

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
FOUR RIVERS SANITATION AUTHORITY
JULY 24, 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 (877) 309-2073 (toll-free) or (571) 317-3129 (toll); access code: 681 836 789, 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 5:20 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
Elmer Jones	Trustee
<i>(Vacant)</i>	Trustee

Staff present: Timothy S. Hanson, Executive Director; Christopher Baer, Director of Engineering; 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; and Susan Skinner, Executive Services Coordinator. Julia Scott-Valdez, Director of Management Services, and Kwame Calvin, Assistant Director, Internal Services, were absent.

Jones moved to approve the minutes of the Meeting of the Board of Trustees from June 26, 2023; seconded by Haas; motion passed upon roll call as follows:

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

No Public Participation

No Appearances Before the Board

Under President's Report, Pollack wished everyone a continued happy and safe Summer.

Haas stated the Investment Report reflects \$60,761,117.22 total funds invested for the month of June, 2023 and earned interest in the amount of \$171,504.10. Total Cash and Investments are \$74,301,667.01. Report placed on file.

Haas moved to approve Total General Fund Expenditures for the month of June, 2023, in the amount of \$6,532,152.65; with Total Special Assessments at \$0; seconded by Bernsten; motion passed upon roll call as follows:

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

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

There were no Purchasing Items this month.

Under Executive Director's report, Hanson offered the following items:

- 1) Don Massier has officially resigned from the FRSA Board of Trustees effective July 1, 2023. Appointment of a new trustee is under the direction of the Winnebago County Chairman.
- 2) Much activity and progress is taking place at the plant (i.e., Collection Systems Administration Building, Primary Filtration, progress on the hill, etc.), and Hanson would like to offer each trustee a brief (approximately 30-minute) tour and progress update. Due to the congestion and activity level, in the interest of safety, Hanson asked that trustees coordinate with Susan to set up a convenient time for individual tours instead of one combined group tour.

Jones moved to approve Resolution 23 24 15, Releasing Select Four Rivers Sanitation Authority Closed Meeting Minutes and Authorizing Destruction of Certain Verbatim Recordings; with the recommendation of General Counsel that no closed meeting minutes nor verbatim recordings be released under this review; seconded by Haas; motion passed upon roll call as follows:

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

Jones moved to approve the purchase of Builder's Risk Insurance for the AGS for a total annual cost of \$77,253.00 from Hanover, who provided the lowest responsible response, through The Horton Group; seconded by Bernsten; motion passed upon roll call as follows:

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

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

On behalf of Scott-Valdez, Mittel advised that a status report including Human Resources Department initiatives and achievements for the previous month and future may be found in the Board packet. Mittel also asked that any trustees who have not yet responded to the auditors' questionnaire do so as soon as possible, as the report should be complete within the next 1-2 weeks.

Mittel advised that, for the period ending June 30, 2023, total revenue received was \$11.5 million, 18.8% of our annual budgeted amount. User fee revenue is \$6.9M YTD. Mittel pointed out that Finance is now reporting information via different statuses, as this is the format issued under our new financial system. That said, numbers are no longer reported as month-to-date but, rather, year-to-date as an overall percentage of budgeted revenue and expenses. Operations & Maintenance expenditures total \$5.1 million and include encumbrances (purchase orders), 17.8% of the annual budget. Expect reversing entries, as YTD may shift due to audit adjustments.

Jones moved to approve the following Plumbers Bonds updates and registrations during the period of June 1, 2023 through May 31, 2024:

	<u>Company</u>	Bond Type	Bond No.	Date of Expiration
1.	Area Mechanical, Inc.	PU	W150439962	5/31/2024
2.	Area Mechanical, Inc.	PV	W150439965	5/31/2024
3.	Area Mechanical, Inc.	CO	W150439958	5/31/2024
4.	Atlas Plumbing	PV	LSM0067660	5/31/2024
5.	Automatic Fire Systems, Inc.	PV	LSM0803892	5/31/2024
6.	Boomer Plumbing	PV	929584553	5/31/2024
7.	Ceroni Piping	CO	400SM2070	5/31/2024
8.	Ceroni Piping	PU	400SV1730	5/31/2024
9.	Ceroni Piping	PV	400SV1728	5/31/2024
10.	Chuck's Plumbing	PV	93K5R0786	5/31/2024
11.	Chuck's Plumbing & Services	PU	93K5R0800	5/31/2024
12.	Dee's Plumbing	PU	2491888	5/31/2024
13.	Dee's Plumbing	PV	2491886	5/31/2024
14.	DPI Construction, Inc.	PV	W150438857	5/31/2024
15.	DPI Construction, Inc.	PU	MLI7309852	5/31/2024
16.	Duraline, Inc.	PV	2547203	5/31/2024
17.	Five Star Plumbing Co.	CO	63608270	5/31/2024
18.	Five Star Plumbing Co.	PV	63608289	5/31/2024
19.	Five Star Plumbing Co.	PU	63608300	5/31/2024
20.	Geostar Mechanical Inc.	PV	63636462	5/31/2024
21.	Hartwig Mechanical, Inc.	PV	2283372	5/31/2024
22.	Hartwig Mechanical, Inc.	PU	2283376	5/31/2024
23.	Held Bros	PU	00B117944	5/31/2024

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24.	Held Bros	PV	00B059197	5/31/2024
25.	Infinity Plumbing, Inc.	PV	63074955	5/31/2024
26.	Kellenberger, Inc.	CO	302442Q	5/31/2024
27.	Kellenberger, Inc.	PV	302442P	5/31/2024
28.	Landmark Excavating	CO	32S541706	5/31/2024
29.	Landmark Excavating	PV	404001564	5/31/2024
30.	LH Plumbing, LLC	PV	RSB4129230	5/31/2024
31.	M. Robinson Plumbing	PV	7900692857	5/31/2024
32.	M. Robinson Plumbing	PU	7901118869	5/31/2024
33.	Midwest Mechanical Works, Inc.	PV	2520785	5/31/2024
34.	Midwest Mechanical Works. Inc.	CO	2522182	5/31/2024
35.	Miller Engineering	PU	25390610	5/31/2024
36.	Miller Engineering	PV	25390611	5/31/2024
37.	National Piping System, Inc.	PV	667011512	5/31/2024
38.	Nelson Carlson Mechanical	CO	25582291	5/31/2024
39.	Nelson Carlson Mechanical	PU	25390617	5/31/2024
40.	Nelson Carlson Mechanical	PV	25390616	5/31/2024
41.	Northern Illinois Service Co.	CO	LSF224043	5/31/2024
42.	N-Trak Group, LLC	CO	354026890	5/31/2024
43.	Overflow Plumbing	PV	63592149	5/31/2024
44.	Pearson Plumbing	PU	RLI0488281	5/31/2024
45.	Pearson Plumbing	PV	RNB0488280	5/31/2024
46.	Schwerman Plumbing, Co.	PV	66264961	5/31/2024
47.	Service Plumbing	PV	65252217	5/31/2024
48.	Spain Construction	CO	66259682	5/31/2024
49.	Stenstrom Excavation Group	CO	104482884	5/31/2024
50.	Total Plumbing, Ltd.	PV	GRIL26758B	5/31/2024
51.	Total Plumbing, Ltd.	CO	GRIL26757B	5/31/2024
52.	Troy Lee Excavating, Inc.	CO	IL100244	5/31/2024
53.	William Charles Construction, LLC	CO	107837132	5/31/2024
54.	William Charles Construction, LLC	PU	107837131	5/31/2024
55.	William Charles Construction, LLC	PV	107837130	5/31/2024
56.	Williams Brothers Plumbing	PU	50701620	5/31/2024
57.	Williams Brothers Plumbing	PV	69905867	5/31/2024

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

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

Jones moved to approve the following Annexation ordinances:

- a. Ordinance No. 23 24 A 16; Morristown – Plat No. 1 (213 PINs)
- b. Ordinance No. 23 24 A 17; Plat No. 3 of Aspling Subdivision (no PINs assigned yet)
- c. Ordinance No. 23 24 A 18; Ralston Road – PINs 08-19-228-017, -018, -022, -023, -024 and 08-20-102-008, -009
- d. Ordinance No. 23 24 A 19; Casey’s Roscoe Subdivision – PIN 08-04-127-012
- e. Ordinance No. 23 24 A 20; Bell School – PIN 08-35-400-018 and 08-35-400-020

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

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Ginger Haas	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 advised that minutes from the July 12, 2023, Rock River Watershed Group Meeting are available in the Board packet for this month.

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.

No Closed Session was required for this meeting.

Jones moved to adjourn the Regular Meeting; seconded by Haas; motion passed upon roll call vote as follows:

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

The Regular Meeting of the Board of Trustees adjourned at 5:50 p.m.



Clerk

