

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ROCK RIVER WATER RECLAMATION DISTRICT
MONDAY, JULY 23, 2018**

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; Christopher Baer, Engineering Manager; Larry McFall, Plant Operations Manager; Jim Reader, Supporting Services Manager; Michael Robertson, ITS Supervisor; Susan Skinner, Executive Services Coordinator. Also present was Attorney Devin Noble, Partner, Hinshaw & Culbertson, LLP.

Chris Black, Business Manager, and Joseph Hanley, General Counsel, were absent.

President Massier stated that the meeting was being recorded. He then complimented staff on the progress of Spring Creek Road near Anderson Gardens.

Trustee Pollack moved to approve the minutes of the Regular Meeting of June 25, 2018; seconded by Trustee Sweeney; motion passed upon roll call as follows:

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

Trustee Pollack stated the Investment Report reflected \$27,339,795.47 total funds invested for the month of June, 2018, and earned interest in the amount of \$35,518.98. Report placed on file.

Trustee Sweeney moved to approve Total General Fund Expenditures for the month of June, 2018 in the amount of \$4,967,292.02; seconded by Trustee Jones; motion passed upon roll call as follows:

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

No Disconnect Hearings.

Regarding Old Business, Engineering Manager Baer reported no changes to McDonald Creek Trunk South Branch (Machesney Park) or W. State St. Reconstruction, Phase 2.

Trustee Jones moved to award contract for Milford Avenue/IL251 Sanitary Sewer Reroute, Capital Project No. 1935, to the low, responsive, responsible bidder, Stenstrom Excavation and Blacktop Group, for the sum of \$121,292.90; 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 Jones moved to award contract for RAS Pump Replacement, Pilot Project (RSP-5 & RSP-6), Capital Project No. 1859, to the apparent low, responsive, responsible bidder, Sjostrom & Sons, Inc., at a cost of \$183,807.00; 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

Director Hanson shared a note of gratitude to the Board from the employee who was granted single health and dental coverage at the employee contribution rate July through October 2018. As referenced in the June 2018 Board Meeting Minutes, Employee Policy Handbook, Section 20, 2. E – Other Requests for Continued Coverage, the Board may approve an employee request for the District to continue offering group insurance benefits to him at the employee contribution rate when he otherwise would not be eligible to do so.

Hanson confirmed that, with Board approval, Board Policy 14 gen7 will be updated to include a dedicated vehicle for the Assistant Plant Operations Manager. Trustee Sweeney moved to approve the update; 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

Hanson announced the upcoming retirement of Barb Lemoine on August 31, 2018, after 30 years of service. A reception will be held in her honor on August 31, at 2 p.m., at the Graceffa Administration Building.

Engineering Manager Baer advised the following plumbing contractors updated their bonds and completed required registration between June 1-30, 2018:

	COMPANY	TYPE	BOND	EXP.
1.	Aria Plumbing LLC	Public	328521141	5/31/2019
2.	Aria Plumbing LLC	Private	328521137	5/31/2019
3.	Automatic Fire Systems, Inc.	Private	LSM0803892	5/31/2019
4.	Boomer Plumbiug, Inc.	Private	929584553	5/31/2019
5.	Centurion Plumbing Company	Private	63672678	5/31/2019
6.	Collins Sanitary, LLC	Public	2157190	5/31/2019
7.	Collins Sanitary, LLC	Private	2022069	5/31/2019
8.	Evergreen Irrigation, Inc	Public	2278492	5/31/2019
9.	Evrgreen Irrigation, Inc	Private	2288007	5/31/2019
10.	Freed Plumbing	Private	RLI0630523	5/31/2019
11.	Infinity Plumbing, Inc.	Private	63074955	5/31/2019
12.	Lungo's Plumbing	Public	BLCA761273	5/31/2019
13.	Lungo's Plumbing	Private	BLC!841480	5/31/2019
14.	Spain Construction Inc.	Contractor	61698249	5/31/2019

Trustee Pollack moved to approve the registrations proposed on the Plumbers Bond Report; 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

Baer reported no easements or annexations for this month.

Trustee Pollack moved to approve Change Order No. 1 (at no cost to the District) for Fuller Creek Phase F – Soper Street Forcemain, CP 1153, IEPA L17-5306, Village of Winnebago Water Main Improvements & Westfield Culvert Replacement (Contractor: Fischer Excavating, Inc.); 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 Emergency Sewer Repair at 4704 N. Rockton Ave., Final Quantities, Change Order No. 1 – Final, (2017-18 Sanitary Sewer Lining, Contract B, L17-5477, CIP 1855) – Contractor: N-Trak Group, LLC; 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 continuation of a project to install sewer in an area near Mulford Road and begin the statutory process necessary for Special Assessment.; 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

(Special Assessment will be addressed at Meeting of Committee of Local Improvements following Regular Board Meeting.)

Engineering Manager Baer provided an update to the Gravity Belt Thickener Expansion Project; CIP No. 1610. Staff is currently working through issues with the manufacturer. Expectation is that unit will be operational by the middle part of next month. Final completion is anticipated near the end of September.

Plant Operations Manager McFall provided an update regarding sanitary sewer overflows due to extremely wet weather at the end of June. Once June data was collected, it was confirmed that there were no quality excursions to either plant.

Supporting Services Manager Reader provided status of activity regarding sewer main line cleaning, televising crews, pipe replacement, manhole ticket backlog breakdown and manhole restoration. Twenty-one restoration tickets were completed in June, and there were five main line back-ups (two were rain-related) for the month.

Representing Business Manager Black, ITS Supervisor, Mike Robertson, reported user revenue fee was 5% over budget MTD and 5% under budget YTD in overall revenues. Total revenue is 7% over budget MTD and 1 % under budget YTD. Operating expenses were 8% over budget YTD, and income statement reflects \$1,638,046 in net operating income for June, 2018. Cash increased \$2,462,839 for the 2018-19 fiscal year. General fund cash total at the end of the month was \$24,736,439. Total number of authorized full-time positions is 116; 112 filled as of June 30. Vacant positions on June 30 were an Assistant Plant Operations Manager, two Treatment Plant Operators and one Utility Technician.

Robertson announced that a new report is now included in the monthly data which provides information on general fund revenue and expenses. The revenue is categorized by three major sources, interest, and all other revenues. Expenses are summarized by department. Actual expense numbers include financial obligations entered into through purchase orders and pre-paid expenses, such as property and casualty insurance premiums and fuel.

Trustee Pollack moved to approve an Intergovernmental Agreement between the District and the City of Loves Park, Illinois, regarding the purchase, installation and utilization of electronic reading technology “heads” (“ERT units”) for new water meters in the City of Loves Park; 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

Upon reviewing cost expenditures, Trustee Bernsten inquired if consideration had been given to owning traffic signs as opposed to renting. President Massier replied, and staff confirmed, that the subject had been reviewed in the past, and liability risk is the reason for continuing to rent vs. own.

Trustee Pollack moved to adjourn Regular Meeting; 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

The Regular Meeting of the Board of Trustees adjourned at 5:45 p.m.



Clerk