

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ROCK RIVER WATER RECLAMATION DISTRICT
JUNE 24, 2019**

President Massier called the Regular Meeting of the Board of Trustees of the Rock River Water Reclamation District to order at 5:25 p.m. and advised that the meeting was being recorded. The meeting was held 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

Trustee Ben Bernsten was absent.

*Trustee John Sweeney arrived at 5:30 p.m.

Staff present: Timothy S. Hanson, District Director; Christopher Baer, Engineering Manager; Julia Scott-Valdez, Chief Human Resource Officer; Chris Black, Business Manager; Jim Reader, Supporting Services Manager; Joseph Hanley, General Counsel; Greg Cassaro, Assistant Plant Manager; Mike Robertson, ITS Supervisor/CIO; and Susan Skinner, Executive Services Coordinator.

Also in attendance was Attorney Michael Iasparro, Hinshaw & Culbertson, LLP.

Trustee Pollack moved to approve the minutes of the Public Hearing and Regular Meeting of May 20, 2019, and the Special Meeting of June 4, 2019; seconded by Trustee Jones; motion passed upon roll call as follows:

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

General Counsel Hanley advised the Board that Attorney Michael Iasparro will be addressing the Board in closed session.

Trustee Pollack stated the Investment Report reflected \$31,899,502.64 total funds invested for the month of May, 2019, and earned interest in the amount of \$63,025.00. Report placed on file.

Trustee Pollack moved to approve Total General Fund Expenditures for the month of May, 2019, in the amount of \$3,052,095.71 seconded by Trustee Jones; motion passed upon roll call as follows:

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

Regarding Old Business, Engineering Manager Baer reported no changes to McDonald Creek Trunk South Branch (Machesney Park). Regarding W. State St. Reconstruction, Phase 2, the District met with City of Rockford. It is possible that there may not be a need for an Intergovernmental Agreement, as the City Water Department is considering a separate contract for their proposed work. More specific information should be communicated in the next few months.

Trustee Pollack moved to award a contract for Substation 3-6 Electrical Upgrades, CIP No. 2023, to the low responsive, responsible bidder, Special Power, Inc., at a cost of \$ 1,968,200.00; seconded by Trustee Jones; motion passed upon roll call as follows:

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

Trustee Pollack moved to award a contract to provide painting of aeration piping to the low responsive and responsible bidder, Pecover Decorating Service, at a cost of \$ 64,500.00; seconded by Trustee Sweeney; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye

Rick Pollack	Aye
John Sweeney	Aye

Trustee Pollack moved to award a contract for Purchasing Card service, to Illinois Bank & Trust, who proposed to provide services at no cost to the District; seconded by Trustee Sweeney; motion passed upon roll call as follows:

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

Trustee Pollack moved to approve a Cooperative Procurement Award for Multiple Vehicles and Equipment; seconded by Trustee Jones; motion passed upon roll call as follows:

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

Director Hanson introduced Greg Cassaro, Assistant Plant Manager, who is representing Plant Manager Larry McFall while he is out on a medical leave. Hanson then introduced the District's new Chief Human Resource Officer, Julia Scott-Valdez. Scott-Valdez gave a brief summary of her qualifications, background and philosophy as she begins her role leading the Human Resources Department. President Massier welcomed Scott-Valdez on behalf of the Board.

Trustee Pollack moved to approve the purchase and execution of the Contract for Purchase and Sale of 3025 Grant Park Blvd., along with a Delegation of Authority; seconded by Trustee Sweeney; motion passed upon roll call as follows:

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

General Counsel Hanley advised that the District submitted a request to the IEPA seeking certain amendments related to the District's NPDES (Draft) Permit requirements. Further discussion regarding the proposed amendments will be initiated in the upcoming weeks.

As the Board declined the need to discuss the subject in closed session, Trustee Pollack moved to approve Resolution 19/20-02, releasing select District closed meeting minutes; seconded by Trustee Sweeney; motion passed upon roll call as follows:

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

Hanley advised that the Southeast Trunk, South Branch Sewer Agreement would be discussed in closed session, as indicated on the agenda.

Hanley advised that the District will be setting up District e-mail addresses for Board members within the next month. Additionally, the District eventually plans to move to electronic documents for Board meetings. This update will not be executed immediately. Further discussion will take place at future Board meetings.

Chief Human Resource Officer Scott-Valdez advised that she is working with the District Director to establish Human Resource measurements to be communicated beginning with the July Board Meeting.

Trustee Jones moved to approve the following updated bonds and completed registration for the District's 2019-20 Plumber Registration for the time period of May 1-31, 2019:

<u>COMPANY</u>	<u>TYPE</u>	<u>BOND</u>	<u>Expiration</u>
Area Mechanical, Inc.	Contractor	RLI2130551	5/31/2020
Area Mechanical, Inc.	Public	RLI2123655	5/31/2020
Area Mechanical, Inc.	Private	RLI2123654	5/31/2020

Collins Sanitary, LLC	Public	2157190	5/31/2020
Collins Sanitary, LLC	Private	2022069	5/31/2020
Dale's Plumbing	Contractor	RSB0807842	5/31/2020
Dale's Plumbing	Private	RSB4081572	5/31/2020
Dee's Plumbing & Construction	Public	8333740	5/31/2020
Dee's Plumbing & Construction	Private	8333719	5/31/2020
Evergreen Irrigation, Inc.	Public	2278492	5/31/2020
Evergreen Irrigation, Inc.	Private	2288007	5/31/2020
Ewing-Doherty Mechanical, Inc.	Private	8212145	5/31/2020
Five Star Plumbing	Contractor	63608270	5/31/2020
Five Star Plumbing	Public	63608300	5/31/2020
Five Star Plumbing	Private	63608289	5/31/2020
LH Plumbing LLC	Private	RSB4129230	5/31/2020
Mechanical Inc.	Contractor	LPM9268647	5/31/2020
Mechanical Inc.	Public	LPM08779787	5/31/2020
Mechanical Inc.	Private	LPM08779788	5/31/2020
Miller Engineering Co.	Public	25390610	5/31/2020
Miller Engineering Co.	Private	25390611	5/31/2020
Nelson Carlson Mechanical	Contractor	25582291	5/31/2020
Nelson Carlson Mechanical	Public	25390617	5/31/2020
Nelson Carlson Mechanical	Private	253906616	5/31/2020
N-Trak Group LLC	Contractor	354026890	5/31/2020
Packard Excavating	Contractor	7900646996	5/31/2020
Rockford Septic System Co	Private	0507494	5/31/2020
Sjostrom & Sons, Inc.	Contractor	71403911	5/31/2020
Stenstrom Excavation & Blacktop	Contractor	104482884	5/31/2020
Total Plumbing Ltd.	Contractor	GRIL26757B	5/31/2020
Total Plumbing Ltd.	Private	GRIL26758B	5/31/2020
Wayne Seymour Plumbing	Private	RSB4059942	5/31/2020
Williams Brothers Plumbing	Public	50701620	5/31/2020
Williams Brothers Plumbing	Private	69905867	5/31/2020

seconded by Trustee Pollack; motion passed upon roll call as follows:

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

Trustee Pollack moved to approve an easement vacation for PMAT Machesney Park, LLC, PIN No. 08-20; seconded by Trustee Sweeney; motion passed upon roll call as follows:

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

Trustee Jones moved to approve Change Order No. 2 (Final), Clarifier Railings (Primary Tanks 1-4, Parshall Flume), Capital Project No. 1706, Contractor: Civil Constructors, Inc.; seconded by Trustee Pollack; motion passed upon roll call as follows:

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

Trustee Pollack moved to approve Change Order No. 1 (Final), 2018-19 Service Lateral Lining, Capital Project No. 1933, Contractor: Performance Pipelining, Inc.; seconded by Trustee Sweeney; motion passed upon roll call as follows:

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

Trustee Pollack moved to approve Change Order No. 1, Plant Concrete Repairs 2019, Chlorine Contract Tank Sidewalk and Plant Drainage Improvements, Capital Project No. 1950, Stenstrom Excavation & Blacktop Group; seconded by Trustee Sweeney; motion passed upon roll call as follows:

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

Trustee Jones moved to approve Professional Services Contract, Cherry Valley Lift Station Pump Replacement Project, Amendment, Structural and Electrical System Analysis and Design, Capital Project No. 1911, Applied Technologies, Inc., for an amount not to exceed \$ 24,250.00; seconded by Trustee Sweeney; motion passed upon roll call as follows:

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

Assistant Plant Manager Cassaro provided a status report indicating that monthly average flows for the month (51.4 MGD) are abnormally high due to river elevation. As the summer progresses, the river should recede, and flows should return to a normal influent average. Cassaro also reported positive results regarding the Digester No. 3 Cleaning Project and that the Plant Operations staff has maintained a 95% Planned vs. Unplanned Work Order History over the last quarter.

Supporting Services Manager Reader provided status of activity regarding sewer main line cleaning, televising crews, pipe replacement, manhole ticket backlog breakdown and manhole restoration for the month of May.

Business Manager Black reminded that, as the fiscal year is only at one-month completion, based on the billing cycle, revenue numbers may appear unusual. As of the end of May, 2019, reported total user-fee revenue is 22.0% under budget YTD. O&M expenses are 3.9% over budget YTD; Net Operating income shows \$360k net operating loss, and cash flow for the year is \$1.8M. The General Fund ended the month at \$32.6M. Total number of authorized full-time positions is 117; 114 were filled as of the end of May. Two of these positions have now been filled. The remaining vacant position is for a Treatment Plant Operator.

Black also advised the Board to expect a bond refunding for the 2009 Series in August.

Trustee Pollack moved to suspend regular meeting for Meeting of Committee of Local Improvements and Closed Session to discuss purchase or lease of real property (5 ILCS 120/2(c)(5)); and pending litigation; seconded by Trustee Sweeney; motion passed upon roll call as follows:

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

Regular session reconvened at 7:20 p.m.

President Massier stated that no votes had been taken during Closed Session.


Trustee Pollack moved to approve Resolution 19/20-03, Extension of Rockford Southeast Trunk Sewer, South Branch, and Authorization of District Authorized Representative to Sign Necessary Documents to Effectuate Project and related Advanced Disposal and Gensler Gardens Easements; seconded by Trustee Jones; motion passed upon roll call as follows:

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

Trustee Jones moved to adjourn the Regular Meeting; seconded by Trustee Pollack; motion passed upon roll call as follows:

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

The Regular Meeting adjourned at 7:25 p.m.


Clerk