

**MINUTES OF REGULAR MEETING  
BOARD OF TRUSTEES  
ROCK RIVER WATER RECLAMATION DISTRICT  
MONDAY, OCTOBER 23, 2017**

President Massier called the Regular Meeting of the Board of Trustees of the Rock River Water Reclamation District to order at 5:15 p.m. in the Board Room at the Graceffa Administration Building, 3501 Kishwaukee Street, Rockford, Illinois. The following Trustees were present:

Donald Massier	President
Elmer Jones	Vice President
Rick Pollack	Clerk/Treasurer
John F. Sweeney	Trustee
Ben Bernsten	Trustee

Staff present: Timothy S. Hanson, District Director; Joseph W. Hanley III, Esq., General Counsel; Christopher Baer, Engineering Manager; Larry McFall, Plant Operations Manager; Jim Reader, acting Supporting Services Manager; Chris Black, Business Manager; Michael Robertson, ITS Supervisor/Chief Information Officer; Susan Skinner, Legal Secretary, and Deborah Lyons, Executive Services Coordinator.

Also present was Ann Marie Santora and Pamela Osborne, Keep Northern Illinois Beautiful; and Liz Hanson.

President Massier stated the meeting was being recorded and welcomed Jim Reader.

Trustee Pollack moved to approve the minutes for the Regular Meeting of September 25, 2017; seconded by Trustee Jones; motion passed upon roll call as follows:

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

Ann Marie Santora, Director of Development of Keep Northern Illinois Beautiful, stated KNIB is a private operation and receives very little government assistance. Their three focus areas are recycling, litter prevention, and beautification. Together they keep a lot of contaminants out of the soil and water. Great American Cleanup picks up litter of all types and keeps it out of the water ways. Property values will be up when the properties are litter free. The medication collection keeps the water safe. The electronics drive keeps cadmium, arsenic, lead, and heavy metals that are in all electronics out of the aquifers and river. They work to educate people of all ages, field phone inquiries, and keep a web site of approximately 150 pages. Collectively, our efforts attract tourists and residents and work to help maintain quality of life.

# 014004

Ms. Santora showed a video featuring District Director Hanson about keeping the water clean and managing litter. The District's monetary donation is multiplied through the labor of 1,700 volunteers each year and in-kind donations. KNIB is appreciative of the District's contributions.

Mike Robertson stated WinGIS has appointed a new vice chairman and the job description for the new director is being reviewed. The regional planning agency has been approved by Winnebago County Board and we are waiting for approval by Boone County Board. A board will be formed.

Trustee Pollack stated the Investment Report showed the District had \$25,605,339.10 Total Funds invested for the month of September and earned interest in the amount of \$18,864.07. Report placed on file.

Trustee Pollack moved to approve Total General Fund Expenditures to Be Approved for the month of September 2017 in the amount of \$6,908,222.45; seconded by Trustee Bernsten; motion passed upon roll call as follows:

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

Trustee Pollack moved to approve Total Special Assessment expenditures for the month of September 2017 in the amount of \$148,395.64; seconded by Trustee Jones; motion passed upon roll call as follows:

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

Engineering Manager Baer reported no change in the status of the agreements for McDonald Creek Trunk South Branch or McCurry Road Trunk Sewer Phase 4; staff has seen some activity on the W. State Street Reconstruction, Phase 2 project, so staff may have something to report next month.

Trustee Jones moved to award the contract for Two New Construction Trailers, Bid No. 17-211, to the low responsive and responsible bidder, Miller-Bradford & Risberg, in the amount of \$33,000.00 after trade-in; seconded by Trustee Sweeney; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye

Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Trustee Pollack moved to award the contract for Ralston Road Sanitary Sewer Extension, Special Assessment No. 130, to the low responsive and responsible bidder, N-Trak Group, LLC, for the sum of \$193,137.50; seconded by Trustee Bernsten; motion passed upon roll call as follows:

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

District Director Hanson stated Bill Hart is retiring on October 31 after 36 years. The District will congratulate him and thank him for his diligent and faithful service at that time.

District Director Hanson stated Jim Reader has taken over the responsibilities of the recently retired Supporting Services Manager. His former position as Supporting Services Supervisor was filled with Brian Markgraf. Interviews will be done to fill Brian Markgraf's position and the Equipment Operator position will then be posted. Upon review of staffing needs, the Utility Tech position will be replaced with a GIS Construction Clerk.

Counsel Hanley reviewed District by-laws, policy, and past hiring practices. The hiring or firing of any manager requires the Board's approval.

Trustee Sweeney moved to approve the hire of Jim Reader as Supporting Service Manager; seconded by Trustee Bernsten. After discussion, motion passed upon roll call as follows:

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

Counsel Hanley stated the District is having some issues with the payment of the subcontractors on the Spring Creek project. While the contract is with the Contractor and not the subcontractors; the District has responsibilities to the subs per the EPA and pursuant to the Mechanics Lien Act, and it wants to ensure a positive future relationship with them. Staff have been cautiously handling the situation; sufficient funds are being held in reserve in the event the problem is not resolved.

Trustee Pollack moved to approve the Plumber Bond Report for September 2017 as presented; seconded by Trustee Sweeney; motion passed upon roll call as follows:

# 014006

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

<b>Company</b>	<b>Type</b>	<b>Bond</b>	<b>Expires</b>
Foster's Plumbing	Private	63327710	5/31/2018

Trustee Pollack moved to approve the easement as presented; seconded by Trustee Bernsten; motion passed upon roll call as follows:

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

<b>Project</b>	<b>Grantor(s)</b>
Lot #9 of Plat 2 of Perryville Ridge	Darwin Properties, LLC

Trustee Jones moved to approve Snow Avenue Pump Station HVAC Upgrades, CIP No. 1658; Change Order No. 1 (Final) extending the Contract completion date by six (6) weeks allowing additional equipment procurement and installation, for a revised final completion date of November 27, 2017; and including 4 additions to the project: repair boiler exhaust piping (\$4,404.81), replace leaking hydronic unit heater (\$3,511.00), replace pneumatic actuator on Exhaust Fan 7's damper with an electric actuator (\$1,259.40), and replace bearings on a circulation pump and replace motor to pump couplers on two pumps (\$942.52), for a total cost addition of \$10,117.73 to the value of the contract; seconded by Trustee Pollack; motion passed upon roll call as follows:

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

Trustee Pollack moved to approve 2017-2018 Collection System Repairs, CIP No. 1854, Change Order No. 1 for the replacement of a manhole and relocation of connecting services for the sum of \$19,796.86, and time lost caused by a water main leak's impact on construction conditions for the sum of \$1,944.21, for a net addition to the contract of \$21,741.07; seconded by Trustee Jones; motion passed upon roll call as follows:

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

Trustee Pollack moved to approve Fuller Creek Trunk Sewer, Phase C, CIP No. 1153; Change Order No. 2, for the increase in the cost of pipe materials due to court delays, allowing a credit for \$27,019.20 for changes in micro-tunneling operations, for a net addition of \$6,774.18 to the price of the contract resulting in a contract value of \$17,505,372.67; seconded by Trustee Bernsten; motion passed upon roll call as follows:

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

Trustee Jones moved to approve Fisher-Haskell SSE, Special Assessment No. 129; Change Order No. 4 – Final for a reduction of \$35,125.60 for District's portion of the project, a net addition to the City of \$199,926.42 for an increase in the scope of the project for a total contract value of \$1,196,064.42; seconded by Trustee Pollack; motion passed upon roll call as follows:

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

Trustee Pollack moved to approve Grit Building HVAC Replacement, CIP No. 1857; Professional Services Contract as presented by staff for a cost not to exceed \$21,620.00; seconded by Trustee Jones. After discussion, motion passed upon roll call as follows:

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

Trustee Pollack moved to authorize staff to proceed to obtain appraisals for the parcels in the Proposed Mulford Road Special Assessment and to conduct an informational meeting with the residents; seconded by Trustee Sweeney; motion passed upon roll call as follows:

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

Plant Operations Manager McFall presented plant projects updates. In the month of September, the co-generation facility and high strength waste facility produced 62.5% of the total electrical needs of District's campus, and 60% of our power requirement for the year. The

# 014008

new centrifuges reduce the water weight of the cake solids by 3%, equating approximately 2,152 tons of water a year, resulting in approximately \$32,000 annual savings for water that will not be hauled to the dump sites.

Supporting Services Manager Reader presented the Collection System Update. For the month of September, crews cleaned 109,883' of pipe (937,899' to date this year); 52,000', or 5%, remains to complete this year's cleaning. 39,607' sewer main was televised; 36 services were completed totaling 635'. Of the 36 services completed, 8 were emergencies. 22' of main was replaced and 3 main line point repairs were made. 228 manhole tickets were on the backlog list at the beginning of the month, 39 new tickets were written, 46 were completed, reducing the overall backlog list by 7, leaving a new total of 221. As mentioned last month, staff are looking at a new method for generating the manhole ticket list which may change the total count. It is staff's intent to complete this task by the end of January, 2018. Staff replaced or reconstructed 14 manholes, eliminated 1 manhole, replaced 3 castings and lids, and cleaned 27 manholes with medium to heavy roots or debris buildup. There were no mainline backups in September; this is the second month in a row. 27 restoration tickets were completed.

Business Manager Black stated for the month ending September 30, 2017, the Income Statement shows total revenue is 6% under budget month to date and about equal to budget year to date. O&M expenses are 3% under budget year to date. The Income Statement shows \$3,938,087 net operating income through September 30, 2017. The Statement of Cash Flows shows \$2,447,930 increase in cash for the 2017-2018 fiscal year. General Fund cash ended the month at \$24,708,040. District had 115 full time employee positions and 113 employees on staff.

Trustee Jones moved to amend the text specifying the years in Section 4 of Ordinances 17/18-M-03 and 17/18-M-04 from "2016" to "2017"; seconded by Trustee Sweeney; motion passed upon roll call as follows:

Ben Bernstein	Aye
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Trustee Pollack moved to approve an Ordinance Abating Ad Valorem Tax on \$5,000,000 (2007 Series), Ordinance No. 17/18-M-02; seconded by Trustee Jones; motion passed upon roll call as follows:

Ben Bernstein	Aye
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Trustee Pollack moved to approve an Ordinance Abating Ad Valorem Tax on \$10,000,000 (2008 Series), Ordinance No. 17/18-M-03; seconded by Trustee Jones; motion passed upon roll call as follows:

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

Trustee Pollack moved to approve an Ordinance Abating Ad Valorem Tax on \$6,000,000 (2009 Series), Ordinance No. 17/18-M-04; seconded by Trustee Jones; motion passed upon roll call as follows:

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

Trustee Pollack moved to approve an Ordinance Abating Ad Valorem Tax on \$9,000,000 (2010 Series), Ordinance No. 17/18-M-05; seconded by Trustee Jones; motion passed upon roll call as follows:

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

Trustee Pollack moved to approve an Ordinance Abating Ad Valorem Tax on 17,545,000 (2013 Series), Ordinance No. 17/18-M-06; seconded by Trustee Jones; motion passed upon roll call as follows:

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

Trustee Pollack moved to approve an Ordinance Abating Ad Valorem Tax on \$9,350,000 (2014 Series), Ordinance No. 17/18-M-07; seconded by Trustee Jones; motion passed upon roll call as follows:

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

**014010**

Trustee Pollack moved to approve an Ordinance Abating Ad Valorem Tax on \$9,140,000 (2017 Series), Ordinance No. 17/18-M-08; seconded by Trustee Jones; motion passed upon roll call as follows:

Ben Bernstein	Aye
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Trustee Jones moved to approve 2018 Health, Dental, and Life Insurance Renewals for an approximate 1.0% decrease in health insurance rates, 2% increase in dental insurance rates, and no change in life insurance rates; seconded by Trustee Pollack; motion passed upon roll call as follows:

Ben Bernstein	Aye
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Business Manager Black presented Local Government Wage Transparency Act information to the Board (Public Act 099-0646) requiring disclosure of certain payment information for retiring non-Union employees. The required information for the retiring Executive Services Coordinator was disclosed to the Board in compliance with the Act.

Business Manager Black stated based on information provided by District's financial advisor, staff recommends refunding the 2009 Series Bonds for an estimated savings of \$388,000.

Business Manager Black stated Alpine Bank is the District's main depository and has been great to work with, very competitive and very flexible; the bank has been bought out.

There being no other business to come before the meeting, Trustee Sweeney moved to adjourn; seconded by Trustee Pollack; meeting adjourned at 6:35 p.m.

  
Clerk