

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
FOUR RIVERS SANITATION AUTHORITY
(formerly Rock River Water Reclamation District)
JULY 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 (669) 224-3412 or toll-free (877) 309-2073; access code: 512-205-125, 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 5:17 p.m. and advised that the meeting was being recorded.

The following Trustees were present:

Rick Pollack	President
Ben Bernsten	Vice President
Ginger Haas	Clerk/Treasurer
Don Massier	Trustee
Elmer Jones	Trustee

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; Susan Skinner, Executive Services Coordinator; and Melinda Roach, Purchasing & Administration Support Specialist.

Massier moved to approve the minutes of the Regular Meeting of June 27, 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

Haas stated the Investment Report reflects \$52,807,175.48 total funds invested for the month of June 2022 and earned interest in the amount of \$30,539.31. Total Cash and Investments are \$64,190,314.31. Report placed on file.

Haas moved to approve Total General Fund Expenditures for the month of June 2022, in the amount of \$4,561,712.50; with Total Special Assessments at \$84,091.63; seconded by Pollack; motion passed upon roll call as follows:

Ben Bernstein	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); McCurry Road Trunk (Roscoe).

Massier moved to approve N. Rockton Avenue Trunk Sewer Repair, CIP No. 2335; seconded by Jones; motion passed upon roll call as follows:

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

Massier moved to approve sole source purchase order for siloxane removal media issued to Unison Solutions; seconded by Bernstein; motion passed upon roll call as follows:

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

Massier moved to reject all bids for 22-209 Final Clarifiers #7 & #8 Rehab; CIP No. 2314 seconded by Jones; motion passed upon roll call as follows:

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

Massier moved to approve Purchase and Replacement of Three Windows Servers; CIP No. 2372; 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 22-206 Copier/Multifunction Printer Replacement 60-month lease agreement; 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 presented an award from Rock River Valley Pantry recognizing Four Rivers Sanitation Authority for its recent food donation of over 2,000 pounds. Congratulated Directors and Scott-Valdez for initiating the drive; and recognized all employees who donated for their generosity.

Hanson reported Graham Spencer was awarded a Silver Award by the Northern Illinois American Advertising Federation ADDY Awards for its creation of the Authority's new, user friendly website. Thanked Scott-Valdez and all involved in the new website building process.

Hanson extended an invitation to all employees and Board of Trustees to attend the FRSA Employee Appreciation Day to be held on August 11, 2022. Thanked Skinner for organizing the event.

Fitzgerald presented the Information Technology Monthly Report as of July 2022.

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

Scott-Valdez announced four new employees; Garret Hyser, Treatment Plant Operator; Michael Leonard, Treatment Plant Operator; Donovan Upsahl, Utility Technician; Hayes Villarreal, Utility Technician.

Mittel presented the Finance Management Report, advising that, for the period ending June 30, 2022, Total Revenue is 13.2% over budget YTD; User Fee Revenue is 0.9% under budget YTD; Operations & Maintenance Departmental Expenses are 3.4% under budget YTD for the two-month period; Capital Project Expenditures for June totaled approximately \$1.5 million; Operating Income reflects a gain of \$3,155,796; the Statement of Cash Flow reflects an increase of \$5,759,797 for the fiscal year; and the General Fund Cash ended the month of June at \$56.9M.

Massier moved to approve the following updated plumbing contractor bonds and completed registrations for the period of June 1, 2022 – May 31, 2023

Company	Bond Type	Bond No.	Date of Expiration
Area Mechanical, Inc.	CO	W150439958	5/31/2023
Area Mechanical, Inc.	PU	W150493362	5/31/2023
Area Mechanical, Inc.	PV	W150439965	5/31/2023
Briarwood Builders Inc.	PV	63047649	5/31/2023
Ceroni Piping	CO	400SM2070	5/31/2023
Ceroni Piping	PU	400SV1730	5/31/2023
Ceroni Piping	PV	400SV1728	5/31/2023
Dale's Plumbing	PU	MLI7309852	5/31/2023
Dale's Plumbing	PV	W150438857	5/31/2023
Dependable Plumbing, Inc.	PV	LSM1589304	5/31/2023
Five Star Plumbing	CO	63608270	5/31/2023
Five Star Plumbing	PU	63608300	5/31/2023
Five Star Plumbing	PV	63608289	5/31/2023
Geostar Mechanical, Inc.	PV	63636462	5/31/2023
Hartwig Mechanical, Inc.	PU	2283376	5/31/2023
Hartwig Mechanical, Inc.	PV	2520080	5/31/2023
Held Brothers Plumbing	PU	B117944	5/31/2023
Held Brothers Plumbing	PV	B059197	5/31/2023
Infinity Plumbing, Inc.	PV	63074955	5/31/2023
Landmark Excavating	CO	32S541706	5/31/2023
Landmark Excavating	PV	404001564	5/31/2023
LH Plumbing LLC	PV	RSB4129230	5/31/2023
Master Mart Plumbing	PV	63811610	5/31/2023
Mechanical, Inc.	CO	LPM9268647	5/31/2023
Mechanical, Inc.	PU	LPM08779787	5/31/2023
Mechanical, Inc.	PV	LPM08779788	5/31/2023
Midwest Mechanical Works, Inc.	CO	2522182	5/31/2023
Midwest Mechanical Works, Inc.	PV	2520785	5/31/2023
Miller Engineering Co.	PU	25390610	5/31/2023
Miller Engineering Co.	PV	25390611	5/31/2023
Nelson Carlson Mechanical	CO	25582291	5/31/2023
Nelson Carlson Mechanical	PU	25390617	5/31/2023
Nelson Carlson Mechanical	PV	25390616	5/31/2023
Northern Illinois Service Co.	CO	LSF224043	5/31/2023
N-Trak Group LLC	CO	354026890	5/31/2023
Packard Excavating	CO	7901101456	5/31/2023
Pearson Plumbing & Heating	PU	RLI0488281	5/31/2023
Pearson Plumbing & Heating	PV	RNB0488280	5/31/2023
Roto-Rooter Sewer Service	CO	66242526	5/31/2023
Roto-Rooter Sewer Service	PU	72461042	5/31/2023
Roto-Rooter Sewer Service	PV	66242520	5/31/2023

Schwerman Plumbing, Co.	PV	66264961	5/31/2023
Service Plumbing	PV	65252217	5/31/2023
Sjostrom & Sons, Inc.	CO	71403911	5/31/2023
Spain Construction Inc.	CO	662259682	5/31/2023
Total Plumbing Ltd.	CO	GRIL26757B	5/31/2023
Total Plumbing Ltd.	PV	GRIL26758B	5/31/2023
Troy Lee Excavating	CO	IL 100244	5/31/2023
Wayne Seymour Plumbing	PV	RSB4059942	5/31/2023
Wilhelmi Plumbing, LLC	PV	SYA2501	5/31/2023
William Charles Construction LLC	CO	47SUR300168010055	5/31/2023
William Charles Construction LLC	PU	47SUR300168010054	5/31/2023
William Charles Construction LLC	PV	47SUR300168010053	5/31/2023
Williams Brothers Plumbing	PU	50701620	5/31/2023
Williams Brothers Plumbing	PV	69905867	5/31/2023

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 Annexation; 4358 Shorewood Drive; Ordinance No. 22 23 A 03; 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 Professional Services Contract; Sidestream Fermentation and Aeration Basin Modifications; CIP No. 2304; 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 Intergovernmental Agreement, City of Rockford; Charles Street Reconstruction (28th St. to Parkside Ave.); CIP No. 2320; and authorize staff to analyze the bid tab for the sanitary work items and provide concurrence with the award not to exceed \$400,000; 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

Baer reported both Logistics Parkway and Buckbee Creek; City of Rockford IGA bids were lower than anticipated. No Board action required.

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 July 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 Jones; 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 6:09 p.m.



Clerk