

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
FOUR RIVERS SANITATION AUTHORITY
DECEMBER 12, 2022
5:25 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 GoTo by dialing (312) 757-3121; access code: 497 223 093, 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; Ashley Bernard, Assistant Director, Plant Operations/Customer Service, Kwame Calvin, Assistant Director, Internal Services; Lisa Mittel, Assistant Director of Management Services; and Susan Skinner, Executive Services Coordinator.

Jones moved to approve the minutes of the Regular Meeting of November 12, 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

Jones moved to amend the minutes of the Closed Session of the Regular Meeting of November 12, 2022, seconded by Bernsten; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye

accomplish and how proud he is and grateful for the FRSA leadership team. Hanson then thanked the trustees for their leadership, guidance and support, which Hanson stated is critical to the success of the organization and invaluable to the community. He then wished a very happy holiday and new year to everyone.

Jones moved to approve RFP #21-213, Enterprise Asset Management (EAM); awarded to Central Square at a cost of \$199,026.00, and to authorize the Executive Director to provide the authorizing signature on the final contract; 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

Jones moved to approve the December, 2022 revision of the FRSA By-Laws, to reflect grammar/title changes and other non-substantive items; seconded by Bernsten; motion passed upon roll as follows:

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

Calvin presented the Information Technology Monthly Report for the month, highlighting status of major IT projects and Customer Service metrics.

Scott-Valdez provided an update regarding Human Resources Department initiatives and achievements for the previous month and future, including HR Department metrics, Worker's Compensation/Risk Management, organization development and health insurance.

Scott-Valdez advised that Mittel will be presenting the tax levy memo; however, Scott-Valdez wished to express that it is staff's recommended that FRSA take the levy in its entirety with an eye on future special assessment project, fixed cost for chlorine, and other expenses which raise concern. Scott-Valdez thanked the Board for considering staff's information and recommendation.

Mittel provided a few last-minute notes to the Board's attention prior to the tax levy vote. FRSA's property tax revenue is a stable source of supplementary income with the trend of decreasing water consumption and flow. The allowable increase would result in \$261,874 more than the prior year's levy. The increase would result in an estimated total amount of \$5,570,935. The special assessment and chlorine cost mentioned by Scott-Valdez may exhaust a large portion of the public benefit fund. The draft fiscal year budget will be presented next month and will include revenue, operating and maintenance expenses and large capital improvements (including plant system improvements). With this in mind, staff recommends taking the allowable levy increase. Two options are presented for consideration: Option 1 is taking the levy, and Option 2 is a flat levy.

the \$4,785,000 General Obligation Alternate Bonds
(Sewerage System Alternate Revenue Source), Series
2019;

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

Prior to presenting the Finance Management Report, Mittel recognized the FRSA Finance staff for their work, in particular over the past several months. While completing Tyler-Munis training and Payroll implementation, staff has continued to do convergent analysis, pay vendors, meet revenue responsibilities, all while still carrying out day-to-day tasks and providing financial reports for the Board. Mittel also commended the Human Resources and IT Staff for their part in the process.

Mittel presented the Finance Management Report, advising that, for the period ending November 30, 2022, Total Revenue is 6.1% over budget YTD (largely due to the replacement tax increase); User Fee Revenue is 3.8% below budget YTD (two bill-run cycles will post in early December); Operations & Maintenance Departmental Expenses are 5.7% under budget YTD for the seven-month period; Capital Project Expenditures for November totaled approximately \$1.6M; Operating Income reflects a gain of \$8,209,359; the Statement of Cash Flow reflects an increase of \$10,505,366 for the fiscal year; and the General Fund Cash ended the month of November at \$61.8M.

There were no new Plumbers Bonds or renewals for this month.

Jones moved to approve Collection Systems Operations Facility – Structural Steel Package; Capital Project No. 2217; Change Order No. 2; 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

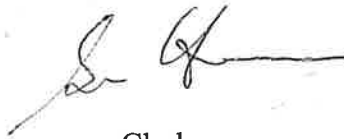
Jones moved to approve Soper St. Pump Station Access Improvements, Cap. Proj. 2224; Change Order No. 2 - Final; seconded by Bernsten; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye

After the conclusion of the Closed Session, Massier moved to adjourn the Regular Meeting; seconded by Pollack; 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 6:40 p.m.



Clerk