

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
FOUR RIVERS SANITATION AUTHORITY
(formerly Rock River Water Reclamation District)
AUGUST 23, 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.

Members of the public were welcome to join the meeting in-person as space permitted. All members of the public were required to wear a mask for the safety of all attendees. Socially-distanced seating was enforced. Alternatively, the public was invited to participate and listen to the meeting via GoToMeeting (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: (571) 317-3112; access code: 456 450 485. Members of the public were invited to address the Board in-person or via teleconference during the Public Participation section.

Pollack called the Regular Meeting of the Board of Trustees to order at 5:15 p.m. and advised that the meeting was being recorded.

The following Trustees were present:

Rick Pollack	President
Ben Bernsten	Clerk/Treasurer
Don Massier	Trustee
Elmer Jones	Trustee

John Sweeney, Vice President, was 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; Kwame Calvin, Assistant Director of Internal Services; and Susan Skinner, Executive Services Coordinator.

Massier moved to approve the minutes of the Regular Meeting of July 26, 2021; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye

Don Massier	Aye
John Sweeney	Absent

Bernsten stated the Investment Report reflects \$ 42,581,792.32 total funds invested for the month of July, 2021, and earned interest in the amount of \$3,415.52. Total Investments are \$50,504,717.20. Report placed on file.

Bernsten moved to approve Total General Fund Expenditures for the month of July 2021, in the amount of \$ 4,607,769.39; with Total Special Assessments at \$ 0; seconded by Jones; motion passed upon roll call as follows:

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

Rick Pollack and Ed Fitzgerald gave a summary of the Show Cause Hearing held August 17, 2021, for Leaf Green Plastics, LLC, in response to violations of the Four Rivers Code of Ordinances. After both sides presented their case at the hearing, both were able to agree to a resolution. Leaf Green Plastics was advised that any violations, including to failure to follow the amended Administrative Order, would result in fines of \$1,000 per day per violation and/or sewer disconnection, water shutoff and fees.

Regarding Old Business, Baer reported no change to McDonald Creek Trunk South Branch (Machesney Park).

Massier moved to approve Change Order No. 1, Bid #21-214, Cogeneration Engines 1 & 3 Complete Overhaul Parts and Labor; Contractor: Rush Power Systems, resulting from unforeseen labor and material to overhaul Engine 3; seconded by Jones; motion passed upon roll call as follows:

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

Hanson gave an update regarding New Milford's interest in extending sewer and water to the west side of Baxter Road/I-39 corridor. While there is currently no end user identified, New Milford was hoping to take advantage of EDA grants currently available. The total cost for both water and sewer would be \$8 million (\$4.5 million for sewer; and \$3.5 million for water). A meeting was held last week at the County along with RIPC (administrator of the grants), who advised that the maximum amount of the grant would be a maximum of \$4-5 million. New Milford chose to opt for a water line connected to the County's water system; however, it was further

advised that award of the grant is contingent on having a specific end user and committing to a specific number of jobs. New Milford will still move forward with the grant application.

Hanson also discussed EDA opportunities regarding Logistics Parkway and Irene Road. The City of Belvidere has interest in a distribution site near the Chrysler Plant. Hanson discussed the subject with the Mayor of Belvidere, but the grant maximum will not cover the cost. Cost-sharing opportunities were discussed, and future discussion will be scheduled.

Massier moved to approve the purchase of property at 3318 Foley Street and Delegation of Authority to General Counsel Ed Fitzgerald to complete the purchase; seconded by Pollack; motion passed upon roll call as follows:

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

Calvin presented the Information Technology Monthly Report as of August, 2021, highlighting activity regarding simplifying the user login experience, Resilient Radio Systems, Enterprise Asset Management, telephone system replacement, Electronic Payment System upgrade, 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: Nickolas Barrett, Treatment Plant Operator, and Gerard White, Senior Financial Analyst. Scott-Valdez also announced the promotion of Noah Smith to Equipment Operator.

Massier moved to approve Resolution 21 22 11, Authorizing PMA Financial Network, Inc., to Provide Investment Services; seconded by Bernsten; motion passed upon roll call as follows:

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

Mittel presented the Finance Management Report, advising that, for the period ending July 31, 2021, Total Revenue is 1.6% under budget YTD; User Fee Revenue is 9.3% below budget YTD; Operations & Maintenance Departmental Expenses are 8.7% under budget YTD for the three-month period; Capital Project Expenditures for July totaled \$1.46M; Operating Income reflects a gain of \$3,462,321; the Statement of Cash Flow reflects an increase of \$2,884,990 for the fiscal year; and the General Fund Cash ended the month of July at \$42.9M.

Massier moved to approve the following updated plumbing contractor bonds and completed registrations for the period of July 1-31, 2021:

<u>Company</u>	<u>Bond Type</u>	<u>Bond No.</u>	<u>Date of Expiration</u>
1. LH Plumbing LLC	PU	RSB4129230	5/31/2022
2. M. Robinson Plumbing	PV	BD7900692857	5/31/2022
3. N-Trak Group LLC	CO	354026890	5/31/2022
4. Overflow Plumbing	PV	6592149	5/31/2022

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

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

Massier moved to approve Vacation of Sanitary Sewer Easement, Greater Rockford Airport Authority, Cessna Drive, and Cessna Drive Sewer Easement Vacation Letter of Understanding; seconded by Bernsten; motion passed upon roll call as follows:

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

Massier moved to approve 2020-21 Sanitary Sewer System Lining; CIP No. 2137; Change Order No. 3; seconded by Bernsten; motion passed upon roll call as follows:

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

Massier moved to approve Professional Services Contract Amendment No. 3; Primary Filtration Project – Phase 1; CIP No. 2022; seconded by Bernsten; motion passed upon roll call as follows:

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

Massier moved to approve Amendment No. 1; Agreement with IEPA for Delegation of Construction and Permit Authority; seconded by Jones; motion passed upon roll call as follows:

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

Massier moved to approve Ordinance 21 22 M 12, Amending Ordinance Authorizing Loan Agreement; Primary Filtration, Phase 1; seconded by Jones; motion passed upon roll call as follows:

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


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

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

The Regular Meeting of the Board of Trustees adjourned at 6:05 p.m.


Clerk

