

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
FOUR RIVERS SANITATION AUTHORITY
(formerly Rock River Water Reclamation District)
MARCH 28, 2022
5:20 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 (669) 224-3412 or toll-free (877) 309-2073; access code: 126 257 269, and to address the Board during the Public Participation section. No members of the public joined the meeting.

***ON MARCH 28, 2022, THE MEETING BEGAN WITH THE FRSA COMMITTEE OF LOCAL IMPROVEMENTS FOLLOWED BY THE REGULAR MEETING OF THE FRSA BOARD OF TRUSTEES.**

Pollack called the Regular Meeting of the Board of Trustees to order at 5:20 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.

Staff present: Timothy S. Hanson, Executive Director; Christopher Baer, Director of Engineering; Julia Scott-Valdez, Director of Management Services (joined via phone); Ed Fitzgerald, General Counsel/Director, Internal Services; Greg Cassaro, Director, Plant Operations; Jim Reader, Director of Collection Systems; 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 February 28, 2022; 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 sanitary sewer disconnect at three properties following Show Cause hearing of March 15, 2022; 301 Atwood Ave., 6935 Remembrance Dr., and 603 Garver Ave.; seconded by Jones; motion passed upon roll call as follows:

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

Bernsten stated the Investment Report reflects \$ 45,522,029.02 total funds invested for the month of February 2022, and earned interest in the amount of \$6,833.26. Total Investments are \$ 55,593,669.74. Report placed on file.

Bernsten moved to approve Total General Fund Expenditures for the month of February 2022, in the amount of \$ 3,696,688.86; with Total Special Assessments at \$834.87; 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 sole source purchase of additional gas compressor; seconded by Bernsten; motion passed upon roll call vote as follows:

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

Massier moved to approve Bid #22-204 Manhole Frames & Lids; seconded by Bernsten; motion passed upon roll call vote as follows:

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

Jones moved to approve Bid #22-205 Automatic BOD Analysis System; seconded by Massier; motion passed upon roll call vote as follows:

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

Massier moved to approve cooperative procurement award for purchase of a John Deere 85G FT4 Excavator; seconded by Jones; motion passed upon roll call vote as follows:

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

Massier moved to approve Meander Drive Special Assessment 136; seconded by Bernsten; motion passed upon roll call vote as follows:

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

Massier moved to approve 2022-23 Sanitary Sewer System Lining CIP 2337; seconded by Jones; motion passed upon roll call vote as follows:

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

Hanson reported the success of the RIPC recommended presentation to Chamber of Commerce Leadership Group, in which Michael Montana participates. The presentation was held on March 18, 2022, and included a plant tour. Chris Baer and Greg Cassaro were thanked for their presentations and tour, and the Human Resources Department, Susan Skinner, Warren Adam, and David Daughenbaugh were thanked for their help in coordinating the event.

Hanson reported the success of the Four Rivers Sanitation Authority's participation in the St. Patrick's Day Parade, and thanked Jim Reader and his team for representing the FRSA with a festively decorated Vactor and dump truck.

Massier moved to approve IGA North Park and Four Rivers Water Shutoff; seconded by Bernsten; motion passed upon roll call vote as follows:

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

Massier moved to approve Indemnification Agreement with Rocky Glen LLC; seconded by Jones; motion passed upon roll call vote as follows:

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

Massier moved to approve purchase and delegation of authority of 434 Barry Road property; seconded by Jones; motion passed upon roll call vote as follows:

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

Massier moved to approve purchase and delegation of authority of 3227 Kishwaukee Street property; 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 March 2022.

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

Mittel presented the Finance Management Report, advising that, for the period ending February 28, 2022, Total Revenue is 3.5% over budget YTD; User Fee Revenue is 1.5% below budget YTD; Operations & Maintenance Departmental Expenses are 10.2% under budget YTD for the ten-month period; Capital Project Expenditures for February totaled approximately \$718,815; Operating Income reflects a gain of \$12.0M; the Statement of Cash Flow reflects an increase of \$7,872,352 for the fiscal year; and the General Fund Cash ended the month of February at \$47.8M.

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

Massier moved to approve Effluent Diffuser Improvements; CIP No. 1763 Change Order No. 1; seconded by Jones; motion passed upon roll call vote as follows:

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

Massier moved to approve IGA City of Rockford, 15th Avenue Repair (Nelson Blvd. to Kishwaukee St.); 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 March 9, 2022, Watershed Group Meeting are included in the Board packet.


Bernard provided status reports on activity for Customer Service, Industrial Waste Surveillance and the Lab for the previous month.

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; seconded by Bernsten; motion passed upon roll call vote as follows:

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

The Regular Meeting of the Board of Trustees adjourned at 6:15 p.m.


Clerk