

**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.

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.

Brad Porter, Principal, Lauterbach & Amen, LLP, provided a summary of the recent positive FRSA FY23 audit. In his assessment, he was extremely complimentary to and appreciative of the FRSA data, preparation and support throughout the audit. He expressed particular thanks to Lisa Mittel for her leadership.

David Koch, Client Service Manager and Project Director, Black & Veatch, and Leon Downing, Global Practice & Technology Leader, Black & Veatch, provided an update on the Nutrient Removal Facility Plan.

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 expressed his appreciation to Scott-Valdez and her staff members Brittany Krutz and Aaron Melville, for their work on the very successful FRSA Wellness Fair and United Way Campaign kick-off. Hanson also thanked Reader and Calvin and their staff for their work on the event.

Hanson announced that Matt Campbell has been promoted as Assistant Director of Engineering (replacing retiring Asst. Director Joe Von Arx). Hanson advised two new employees will join the Engineering team, and those names will be announced soon.

Hanson reminded that the November FRSA Board Meeting will take place on November 13 due to the Thanksgiving holiday.

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 Bernstein	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 Bernstein	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 Bernstein	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 Bernstein; motion passed upon roll call as follows:

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

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.

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.

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 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.

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.

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 Bernstein	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