

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
FOUR RIVERS SANITATION AUTHORITY
(formerly Rock River Water Reclamation District)
APRIL 25, 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 (786) 535-3211 or toll-free (877) 309-2073; access code: 613-208-957, and to address the Board during the Public Participation section. 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.

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; 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 March 28, 2022; 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 \$ 47,166,016.41 total funds invested for the month of March 2022, and earned interest in the amount of \$10,606.65. Total Investments are \$ 57,753,630.05. Report placed on file.

Bernsten moved to approve Total General Fund Expenditures for the month of March 2022, in the amount of \$2,589,055.04; with Total Special Assessments at \$0.00; 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 Hot Mix Asphalt Patching FY 2023; 70-713500; 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 Old Main Pump Window Replacement CIP 2022; 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 re-bid of Collection Systems Operations Facility Steel Package; CIP 2217; seconded by Jones; motion passed upon roll call vote as follows:

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

Jones moved to approve 2022-23 Collection System Repairs CIP 2354; seconded by Massier; motion passed upon roll call vote as follows:

Ben Bernsten	Aye
Elmer Jones	Aye

Rick Pollack	Aye
Don Massier	Aye

Hanson reported that the installation of new facility signage with the FRSA logo and address at 3501 and 3333 Kishwaukee Street will be finished. The signs are constructed of redwood with three to four coats of shellac. A stone monument style sign installation will also be completed.

Massier moved to approve Purchase & Delegation of Authority for 616 Barry Road; 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 April, 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 Jamie McIntyre has joined FRSA as a Treatment Plant Operator.

Massier moved to approve Casualty and Worker's Compensation Insurance Renewal; 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 FRSA Hardship Policy; 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 FRSA Loan Repayment Proposal: apply one-time additional Illinois Personal Property Replacement Tax revenue of \$3.1 million to pay down Loan Program 1; seconded by Jones; motion passed upon roll call vote 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 March 31, 2022, Total Revenue is 3.3% over budget YTD; User Fee Revenue is 2.8% below budget YTD; Operations & Maintenance Departmental Expenses are 10.8% under budget YTD for the eleven-month period; Capital Project Expenditures for March totaled approximately \$455,954; Operating Income reflects a gain of \$12.5M; the Statement of Cash Flow reflects an increase of \$11,097,734 for the fiscal year; and the General Fund Cash ended the month of March at \$51.0M.

Massier moved to approve the following updated plumbing contractor bonds and completed registrations for the period of March 1-31, 2022

<u>COMPANY</u>	<u>BOND TYPE</u>	<u>BOND NO.</u>	<u>EXPIRATION</u>
Dependable Plumbing, Inc.	PV	LSM1589304	5/31/2022
Collins Plumbing Services, LLC	PV	2022069	5/31/2022
Automatic Fire Systems, Inc.	PV	LSM0803892	5/31/2022

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 Easement PIN 11-12-101-037 & 038; N. Main LLC and Easement PIN 11-30-101-001; AG Feed Services, 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 IGA Construction Contract Award, City of Loves Park; River Lane Phase 2 Roadway Improvements; seconded by Jones; motion passed upon roll call vote 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 April 13, 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 6:10 p.m.


Clerk