

**MINUTES OF REGULAR MEETING & PUBLIC HEARING  
BOARD OF TRUSTEES  
FOUR RIVERS SANITATION AUTHORITY  
(formerly Rock River Water Reclamation District)  
FEBRUARY 28, 2022  
5:15 P.M.**

The Four Rivers Sanitation Authority (FRSA) Board of Trustees and staff met in-person at Four Rivers Sanitation Authority, 3501 Kishwaukee Street.

Members of the public were invited to participate in-person or listen via GoToMeeting by dialing (646) 749-3122 or toll-free (877) 309-2073; access code: 712 457 837, and to address the Board during the Public Participation section. Due to technical difficulties, the published phone number and access code were replaced by (571) 317-3122; Access code: 292 849 373. A representative from FRSA was available to answer the originally published number and re-route any callers to the revised phone number. No members of the public joined the meeting.

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
TBD*	Vice President*
Ben Bernsten	Clerk/Treasurer
Don Massier	Trustee
Elmer Jones	Trustee

\*Former Vice President John Sweeney is no longer on the FRSA Board of Trustees. New Trustee has not yet been named. John Sweeney did attend a portion of this meeting.

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; Greg Cassaro, Director, Plant Operations; Jim Reader, Director of Collection Systems (joined via phone); Ashley Bernard, Assistant Director, Plant Operations/Customer Service; Lisa Mittel, Finance Manager; Kwame Calvin, Assistant Director of Internal Services; Susan Skinner, Executive Services Coordinator; and Melinda Roach, Procurement Coordinator.

Massier moved to approve the minutes of the Regular Meeting of January 24, 2022; seconded by Jones motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye

Don Massier

Aye

During the Public Participation portion, a Public Hearing was held for discussion and questions regarding Ordinance 21 22 B 03, a FINAL Combined Annual Budget and Appropriations Ordinance for the Fiscal Year Beginning May 1, 2022, and ending April 30, 2023. No members of the public joined the meeting for the Hearing.

Under the President's report, Pollack read John Sweeney's letter of resignation. Both Pollack and Hanson congratulated Sweeney on his appointment to the Winnebago County Board and offered gratitude to Sweeney for his service on the FRSA Board of Trustees. Sweeney expressed that it has been his honor to have served on the FRSA Board of Trustees and that it is a well-run professional organization. Those present applauded Sweeney and wished him well, Sweeney then departed the meeting.

Bernsten stated the Investment Report reflects \$ 45,565,449.03 total funds invested for the month of January 2022, and earned interest in the amount of \$6,358.64. Total Investments are \$ 53,967,707.12. Report placed on file.

Bernsten moved to approve Total General Fund Expenditures for the month of January 2022, in the amount of \$ 3,810,488.57; with Total Special Assessments at \$ 0; seconded by Massier; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye

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

Massier moved to approve Bid #21-214 Cogeneration Engines 1 & 3 Complete Overhaul Parts & Labor Change Order No. 2; seconded by Jones; motion passed upon roll call vote as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye

Bernsten moved to approve Preorder & Purchase of FY23 Collection System Building Furniture; Capital Project No. 2309; seconded by Jones; motion passed upon roll call vote as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye

Hanson expressed his gratitude to the directors and staff, in particular the Human Resources Department, for the FRSA 90<sup>th</sup> Anniversary celebration activities. Of particular note was the generosity of FRSA employees in donating 1,724 lbs. of food for the local food pantry.

Hanson advised that he would be out of the office the remainder of the week but would be available anytime via phone and e-mail.

Massier moved to approve Ordinance 21 22 O 26 Update to FRSA Code of Ordinances: Automatic Meter Reading Installation Requirements; seconded by Bernsten; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye

Massier moved to approve 21-215 VoIP Telecommunications System Replacement; seconded by Jones; motion passed upon roll call vote as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye

Calvin presented the Information Technology Monthly Report as of February 2022.

Scott-Valdez provided an update regarding Human Resources Department initiatives and achievements for the previous month and future.

Scott-Valdez announced that new employee Nikelle Synove has joined FRSA as an Engineering Construction Technician II.

Massier moved to approve FINAL Budget Ordinance FY23 21 22 B 03; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye

Mittel presented the Finance Management Report, advising that, for the period ending January 31, 2022, Total Revenue is 3.9% over budget YTD; User Fee Revenue is 1.8% below budget YTD; Operations & Maintenance Departmental Expenses are 8.8% under budget YTD for the nine-month period; Capital Project Expenditures for January totaled approximately \$ 373,000; Operating Income reflects a gain of \$ 11.5M; the Statement of Cash Flow reflects an increase of \$7,075,187 for the fiscal year; and the General Fund Cash ended the month of January at \$47.1M.

Baer advised that there were no updated plumbing contractor bonds or completed registrations during the previous month.

Massier moved to approve Ordinance No. 21 22 M 22 Water Pollution Control Loan Program Ordinance Authorizing Loan Agreement Non-Home Rule Entity and Resolution 21 22 23 For Authorization to Borrow Funds from the Water Pollution Control Revolving Loan Fund; seconded by Bernsten; motion passed upon roll call as follows:

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

Massier moved to approve Professional Services Contract Amendment No. 1; Aerobic Granular Sludge – Phase 1; CIP No. 2207; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye

Massier moved to approve Intergovernmental Agreement, City of Rockford; Logistics Parkway Construction (Milford Ave. to Samuelson Road); seconded by Bernsten; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye

Massier moved to approve Intergovernmental Agreement, City of Loves Park; River Lane Phase 2 Roadway Improvements (Walker Ave. to Forest Hills Rd.); seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye

Massier moved to approve Accelerated Project Schedules; Sanitary Sewer Lining, CIP No. 2337; Collection System Repairs, CIP No. 2354; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye

Baer advised that Engineering Report data for the month is included in the Board packet.

Cassaro presented the Plant Operations Monthly Management Report, Monthly Snapshot and Trend Report for the previous month. No Board action required.


Cassaro advised that minutes of the February 9, 2022, Watershed Group Meeting are included in the Board packet.

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. Reader also presented the Collection Systems Monthly Management Report.

As no Closed Session was necessary, Massier moved to adjourn the Regular Meeting and move into the Meeting of the Committee of Local Improvements; seconded by Jones; motion passed upon roll call as follows:

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

The Regular Meeting of the Board of Trustees adjourned at 6:20 p.m.

  
Clerk