

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
FOUR RIVERS SANITATION AUTHORITY
MARCH 27, 2023
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 GoTo by dialing (866) 899-4679 (toll-free) or (571) 317-3116 (toll); access code: 759 354 165, 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 5:15 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.

Massier moved to approve the amended minutes of the Meeting of the Board of Trustees from January 23, 2023; and the minutes of the Meeting of the Board of Trustees from February 27, 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

Tammie Beckwith Schallmo, PMA Securities, LLC, gave an updated presentation via phone regarding refunding bonds, the subject of which was considered for vote later on the agenda. Mittel provided attendees with an updated hard copy of the presentation. At the conclusion of the presentation, Beckwith Schallmo offered to address any questions from the Trustees.

Robert Opperman, Midland State Bank, gave a presentation in-person regarding Insured Cash Sweep (ICS) and its benefits toward insuring public funds in the State of Illinois. At the conclusion of the presentation, Opperman offered to address any questions from the Trustees. This subject was also considered for vote later on the agenda.

Massier moved to approve Memorandums of Decision & Order resulting in disconnection for the following properties on or after May 1, 2023:

- 4301 Kennett Ave.
- 604 Lincoln Park Blvd.
- 3007 Rice Ave.
- 2814 Overdene Ave.
- 2027 Wilcox Rd.
- 3611 Algonquin 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

Haas stated the Investment Report reflects \$57,776,909.29 total funds invested for the month of February, 2023 and earned interest in the amount of \$146,607.65. Total Cash and Investments are \$67,711,165.89. Report placed on file.

Haas moved to approve Total General Fund Expenditures for the month of February, 2023, in the amount of \$3,967,971.47; with Total Special Assessments at \$0; 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

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

Massier moved to approve a contract for Cogen Engine #3 Top End Rebuild Parts & Labor to the low responsive and responsible bidder, Rush Power Systems, at a cost of \$70,705.68; seconded by Jones; motion passed upon roll call as follows:

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

Massier moved to approve a contract for two (2) new lab-grade dishwashers, to the low responsive and responsible bidder, HD Supply Facilities Maintenance, Ltd. (dba USA Bluebook of Waukegan, IL) for a cost of \$34,337.00; 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 a contract for bottled drinking water service to the low responsive and responsible bidder, DS Services of America, Inc., (dba Primo Water North America) for a cost of up to \$30,472.00 for a one-year term;

A discussion took place regarding considered options for drinking water. Pollack referred to Sundstrand where, when Pollack was an employee, coolers were in place that dispensed cold water. Bernsten advised that Hinkley Springs and similar companies have ion water filtration systems which staff may wish to explore. Haas expressed her belief that the proposed cost seems excessive and asked for a study of filtration systems. Baer explained that the company is testing options of water fill stations at the Collections Systems Administration Building. He also explained that water coolers must be ADA accessible, and the chosen system meets that requirement. Additionally, because the unit is built-in, it eliminates additional construction and plumbing costs needed to add a countertop model. Scott-Valdez explained that, while the drinking water within the facility is available to all employees, the primary purpose is to provide the field employees with proper hydration throughout their shifts, especially when out in the elements.

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 a contract for Lawn Maintenance to Crimson Valley Landscaping for a one-season term, April 1-October 31, 2023, for the approximate cost of \$165,449.00; seconded by Massier; motion passed upon roll call as follows:

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

Massier moved to approve Emergency Sole-Source Purchase Order No. 83514 for the purchase of a Nash Gas Compressor to Gardner Denver Nash in the amount of \$56,321.40; 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

Hanson advised that, as part of FRSA’s 91st Anniversary Celebration, employees held a food drive benefiting Rock River Valley Pantry. While the initial goal was to collect “a ton of food”, the actual final count exceeded that ambition, totaling 2,341 lbs. FRSA received a hand-written note from Rock River Valley Pantry Executive Director, Kim Adams-Bakke, with her thanks, especially “at a time when the need and client member levels are increasing.” Hanson expressed his tremendous pride and thanked all FRSA employees, especially Julia Scott-Valdez and Brittany Krutz for leading the process.

Massier moved to approve Ordinance 22 23 M 20 – Authorizing Condemnation Proceedings: 3105 Grant Park Boulevard (with Exhibits A&B); seconded by Jones;

Fitzgerald explained that construction and digging required for the AGS project will generate a tremendous amount of soil which must be stored. Acquisition of this property is required in order to store the soil and provide needed additional space for plant expansion. Fitzgerald recommended that any discussion regarding this topic be undertaken in closed session. Pollack then referred to farmland he had seen while in transit with “mountains of soil” and asked Baer if this was a comparable situation. Baer explained that much of the area surrounding the FRSA plant is primarily on a flood plain. By law, FRSA may not stack or store soil to that degree within FRSA’s construction zone. The advantage of the proposed parcel is that it is located above the floodway, so it would lend itself to accepting the referenced fill. Additionally, in time, the property would provide needed area for growth for the Lab facility and/or other development. FRSA is not anticipating that questionable soil will be uncovered, but the more soil that can be kept on FRSA property, the more advantageous it becomes. Should the soil NOT be what is considered “clean construction demolition debris” (clean soil that could be used on a buildable site in any location), FRSA would be required to send the soil to a landfill.

The Board then decided to hold additional discussion for a Closed Session before consideration for passage.

Massier moved to approve the Delegation of Authority for and purchase of property at 3329 Spring Creek Road, PIN: 12-18-276-005, from the George W. Taylor Foundation, in the amount of \$10.00 plus closing costs; 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

Fitzgerald informed the Board of a new Illinois law passed in 2022 requiring the formation of a Decennial Committee on Local Government Efficiency Act (Public Act 102-1088). This Act requires FRSA to establish this new Committee by June 10, 2023, and create a report to the County Board at least once every 10 years thereafter. The purpose of the Committee is to “study local efficiencies and report recommendations and increased accountability to the County Board.” FRSA will hold its first Committee meeting on April 24, 2023 (the date of the next FRSA Meeting of the Board of Trustees). No Board action required.

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. Scott-Valdez announced the hiring of new Customer Service Representative, Chassidy Ogden.

Massier moved to approve Ordinance 22 23 M 21 – Authorizing and Providing for the Issue of Not-To-Exceed \$5,700,000 General Obligation Refunding Bonds (Sewerage System Alternate Revenue Source), Series 2023, of the Four Rivers Sanitation Authority, Winnebago County, Illinois, for the purpose of refunding certain outstanding revenue bonds of said Authority; prescribing the details of said bonds; providing for the collection, segregation and application of revenues of the sewerage system of said Authority to pay said bonds; providing for the levy and collection of taxes sufficient to pay said bonds if said revenues are insufficient to make payment; authorizing the sale of said bonds to the purchaser thereof, and concerning related matters; 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 the use of Insured Cash Sweep (ICS) as an additional resource for managing Four Rivers Sanitation Authority cash balances and for the FRSA Executive Director to authorize the 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

Mittel presented the Finance Management Report, advising that, for the period ending February 28, 2023:

- Total revenue is 7.6% over budget YTD.
- User Fee Revenue is 3.2% below budget YTD.
- Operations & Maintenance Departmental expenses are 6.3% under budget YTD for the ten-month period.
- Capital project expenditures for February totaled \$1,128,134.
- Operating income reflects a gain of \$11.2 million.
- The Statement of Cash Flows reflects an increase of \$8,059,177 for the fiscal year.
- The General Fund Cash ended the month of February at \$59.4 million.

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

Jones moved to approve an Easement for PIN Numbers 16-08-276-010 and 16-08-276-007, Aspling Subdivision; 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 Ordinance 22 23 M 18 – Water Pollution Control Loan Program Authorizing Loan Agreement Non-Home-Rule Entity - Aeration Basin Modifications (Component 2a); and Resolution 22 23 19 – Authorization to Borrow Funds from the Water Pollution Control Revolving Loan Fund, for IEPA SRLF; 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, Amendment No. 2; Aerobic Granular Sludge (AGS), Phase 1, CIP No. 2207; 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 presented the minutes of the Watershed Meeting of March 8, 2023.

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.

At 7:00 p.m., Massier moved to suspend the Regular Meeting to move into Closed Session to discuss three potential discussions under one or both exceptions noted below:

1. Eminent Domain – 3105 Grant Park Blvd;
2. Boone County Expansion;
3. Sewer Backup Lawsuit;

5 ILCS 120/2(c)(5) The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

5 ILCS 120/2(c)(11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed 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

At 7:20 p.m., the Regular Meeting of the Board of Trustees was called back into session. Pollack announced that no decisions were made nor votes taken during closed session (other than a vote to adjourn the closed session and re-open the Regular Meeting).

Massier moved to approve Ordinance 22 23 M 20 – Authorizing Condemnation Proceedings: 3105 Grant Park Boulevard (with Exhibits A&B); seconded by Jones; motion passed upon roll call vote as follows:

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

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 7:25 p.m.



Clerk