

**AMENDED**  
**MINUTES OF REGULAR MEETING**  
**BOARD OF TRUSTEES**  
**FOUR RIVERS SANITATION AUTHORITY**  
**OCTOBER 23, 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 (646) 749-3129 (toll); access code: 583 566 645, 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. Pollack advised that tonight's order would be changed to hold the meeting of the Board of Trustees first to accommodate two presentations, then the Meeting of the Committee of Local Improvements would follow.

The following Trustees were present:

Rick Pollack	President
Ben Bernsten	Vice President
Ginger Haas	Clerk/Treasurer
Elmer Jones	Trustee
Richard Mowris	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; Julia Scott-Valdez, Director of Management Services; Ashley Bernard, Assistant Director, Plant Operations/Customer Service; Lisa Mittel, Assistant Director of Management Services; Kwame Calvin, Assistant Director, Internal Services; and Susan Skinner, Executive Services Coordinator.

Bernsten moved to approve the minutes of the Meeting of the Board of Trustees from September 25, 2023; seconded by Mowris; motion passed upon roll call as follows:

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

Prior to introducing Brad Porter, Principal, Lauterbach & Amen, LLP, Scott-Valdez commended Lisa Mittel and the FRSA finance team for their outstanding work on the FRSA FY23 Audit. In particular, Scott-Valdez cited Mittel’s dedication to and leadership in the project.

Mittel introduced Brad Porter, Principal, Lauterbach & Amen, LLP, who provided a summary of the recent positive FRSA FY23 audit.

Baer introduced David Koch, Client Service Manager and Project Director, Black & Veatch, and Leon Downing, Global Practice & Technology Leader, Black & Veatch, who provided an update on the Nutrient Removal Facility Plan. Baer advised that Black & Veatch are the authors of FRSA Facility Plan for Nutrient Removal and subsequent Project Plan.

Koch advised that the main drivers are the nutrient level permit coming from the IEPA, plant aging infrastructure and planning for growth. The B&V plan is adaptable to what permit level changes, element changes, etc., may be experienced though the process. The goal is to hold to a static plan that allows decisions to be made based on changes. The original plan is a 10-year plan with \$202M in capital expenditures (based on 2020 dollars). Additionally, plans were included for beyond 10 years with an approximate \$159M capital expenditure. The plan can also be utilized for loan-interest funding from a state revolving fund from the IEPA. These are the projects that are currently underway.

Koch and Downing then went through the presentation/explanation of the plan and resulting roadmap addressing potential fluctuation and changes/updates.

Mowris inquired whether anyone is trying to deal with PFAS, to which Koch advised that the main things that are going on are on the drinking water side now, and the biggest impacts in wastewater plants are really about the bio cells. Mowris asked whether it is a biosolid. Koch replied that PFAS does get into biosolids and that conventional treatment does not remove it from the biosolids. Mowris asked whether the IEPA reviews the schedules, to which Koch replied that the initial planning was approved in March, 2021, and the next required approval date is March, 2026. Mowris inquired as to the main source/root cause of all the phosphorus. Koch advised that food sources are the main source.

Pollack had no comments under President’s Report.

Haas stated the Investment Report reflects \$62,489,805.31 total funds invested for the month of September, 2023 and earned interest in the amount of \$228,212.74. Total Cash and Investments are \$75,697,586.19. Report placed on file.

Haas moved to approve Total General Fund Expenditures for the month of September, 2023, in the amount of \$6,014,644.61; 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
Richard Mowris	Aye

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

Jones moved to reject a bid for Main Power Transition, Capital Project No, 1361; seconded by Mowris; motion passed upon roll call as follows:

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

Bernsten moved to approve ITB #23-211, Elevator Preventative Maintenance and Inspections and extend a contract to the low, responsive and responsible bidder, Total Elevator Service, LLC, for a three-year total cost of \$22,800.00 including two one-year extension options; seconded by Mowris; motion passed upon roll call as follows:

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

Hanson recognized Lisa Mittel for her phenomenal work on the recent FRSA FY23 Audit.

Hanson reported that the North Council of Governments Dinner (organized by R1PC) mentioned at last month's Board Meeting may not take place. The dinner is pending the attendance of a member of Congress, who is unable to confirm his availability due to his ongoing work toward confirming a new Speaker of the House. Hanson will update once a decision has been made/date confirmed.

Hanson then recognized Scott-Valdez and her group for the Wellness Fair on Friday, advising that it was a very nice event with 15 vendors.

Hanson then advised that Assistant Director of Engineering, Joe Von Arx, is retiring November 17. Matt Campbell has been named as the new Asst. Director of Engineering. Baer has secured two new engineers, one starting on the 20<sup>th</sup>, and the other on the 30<sup>th</sup>.

Hanson’s final topic was a reminder that the next board meeting will be held on the 13th of November (early due to the Thanksgiving holiday).

Fitzgerald presented a property purchase request for 320 Barnum Road, from the estate of Isaac and Mary Robbins, with a purchase price of \$80,000 (appraised at \$75,000), Jones moved to approve the purchase of and Delegation of Authority for 320 Barnum Road, seconded by Mowris; motion passed upon roll call as follows:

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

Mowris moved to approve the purchase of an API toolkit and SnapLogic software (including year-one license and maintenance) from Tyler Munis at a total cost of \$47,801.00, along with contract signature authority for the FRSA Executive Director; all as part of Enterprise Asset Management (EAM) Integration; seconded by Bernsten; motion passed upon roll call as follows:

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

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

Scott-Valdez presented the Human Resources Status for the month, covering HR Department Metrics, Worker’s Compensation/Risk Management and Organizational Development.

Jones moved to approve renewal of contract with BlueCross BlueShield for 2024 health insurance at a total cost of \$2,530,526.00, with a \$50,000.00 wellness credit to be applied first quarter of 2023 and new premiums to take effect January 1, 2023; as well as authority for FRSA Executive Director to define employee rates at a later date; seconded by Mowris; motion passed upon roll call as follows:

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

Bernsten moved to approve ICRMT (through broker, Horton Group) for renewal of Property & Cyber Liability insurance at a cost of \$433,583.00, for coverage from December 1, 2023, through November 30, 2024; seconded by Mowris;

motion passed upon roll call as follows:

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

Scott-Valdez presented a State of Illinois Post-Issuance Tax Compliance Report for Board information. No Board action required.

Scott-Valdez announced the recent employment of Jonathan Roman, Utility Technician for Collection Systems.

Mowris moved to layover a vote to approve Ordinance No. 23 24 B 01, FRSA Public Benefit Chlorination and Corporate Tax Levy, until the November 13, 2023, Board Meeting; seconded by Bernsten; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Nay
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye

Mittel gave credit and gratitude to her staff and management for their work and support during the audit.

Mittel advised that, for the period ending September 30, 2023, total revenue for the five-month period is \$27.4 million, 44.7% of our annual budgeted amount. User fee revenue is \$18.4 million fiscal YTD, 4.1% more than the same period last year. Operations & Maintenance departmental expenditures total \$11.9 million YTD including encumbrances, and total 42.0% of the annual budget expended. Capital purchases total \$19.1 million YTD, including financial obligations through purchase orders.

Pollack inquired about the status of reaching the creator of the modeling structure. Hanson advised that he (Eric) is in the process of retiring. Scott-Valdez advised that, while Eric is the creator of the model, Mittel has completed training on it, as well as trained her analysts and accountants, all of whom are now as proficient as the creator. The current model reflects the 10-year CIP plan. Scott-Valdez also advised that there is two-hour online instructional video for the model. Pollack requested that trustees be provided with the video for their own training. Scott-Valdez advised that she will provide them with the link.

There were no Plumbers Bonds updates or registrations during the period of September 1, 2023 through September 30, 2023.

Baer provided a project update regarding Aerobic Granular Sludge, Phase 1, IEPA #L17-6127; Capital Project No. 2207. No Board action required.

In response to an inquiry from Mowris, Baer provided a brief explanation as to how the City and FRSA work together on various projects and the factors that affect timing and plans.

Cassaro presented the Plant Operations Monthly Management Report, Monthly Snapshot and Trend Report for the previous month.

Cassaro provided the minutes from the October 11, 2023, Watershed Meeting. No Board action required.

Bernard provided status reports on activity for Customer Service, Industrial Waste Surveillance and the Lab for the previous month. Operations are running well and consistent. Bernard complimented Stephen Peterson and Gerard White for their efforts.

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 advised that this has been a very strong month. There was only one mainline backup for the month of September. Reader also presented the Collection Systems Monthly Management Report.

Mowris gave kudos to Reader that the trend lines on Collection Systems reports have come down a great deal over the years.

Reader provided photos showing the process of replacing a manhole lining.

No Closed Session was required for this meeting.

Bernsten 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
Richard Mowris	Aye

The Regular Meeting of the Board of Trustees adjourned at 7:25 p.m.



Clerk