ashley Bernard, Assistant Director, Plant Operations/Customer Service; Melinda Roach, Procurement Coordinator; and Susan Skinner, Executive Services Coordinator.

Kwame Calvin, Assistant Director of Internal Services, was absent.

Massier moved to approve the minutes of the Regular Meeting of June 28, 2021; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye

John Sweeney

Absent

Massier moved to approve the purchase of 415 Kennon Road, 418 Barry Road, 430 Barry Road and 440 Barry Road pursuant to the Trustees' approval of acquisition of properties in relation to the construction of the Martin Road facility, and Delegation of Authority to Ed Fitzgerald, General Counsel, for all activity relevant to these purchases; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye
John Sweeney	Absent

Fitzgerald presented the Information Technology Monthly Report as of July, 2021, highlighting activity regarding simplifying the user login experience, Resilient Radio Systems, Enterprise Asset Management, telephone system replacement, Electronic Payment System upgrade, Uninterruptible Power Supply replacement, Geographic Information System (GIS) upgrade and other projects.

Scott-Valdez provided an update regarding Human Resources Department initiatives and achievements for the previous month and future plans, including employee relations and the addition of two new employees: Ryan Hackett, Utility Technician, and Fay Kittoe, Customer Service Representative.

Massier moved to approve Resolution 21 22 09, Amending Section 21 (holidays) of the Four Rivers Sanitation Authority Employee Policy Handbook; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye
John Sweeney	Absent

Massier moved to approve Resolution 21 22 08, Amending Section 22 (vacations) of the Four Rivers Sanitation Authority Employee Policy Handbook; seconded by Sweeney; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye
John Sweeney	Absent

Mittel presented the Finance Management Report, advising that, for the period ending June 30, 2021, User Fee Revenue is 15.8% below budget YTD, Total Revenue is 5.1% under budget YTD and O&M Departmental Expenses are 11.9% under budget YTD for the two-month period. Operating Income reflects a gain of \$2,697,737, and the Statement of Cash Flow reflects an increase of \$3,685,414 for the fiscal year. The General Fund ended the month of June at \$ 43.67M.

Massier moved to approve the following updated plumbing contractor bonds and completed registrations for the period of June 1-30, 2021:

<u>Company</u>	<u>Bond Type</u>	<u>Bond No.</u>	<u>Date of Expiration</u>
1. A & L Plumbing, Inc.	PU	65518132	5/31/2022
2. A & L Plumbing, Inc.	PV	65540999	5/31/2022
3. Area Mechanical, Inc.	CO	RLI2130551	5/31/2022
4. Area Mechanical, Inc.	PU	RLI2123655	5/31/2022
5. Area Mechanical, Inc.	PV	RLI2123654	5/31/2022
6. Boomer Plumbing, Inc.	PV	929584553	5/31/2022
7. Ceroni Piping	CO	400SM2070	5/31/2022
8. Ceroni Piping	PU	400SV1730	5/31/2022
9. Ceroni Piping	PV	400SV1728	5/31/2022
10. Chuck's Plumbing	PU	93K5R0800	5/31/2022
11. Chuck's Plumbing	PV	93K5R0786	5/31/2022
12. Dale's Plumbing	PU	RSB0807842	5/31/2022
13. Dale's Plumbing	PV	RSB4081572	5/31/2022
14. Dee's Plumbing	PU	2491888	5/31/2022
15. Dee's Plumbing	PV	2491886	5/31/2022
16. Design Plumbing & Piping, Inc.	PU	62706058	5/31/2022
17. Design Plumbing & Piping, Inc.	PV	62704068	5/31/2022
18. Fischer Excavating, Inc.	CO	55220403	5/31/2022
19. Five Star Plumbing	CO	63608270	5/31/2022
20. Five Star Plumbing	PU	63608300	5/31/2022
21. Five Star Plumbing	PV	63608289	5/31/2022
22. Freed Plumbing	PV	RLI0630523	5/31/2022
23. Geostar Mechanical, Inc.	PV	63636462	5/31/2022
24. Hartwig Mechanical, Inc.	PU	2283376	5/31/2022
25. Hartwig Mechanical, Inc.	PV	2283372	5/31/2022
26. Held Brothers Plumbing	PU	B117944	5/31/2022
27. Held Brothers Plumbing	PV	B059197	5/31/2022
28. Infinity Plumbing, Inc.	PV	63074955	5/31/2022
29. Landmark Excavating	CO	32S541706	5/31/2022
30. Landmark Excavating	PV	404001564	5/31/2022
31. Mechanical, Inc.	CO	LPM9268647	5/31/2022

32. Mechanical, Inc.	PU	LPM08779787	5/31/2022
33. Mechanical, Inc.	PV	LPM08779788	5/31/2022
34. Midwest Mechanical Works, Inc.	PV	6067689	5/31/2022
35. Miller Engineering Co.	PU	25390610	5/31/2022
36. Miller Engineering Co.	PV	25390611	5/31/2022
37. MO-ST Plumbing & Mechanical	PU	15L001460	5/31/2022
38. MO-ST Plumbing & Mechanical	PV	RLP5144167	5/31/2022
39. Nelson Carlson Mechanical	CO	25582291	5/31/2022
40. Nelson Carlson Mechanical	PU	25390617	5/31/2022
41. Nelson Carlson Mechanical	PV	25390616	5/31/2022
42. Northern Illinois Service Co.	CO	LSF224043	5/31/2022
43. Packard Excavating	CO	7900646996	5/31/2022
44. Pearson Plumbing & Heating	PU	RLI0488281	5/31/2022
45. Pearson Plumbing & Heating	PV	RNB0488280	5/31/2022
46. Pipe-Line Plumbing Services	PV	2492521	5/31/2022
47. Robert W. Sell Plumbing	PV	65426828	5/31/2022
48. Roto-Rooter Sewer Service	CO	63146006	5/31/2022
49. Roto-Rooter Sewer Service	PV	63146019	5/31/2022
50. Service Plumbing	PV	65252217	5/31/2022
51. Sjostrom & Sons, Inc.	CO	71403911	5/31/2022
52. Spain Construction, Inc.	CO	61698249	5/31/2022
53. Stenstrom Excavation & Blacktop	CO	104482884	5/31/2022
54. Total Plumbing, Ltd.	CO	GRIL26757B	5/31/2022
55. Total Plumbing, Ltd.	PV	GRIL26758B	5/31/2022
56. Troy Lee Excavating	CO	IL 100244	5/31/2022
57. Wayne Seymour Plumbing	PV	RSB4059942	5/31/2022
58. William Charles Construction, LLC	CO	K15395126	5/31/2022
59. William Charles Construction, LLC	PU	K15395114	5/31/2022
60. William Charles Construction, LLC	PV	K15395102	5/31/2022
61. Williams Brothers Plumbing	PU	50701620	5/31/2022
62. Williams Brothers Plumbing	PV	69905867	5/31/2022

seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Absent

Massier moved to conditionally approve easements for the following City of Rockford
PINs:

11-21-139-009; 11-21-139-012; 11-21-139-014; 11-21-139-016; 11-21-140-008;
11-21-140-009; 11-21-140-010; 11-21-140-011; 11-21-140-012; 11-21-251-044;
11-21-251-045; 11-21-252-005; 11-21-252-006; 11-21 252-007; 11-21-252-012;

seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Absent

Massier moved to approve Ordinance 21 22 S 07, Meander Drive SSA Special Assessment No. 136; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Absent

Massier moved to approve Change Order No. 2, 2020-21 Sanitary Sewer System Lining; CIP No. 2137; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Absent

Massier moved to approve Change Order No. 2, Dewatering Building Parapet Repairs and Reroofing; CIP No. 2155; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Absent

Massier moved to approve Change Order No. 2 – FINAL, Christina Street Sanitary Sewer Repairs; CIP No. 2286; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Absent

Cassaro presented Minutes from the Watershed Group Meeting of July 14, 2021, as information only to the Board. No Board action required.


Cassaro presented the Plant Operations Monthly Snapshot and Trend Report covering the previous month.

Reader provided a status of Collection Systems activity regarding sewer main line cleaning, televising crews, pipe replacement, manhole ticket backlog breakdown and manhole restoration for the previous month.

As no closed session was needed, Massier moved to adjourn the Regular Meeting to re-enter the Meeting of the Committee of Local Improvements; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Absent

The Regular Meeting of the Board of Trustees adjourned at 6:55 p.m.


Clerk

