

**MINUTES OF REGULAR MEETING  
BOARD OF TRUSTEES  
FOUR RIVERS SANITATION AUTHORITY  
(formerly Rock River Water Reclamation District)  
JUNE 27, 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 (872) 240-3212 or toll-free (877) 309-2073; access code: 379 912 957, 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 5:16 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
Ginger Haas	Trustee

\*Former Vice President John Sweeney is no longer on the FRSA Board of Trustees. A new Trustee has been appointed, but a Vice President has not yet been elected.

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, Assistant Director of Management Services; Kwame Calvin, Assistant Director of Internal Services; Susan Skinner, Executive Services Coordinator; and Melinda Roach, Purchasing & Administration Support Specialist.

Massier moved to approve the minutes of the Regular Meeting of May 23, 2022; seconded by Bernsten; motion passed upon roll call as follows:

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

Massier moved to approve election of Officers of the Board of Trustees and appointments of the Assistant Clerk, Hearing Officer and Committee of Local Improvements as follows:

Elections (Board of Trustees):

President:	Rick Pollack
Vice President:	Ben Bernsten
Clerk/Treasurer:	Ginger Haas

Appointments (Board of Trustees):

Assistant Clerk:	Tim Hanson
Hearing Officer:	Rick Pollack
Board Commissioner:	Mark Crosby

Appointments (Committee of Local Improvements):

a. Members:	Same as Board of Trustees
b. President:	Rick Pollack
c. Vice President:	Ben Bernsten
d. Secretary:	Ginger Haas
e. Collector:	Tim Hanson

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

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

Massier moved to approve Resolution 22 23 01 Election of Four Rivers Sanitation Authority Board of Trustees & Committee of Local Improvements; seconded by Jones; motion passed upon roll call as follows:

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

Bernsten stated the Investment Report reflects \$49,341,703.04 total funds invested for the month of May 2022 and earned interest in the amount of \$22,644.51. Total Cash and Investments are \$60,576,188.14. Report placed on file.

Bernsten moved to approve Total General Fund Expenditures for the month of May 2022, in the amount of \$2,958,395.11; with Total Special Assessments at \$164,533.84; seconded by Massier; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye
Ginger Haas	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 cooperative purchase of a VacCon Recycler from EJ Equipment; seconded by Jones; motion passed upon roll call as follows:

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

Massier moved to approve sole source/emergency purchase order for Rotodiff repair issued to Centrisys Corporation; seconded by Bernsten; motion passed upon roll call as follows:

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

Hanson congratulated Lisa Mittel, Julia Scott-Valdez, and the FRSA Finance Department. Their annual comprehensive financial report for the fiscal year ended April 30, 2022 qualified for the Government Financial Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Hanson reported City of Belvidere, IL Mayor Clinton Morris began discussion with R1PC regarding the need for sewer for development of the Irene Road area. The issue has been raised and tabled over the years. FRSA is the only agency able to handle the capacity needed to develop the area. A plan will be considered depending on needs in the region once Belvidere is ready. Businesses are also interested in developing in Cherry Valley, where property has been pre-annexed. FRSA would participate in these developments up to the Winnebago County line.

Hanson reported Blink, the electric vehicle charging station provider with R1PC, informed of a state grant to pay for electric vehicle charging stations. With FRSA's proximity to Bypass 20, it would be first on the list to receive stations. The funds would be used by Blink to supply level III stations which provide the fastest charging. The stations, installation and maintenance would be

paid for entirely by Blink. Adding public vehicle charging stations will allow FRSA to gain experience that will be helpful when adding future stations at the Authority’s new Maintenance Building. Electric vehicle charging stations located at the Authority will reinforce its environmentally responsible focus.

Massier moved to approve Purchase and Delegation of Authority for 318 Kennon Road; seconded by Jones; motion passed upon roll call as follows:

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

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

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

Massier moved to approve Property & Cyber Liability Insurance renewals with ICRMT; seconded by Jones; motion passed upon roll call as follows:

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

Mittel presented the Finance Management Report, advising that, for the period ending May 31, 2022, Total Revenue is 27.2% over budget YTD; User Fee Revenue is at budget YTD; Operations & Maintenance Departmental Expenses are 12.0% under budget YTD for the twelve-month period; Capital Project Expenditures for May totaled approximately \$1.7 million; Operating Income reflects a gain of \$761,992; the Statement of Cash Flow reflects an increase of \$2,401,812 for the fiscal year; and the General Fund Cash ended the month of April at \$53.5M.

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

<u>COMPANY</u>	<u>BOND TYPE</u>	<u>BOND NO.</u>	<u>EXPIRATION</u>
Evergreen Irrigation	PV	2288007	5/31/2022

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

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye

Don Massier Aye  
Ginger Haas Aye

Bernsten moved to approve 2022 – 2023 Collection System Repairs; CIP No. 2354; Change Order No. 1; seconded by Massier; motion passed upon roll call vote as follows:

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

Massier moved to approve 15<sup>th</sup> Avenue IGA Contract Award Concurrence; CIP No. 2324 and transfer of funds from Logistics Parkway CIP No. 2140; seconded by Jones; motion passed upon roll call vote as follows:

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

Massier moved to approve Logistics Parkway IGA Contract Award Concurrence; CIP No. 2140 and Buckbee Creek IGA Contract Award Concurrence; CIP No. 2281 for not to exceed budgeted amounts; seconded by Jones; motion passed upon roll call vote as follows:

Ben Bernsten Aye  
Elmer Jones Aye  
Rick Pollack Aye  
Don Massier Aye  
Ginger Haas 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 June 8, 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
Ginger Haas	Aye

The Regular Meeting of the Board of Trustees adjourned at 6:23 p.m.

Clerk

A handwritten signature in black ink, appearing to be "D. Jones", with a long horizontal line extending to the right.