

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
FOUR RIVERS SANITATION AUTHORITY
FEBRUARY 27, 2023
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 (866) 899-4679 (toll-free) or (571) 749-3116 (toll); access code: 999 151 389, 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

*Joined via phone.

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.

Bernsten moved to amend the minutes of the Meeting of the Board of Trustees from February 27, 2023, due to a typographical error; seconded by Jones; motion passed upon roll call as follows:

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

** Due to technical difficulties, Massier was unable to connect to the meeting via phone until Section VIII-C, Purchasing Items.

A Public Hearing was held regarding Ordinance 22 23 B 03, Combined Annual Budget & Appropriations Ordinance for the Fiscal Year Beginning May 1, 2023, and ending April 30, 2024. No members of the public attended in-person or joined via phone.

No President's Report this month.

Haas stated the Investment Report reflects \$57,778,558.73 total funds invested for the month of January, 2023 and earned interest in the amount of \$152,381.88. Total Cash and Investments are \$66,391,318.93. Report placed on file.

Haas moved to approve Total General Fund Expenditures for the month of January, 2023, in the amount of \$4,608,186.12; with Total Special Assessments at \$0; seconded by Jones; motion passed upon roll call as follows:

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

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

Jones moved to approve contract for Sodium Hypochlorite Solution Supply to the low responsive and responsible bidder, Rowell Chemical Corporation, at a cost of \$2.0473 per gallon for a one-year term; seconded by Haas; motion passed upon roll call as follows:

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

Jones moved to approve a 36-month contract for Security Service to Controlled F.O.R.C.E., from May 1, 2023 through April 30, 2026, based on qualifications, references, professionalism and quoted three-year total of \$630,720.00; seconded by Haas; motion passed upon roll call as follows:

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

Jones moved to approve a Cooperative Procurement Award for Uniform Rental and Cleaning Service to UniFirst Corporation, covering a 60-month contract with weekly charge of

\$438.40 and annual price increase capped at 5%; seconded by Haas; 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 a Cooperative Procurement Award for:

- one 2023 Ford F-550 Crew Cab Truck w/ Crane, including license, title and select options, in the amount of \$139,916.71, Capital No. 2386;
- one 2023 Ford F-550 Crew Cab Truck, including license, title and select options, in the amount of \$117,395.91, Capital No. 2387;
- one 2023 Ford F-550 Crew Cab Truck, including license, title and select options, in the amount of \$117,395.91, Capital No. 2388;

to Bonnell Industries, Inc.; seconded by Haas; 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 issue a Notice of Intent to Award*** to the apparent low responsive, responsible bidder, Williams Brothers Construction, Inc., re Aerobic Granular Sludge-Phase 1, Capital Project No. 2207, IEPA Project No. L17-6127, in the amount of \$45,480,000.00; 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

***IEPA must review and approve received bids prior to FRSA award of contract.

Jones moved award a contract for Collection Systems Operations Facility, Capital Project No. 2217 to the apparent low responsive, responsible bidder, Scandroli Construction Co., for the lump sum bid amount of \$9,177,771.00; 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

Hanson shared the sad news of the passing of City of Rockford Alderman Tuffy Quinonez. Hanson asked for a moment of silence to honor Mr. Quinonez.

Hanson advised that, on Friday, March 3, FRSA will host a Rockford Chamber of Commerce Leadership Rockford event. Hanson, Cassaro and Baer will give a presentation to the group, followed by a tour of the plant.

Hanson thanked Scott-Valdez and HR Generalist Brittany Krutz for leading the activity celebrating FRSA's anniversary, including a trivia contest and other employee activities. They also coordinated a Food Drive, with the FRSA objective of reaching one ton of food to donate this year.

Hanson updated the Board that he has been named Vice Chair of the RIPC Planning Board. Hanson is also President of the WinGis Board, Justin Kink is on the WinGis Committee and Chris Baer is on the Technical Committee.

Hanson congratulated and thanked Scott-Valdez and Mittel for their outstanding work on the new Payroll system. They, along with their team, have contributed significant effort and time toward implementation of the program, along with training FRSA employees. The next module to be completed is Permitting, which will be an equally challenging effort.

Massier moved to approve Resolution 22 23 04 – Releasing Select FRSA Closed Meeting Minutes dated June 25, 2001 – December 12, 2022 and Authorizing Destruction of Certain Verbatim Recordings greater than 18 months old; 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

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. In particular, Scott-Valdez and Mittel were proud to announce that the online Payroll system is now live. Pollack asked for a demonstration of the system at a later date.

Hanson informed that, while he appreciates the intentions of the Board to consider a pay increase for the Executive Director (based on the pay discrepancy noted in a recent Compensation Study), he stated a formal request for the Board to withdraw the consideration.

Haas moved to table a five (5) percent pay increase for the FRSA Executive Director, which was proposed to take effect February 27, 2023; seconded by Massier; motion passed upon roll as follows:

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

Scott-Valdez advised that, in conjunction with Tammie Beckwith Schallmo, Sr. Vice President/Managing Director, PMA Securities, LLC, FRSA is exploring the feasibility of early sale/refunding (Forward Settlement) for 2014 bonds. If market research indicates a benefit to FRSA, Scott-Valdez will invite Beckwith Schallmo to present her findings, review the process and answer any questions at the March, 2023 Board Meeting. Scott-Valdez provided the Board with a copy of Beckwith Schallmo's October, 2022, presentation to the FRSA Board for its review. No additional Board action is required at this time.

Massier moved to approve Ordinance 22 23 B 03, FINAL Combined Annual Budget and Appropriations for FRSA for the Fiscal Year Beginning May 1, 2023, and ending April 30, 2024; 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

Mittel expressed her gratitude to the Finance staff for exemplary work, long hours and dedication to the preparation of this year's budget.

Mittel presented the Finance Management Report, advising that, for the period ending January 31, 2023:

- Total revenue is 8.4% over budget YTD.
- User Fee Revenue is 3.2% below budget YTD.
- Operations & Maintenance Departmental expenses are 5.8% under budget YTD for the nine-month period.
- Capital project expenditures for January totaled \$1,756,231.
- Operating income reflects a gain of \$10,771,054.
- The Statement of Cash Flows reflects an increase of \$8,059,177 for the fiscal year.
- The General Fund Cash ended the month of January at \$59.4 million.

Baer advised there are no Plumbing Contractor Registrations for the month of January 2023.

Massier moved to approve the following nine (9) Annexation Ordinances:

- Ordinance 22 23 A 08: Lot 1 of the Plat of Villas Creek
- Ordinance 22 23 A 09: Harlem and Harvey
- Ordinance 22 23 A 10: Guilford Road – Private Drive Strip
- Ordinance 22 23 A 11: Queen Oaks
- Ordinance 22 23 A 12: Lot 13 of Oak Crest
- Ordinance 22 23 A 13: Lot 13 of Plat No. 2 of Linview
- Ordinance 22 23 A 14: Lot 57 of Plat No. 3 of Olson Park
- Ordinance 22 23 A 15: Lot 5 of SCL Plat No. 2
- Ordinance 22 23 A 16: McFarland Road and Broadcast Parkway;

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 2022-23 Service Lateral Lining, Capital Project No. 2333, Final Quantities, Change Order No. 2, Contractor: Performance Pipelining, Inc. (PPI); 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 Accelerated Project Schedules: Service Cleanout Installations, Capital Project No. 2401, Collection System Repairs, Capital Project No, 2454; 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 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 then asked to speak with regard to Executive Director Hanson. Cassaro noted that he has worked with Hanson over 17 years and considers him to be a true leader. He takes care of his people by allowing them to take responsibility and he trusts them, which requires sacrifice on his part. Cassaro stated that he has witnessed Hanson sacrifice his time and money toward the good of his people. Cassaro noted that Hanson likely declined the proposed wage increase because he is a humble man, but Cassaro feel he deserves it. Cassaro expressed his wish that the proposed increase be considered in the future.

Calvin then added comments regarding Hanson by stating that he is not only a great leader on his own, but he also pulls everyone up. Calvin expressed that, because of Hanson, he feels he is a better man, friend, businessman and father. He feels it is very important for the Board to know how valuable Hanson is to everyone.

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

Bernard then echoed Cassaro's and Calvin's comments regarding Hanson, noting that Hanson has been a friend, a hero and a great leader who does a great job of leading the team and is deserving of a pay increase.

Reader began his report by stating that, as the member of the FRSA leadership team with the most years with the Company, he believes that Hanson is, by far, the best director the Company has had based on his inspiration, mentoring and leadership. Reader expressed that he is grateful and proud to work for Hanson.

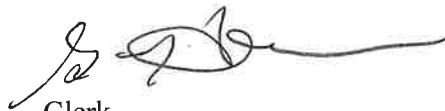
Reader provided a status of Collection Systems activity regarding sewer main line cleaning, televising crews, pipe replacement, manhole ticket backlog breakdown and manhole restoration for the previous month. Reader also presented the Collection Systems Monthly Management Report.

No Closed Session took place.

Massier moved to adjourn the Regular Meeting; seconded by Jones; 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 6:30 p.m.


Clerk

