

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ROCK RIVER WATER RECLAMATION DISTRICT
NOVEMBER 18, 2019**

Massier called the Regular Meeting of the Board of Trustees of the Rock River Water Reclamation District to order at 5:15 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
Ben Bernsten	Trustee

Staff present: Timothy S. Hanson, Executive Director; Christopher Baer, Director of Engineering; Julia Scott-Valdez, Director of Human Resources; Chris Black, Director of Finance; Joseph Hanley, Legal Director; Jim Reader, Director of Collection Systems; Larry McFall, Director of Plant Operations; Greg Cassaro, Assistant Director of Plant Operations; Mike Robertson, CIO, and Susan Skinner, Executive Services Coordinator.

Pollack moved to approve the minutes of the Regular Meeting and Closed Meeting of October 28, 2019; seconded by Sweeney; motion passed upon roll call as follows:

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

Pollack stated the Investment Report reflected \$38,207,172.82 total funds invested for the month of October, 2019, and earned interest in the amount of \$65,146.59. Total Fund Balances are \$45,750,789.82, and Investment Account Total is \$45,750,789.82. Report placed on file.

Pollack moved to approve Total General Fund Expenditures for the month of October, 2019, in the amount of \$3,425,157.45, and Total Special Assessments at \$110,680.65; seconded by Sweeney; motion passed upon roll call as follows:

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

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

Sweeney moved to award a contract for an Information Technology Staffing Analysis to the low responsive, responsible bidder, ClientFirst Technology Consulting, at a cost of \$24,960.00; seconded by Pollack; motion passed upon roll call as follows:

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

Hanson reminded that the December, 2019, Board Meeting will be held at 10 a.m. on December 20. The Meeting will be followed by the District's Holiday Luncheon beginning at noon.

Hanley presented a draft amendment to the District's By-Laws as affected by the recent update to the Executive Director's title and additional changes. Due to a 30-day waiting period, no vote was taken. Hanley invited any additional changes for consideration and discussion at the December Board Meeting. A vote will be taken at the January, 2020, meeting.

Hanley advised the Board that the Option Agreement with Samsung has been terminated. Samsung advised the District via letter in September, 2019.

Hanley requested that each Board member complete Open Meeting Act training online and forward completion certificates so that proof of compliance is in place.

Scott-Valdez provided an update regarding HR Department initiatives, achievements for the previous month, and future plans, including employment, system improvements, organizational development, benefits and branding.

Sweeney moved to approve Resolution 19/20-10, Amendments to District Drug and Alcohol Policy; seconded by Pollack; motion passed upon roll call as follows:

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

Pollack moved to approve Plumber bonds and registrations from October 1-31, 2019:

	<u>Company</u>	<u>Type</u>	<u>Bond</u>	<u>Expiration</u>
1.	N-Trak Group, LLC	Private	354026890	5/31/2020
2.	M. Robinson Plumbing	Private	BD7900692857	5/31/2020

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

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

Pollack moved to approve Change Order No. 2, VFD Procurement for Cherry Valley Lift Station Pump Replacement, Capital Project No. 1911, Gasvoda & Associates, Inc.; seconded by Sweeney; motion passed upon roll call as follows:

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

Jones moved to approve Change Order No. 1 – Final, 2019-20 Collection Systems Repairs, Capital Project No. 2034, IEPA L17-5658, N-Trak Group, LLC; seconded by Sweeney; motion passed upon roll call as follows:

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

Pollack moved to approve Change Order No. 1, North Second Street Sanitary Sewer Extension – 13000 Block, Special Assessment No. 133; seconded by Sweeney; motion passed upon roll call as follows:

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

McFall advised the Board that he, along with Hanson and Cassaro, attended a NARP Workshop in Joliet, Illinois. The purpose of attending was to review new ideas and nuances and how others are working with the situation. One major takeaway is that the overall desire to make this a holistic, watershed effort.

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 month of October, 2019.

Black reported that, as of the end of October, 2019, total revenue is 1.1% below budget YTD, O&M expenses are 0.6% below budget YTD; operating income reflects \$5.2M, and the Statement of Cash Flows shows an increase of \$6.9M. The General Fund ended the month at \$37.8M.

Sweeney moved to approve Ordinances 19/20-M-2 through 6, Property Tax Abatement; seconded by Jones; motion passed upon roll call as follows:

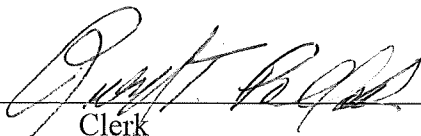
Ben Bernsten	Aye
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Sweeney moved to approve Ordinance 19/20-B-01, Chlorination and Corporate Tax Levy; seconded by Pollack; motion passed upon roll call as follows:

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

At 5:50 p.m., Sweeney moved to adjourn the regular meeting; seconded by Bernsten; motion passed upon roll call as follows:

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


Clerk