

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
FOUR RIVERS SANITATION AUTHORITY
SEPTEMBER 26, 2022
5:15 P.M.
(IMMEDIATELY FOLLOWING MEETING OF
THE COMMITTEE OF LOCAL IMPROVEMENTS)**

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) 240-3412 or toll-free (877) 309-2073; access code: 373 032 861, 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 5:25 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; Lisa Mittel, Assistant Director of Management Services; and Susan Skinner, Executive Services Coordinator.

Ashley Bernard, Assistant Director, Plant Operations/Customer Service, and Kwame Calvin, Assistant Director, Internal Services, were absent due to offsite conference.

Massier moved to approve the minutes of the Regular Meeting of August 22, 2022; seconded by Bernsten; motion passed upon roll call as follows:

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

Brad Porter, Principal, Lauterbach and Amen, LLP, presented highlights/summary of the Company’s favorable FY22 Audit. Porter complimented the efforts and teamwork of the FRSA team; in particular, the leadership of Julia Scott-Valdez and Lisa Mittel. The Board of Trustees and Executive Director Hanson expressed their compliments and gratitude to the team as well. Although scheduled to take place later on the Agenda, the Board decided to vote for acknowledgement of receipt and approval of the FY22 Audit. Motion was made by Massier; seconded by Jones; motion passed upon roll call as follows:

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

Pollack advised that he presided over a Show Cause Hearing on September 12, 2022, related to user violations. As a result of findings, Pollack presented Memorandums of Decision & Order for 10 properties. Massier moved to approve a payment agreement for 203 Lincoln Park Blvd. and disconnection of sanitary sewer services for the remaining nine properties effective November 1, 2022:

- 215 S. Springfield Avenue
- 305 Garver Avenue
- 319 Monroe Street
- 503 Lincoln Park Blvd.
- 828 Waveland Avenue
- 3215 Hazel Street
- 3616 Algonquin Blvd.
- 4307 Nina Terrace
- 10850 Third Street;

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

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

Haas stated the Investment Report reflects \$55,839,420.97 total funds invested for the month of August, 2022 and earned interest in the amount of \$62,693.52. Total Cash and Investments are \$64,915,658.56. Report placed on file.

Haas moved to approve Total General Fund Expenditures for the month of August 2022, in the amount of \$4,552,887.56; with Total Special Assessments at \$26,571.43; seconded by Bernsten; motion passed upon roll call as follows:

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

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

Massier moved to approve award for Collection Systems Operations Facility – Perimeter Fence Package, Capital Project No. 2217, to the apparent low responsible and responsive bidder, Dach Fence Company, at a cost of \$135,050.00; seconded by Jones; motion passed upon roll call as follows:

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

Jones moved to approve award for Collection Systems Administration Building Site Improvements, Capital Project No. 2206, to the apparent low responsible and responsive bidder, Stenstrom Excavation & Blacktop Group, at a Base Bid of \$135,650.65 as well as Bid Alternate No. 1 at a cost of \$146,229.50, for total awarded bid of \$281,880.15; seconded by Massier; motion passed upon roll call as follows:

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

Massier moved to approve award for Bid No. 22-211, Polymer Supply, to the lowest responsive and responsible bidder, Polydyne Inc., at a cost of \$1.43 per pound with a performance cost per dry ton of \$230.20 for a 12-month term (November 1, 2022 – October 31, 2023); seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye

Rick Pollack	Aye
Ginger Haas	Aye
Don Massier	Aye

Massier moved to reject Bid No. 22-213, Scum Separator, as the bid received contained significant exceptions that did not conform to the intent of the bid. Staff will re-evaluate the available options for the replacement of this equipment and consider other alternative process equipment, layouts and manufacturers that will meet the project design requirements; seconded by Bernsten; motion passed upon roll call as follows:

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

Hanson reflected on recent history through the “unknown” components of COVID and its impact on FRSA business. Based on exemplary performance and accolades related to the current financial report/audit, Hanson commented that he is, once again, reminded of the value of the FRSA team. He alluded to the many hours, late evenings, additional CDC guidelines, personnel work shift adaptations, and all the many additional challenges that were met/resolved by the FRSA team during (and after) COVID occurrences, exposures and the quarantine period. He stated that he cannot compliment the team enough and has no words to describe his pride in its decision-making power, team effort, and for his trust in and respect for them.

Hanson then addressed considerations regarding reintroducing FRSA back into the “normal” world while still meeting commitments, safety and remaining engaged. As examples, he advised that FRSA attended (or will attend) this year’s meetings/conferences of IAWA, IDOT, WEFTEC, Microsoft and other organizations, albeit with significantly reduced number of personnel representing FRSA given the unknown factors related to COVID.

An additional and significant factor is financial impact. The unknowns of COVID led to unanswerable questions as to how much to purchase, at what cost and with what other considerations. All of this has led to an aftermath of increased costs throughout the world. Remnants of COVID which are still prevalent throughout the world, along with governmental mandates to reduce the level of necessary chemicals, provide additional challenges to be met. Hanson is confident that, along with the support of the Board of Trustees, the entire FRSA organization is up to the challenge.

Prior to concluding his remarks, Hanson once again complimented and thanked the team, in particular Julia Scott-Valdez and Lisa Mittel, for outstanding work with the audit/financial report this year.

Massier moved to approve property lease for 616 Barry Road, seconded by Jones; motion passed upon roll call as follows:

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

Massier moved to approve RFP No. 22-206, total cost increase of \$309.48 to 60-month lease with Gordon Flesch for the purchase, installation and support of printers and copiers. Increase is due to two equipment changes (one printer no longer needed; additional printer needed in second location; printers are not identical and offer different options); seconded by Jones; motion passed upon roll call as follows:

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

Massier moved to approve Connection Fee Payment Agreement for 8210 Ravere Street, Machesney Park, Illinois; seconded by Bernsten; motion passed upon roll call as follows:

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

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

Scott-Valdez congratulated and thanked Lisa Mittel and her team for their outstanding work, particularly the recent audit. She then provided an update regarding Human Resources Department initiatives and achievements for the previous month and future, including the addition of two new employees, Benji Vasquez and Charles Bolden, Jr.

Scott-Valdez reminded everyone of the upcoming FRSA Wellness Fair on September 30, 2022 and invited all to attend.

Mittel presented the Finance Management Report, advising that, for the period ending August 31, 2022, Total Revenue is 9.3% over budget YTD; User Fee Revenue is 1.9% below

budget YTD; Operations & Maintenance Departmental Expenses are 3.2% under budget YTD for the four-month period; Capital Project Expenditures for August totaled \$1,576,248; Operating Income reflects a gain of \$4,501,236; the Statement of Cash Flow reflects an increase of \$7,599,495 for the fiscal year; and the General Fund Cash ended the month of August at \$58.9M.

[Audit vote on Agenda for this section was conducted earlier in the meeting. See Public Participation/Presentations section above.]

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

Company	Bond Type	Bond No.	Date of Expiration
Atlas Plumbing	PV	LSM0067660	5/31/2023
Automatic Fire Systems	PV	LSM0803892	5/31/2023;

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

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

Massier moved to approve an Easement for Chicago Title Land Trust Company, PIN 12-35-251-019, Cherryvale North Blvd; seconded by Bernsten; motion passed upon roll call as follows:

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

Massier moved to approve 2022-23 Service Cleanout Installations, Cap. Proj. No. 2301, Change Order No. 1, Contractor: N-Trak Group, LLC.; seconded by Jones; motion passed upon roll call as follows:

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

Massier moved to approve North Rockton Avenue Trunk Sewer Repairs, Cap. Proj. No. 2335, Final Quantities/Change Order No. 1, Contractor: N-Trak Group, LLC.; seconded by Bernsten; motion passed upon roll call as follows:

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

Massier moved to approve Professional Services Contract – FPCIP Nutrient Removal – Conditional Letter of Map Revision (CLOMR), Cap. Proj. No. 1763, Clark Dietz, Inc.; seconded by Jones; motion passed upon roll call as follows:

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

Massier moved to approve Professional Services Contract – Smoke Testing – Soper Street Pump Station Service Area, Cap. Proj. No. 2318, Inflow and Infiltration Assessment, RJN Group; seconded by Jones; motion passed upon roll call as follows:

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

Baer provided an update regarding Charles Street Reconstruction (28th St. to Parkside Ave.), IGA Contract Award Concurrence Update, CIP No. 2320. 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.

Cassaro presented minutes from the Rock River Watershed Group Meeting of September 14, 2022. Cassaro advised that, until further notice, the Group will be meeting bi-monthly due to the season. No Board action required.

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

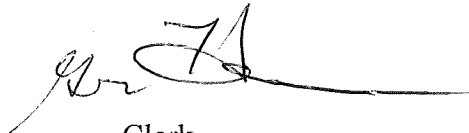
Reader provided a status of Collection Systems activity regarding sewer main line cleaning, televising crews, pipe replacement, manhole ticket backlog breakdown and manhole restoration for the previous month. Reader also presented the Collection Systems Monthly Management Report.

Reader expressed particular appreciation to Brian Markgraf, Collection Systems Construction Division Manager, for exemplary leadership with his group.

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
Rick Pollack	Aye
Ginger Haas	Aye
Don Massier	Aye

The Regular Meeting of the Board of Trustees adjourned at 6:55 p.m.



Clerk