

**MINUTES**  
**SPECIAL MEETING - BOARD OF TRUSTEES**  
**FOUR RIVERS SANITATION AUTHORITY**  
**JANUARY 8, 2024**  
**11:00 A.M.**

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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. No members of the public joined the meeting.

Pollack called the Regular Meeting of the Board of Trustees to order at 11:00 a.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; Mike Christensen, Assistant Director, Plant Operations; Alex Mandujano, Senior Finance Analyst; and Susan Skinner, Executive Services Coordinator.

Haas moved to approve Total General Fund Expenditures paid early for the month of December, 2023, in the amount of \$242,724.39; with no Total Special Assessments paid early at \$0; seconded by Mowris;

Mittel noted that additional invoices may be presented at the January 22, 2024, Board Meeting;

motion passed upon roll call as follows:

Bernsten	Aye
Jones	Aye
Pollack	Aye
Haas	Aye
Mowris	Aye

Pollack moved the Engineering section up on the Agenda.

Jones moved to approve 2023 Service Cleanout Installations, Capital Project No. 2401, Change Order No. 3 – REVISED FINAL – Contractor: DPI Construction, Inc.; seconded by Bernsten; motion passed upon roll call vote as follows:

Bernsten	Aye
Jones	Aye
Pollack	Aye
Haas	Aye
Mowris	Aye

Hanson provided introductory remarks to the budget discussion. Hanson expressed his pride in the Finance Team, in particular, Scott-Valdez, Mittel and Alex Mandujano for a fabulous job navigating through this effort, as well as all the FRSA directors. All have done a Herculean job.

Hanson closed his remarks by advising that the budget must be approved no later than the February Board Meeting.

Scott-Valdez and Mittel presented the budget topics were under the following headings:

- CIP Projects & Equipment \$84.7M
- Operations & Maintenance \$31.7M
- Personnel Allocation
- Revenues \$62.7M
- Capital Financing Plan
- User Fee Rates
- 2023 Quarterly Bill Comparisons
- 2024 Quarterly Bill Comparisons
- FY2024/25 Proposed Budget

Pollack asked for a four-hour Board retreat in early February. A message will be sent to all trustees to confirm date and time.

Pollack thanked Mittel for her hard work.

Mowris moved to adjourn the meeting; seconded by Bernsten; motion passed upon roll call vote as follows:

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

The meeting adjourned at 12:20 p.m.



Clerk

