

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
FOUR RIVERS SANITATION AUTHORITY
MARCH 25, 2024
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. 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
Ginger Haas	Clerk/Treasurer
Elmer Jones	Trustee
Richard Mowris*	Trustee

* Joined via phone due to illness.

Vice President Ben Bernsten was absent.

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.

Jones moved to approve the minutes of the Regular Meetings of February 12, 2024,; seconded by Haas; motion passed upon roll call as follows:

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

Jones moved to approve the minutes of the REVISED Regular Meetings of February 26,

2024,; seconded by Haas; motion passed upon roll call as follows:

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

A Public Hearing was held for Discussion and Questions Regarding Ordinance 23 24 B 07, Combined Annual Budget & Appropriations Ordinance for the Fiscal Year Beginning May 1, 2024, and ending April 30, 2025. No members of the public attended.

No comments under President’s Report.

Haas stated the Investment Report reflects \$67,349,684.67 total funds invested for the month of February, 2024, and earned interest in the amount of \$246,921.72. Total Cash and Investments are \$76,468,403.00. Report placed on file.

Haas moved to approve Total General Fund Expenditures for the month of February 2024, in the amount of \$6,081,280.41; with Total Special Assessments at \$0; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
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 all bids received regarding Bid #24-206, Landfill Service; seconded by Haas;

motion passed upon roll call as follows:

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

Richard Mowris Aye

Jones moved to reject the bid for Bid #24-207, Laboratory Supplies; seconded by Haas; motion passed upon roll call as follows:

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

Jones moved to award contract for Hot-Fix Asphalt Patching FY 2025, to the low responsible and responsive bidder, Stenstrom Excavation & Blacktop Group, at a cost of \$327,630.00; seconded by Haas; motion passed upon roll call as follows:

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

Hanson advised that on March 22, 2024, FRSA hosted members of *Leadership Rockford* (sponsored by the Rockford Chamber of Commerce) for a presentation (from Hanson, Baer and Cassaro) and virtual tour. AquaAerobics is hosting an event in the next month at which FRSA will present. Hanson reminded everyone that FRSA offices will be closed Friday, March 29, for Good Friday. Hanson wished everyone a Happy Easter.

Jones moved to approve Amendment No. 2 and Assignment with Novation to the Agreement for Receipt of Wastewater from Boone County, Kishwaukee Trunk Sewer Basin for Newburg Village; seconded by Haas; motion passed upon roll call as follows:

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

Jones moved to approve purchase of and Delegation of Authority for property at 315 Sawyer Road; seconded by Haas; motion passed upon roll call as follows:

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

Calvin presented the IT Monthly Report for the previous month.

Scott-Valdez presented the Human Resources Status for the month. She advised that Darius Svabas has joined FRSA as a Treatment Plant Operator in Plant Operations.

Scott-Valdez presented an informational memo as follow-up to discussion regarding off-site fueling, which took place at the previous Board Meeting. No Board action required.

Jones moved to approve Ordinance 23 24 B 08, Combined Budget and Appropriations for Four Rivers Sanitation Authority for the fiscal year beginning May 1, 2024, and ending April 30, 2025; seconded by Haas; motion passed upon roll call as follows:

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

Mittel advised that, for the period ending February 29, 2024, total revenue for the ten-month period is \$53.7 million, 87.5% of the annual budgeted amount. User fee revenue is \$40.2 million fiscal YTD, 7.9% more than the same period last year. Operations & Maintenance departmental expenditures total \$23.1 million YTD including encumbrances, and total 81.0% of the annual budget expended. Capital purchases total \$32.9 million YTD in actual expenditures.

Baer advised that there were no updates to Plumbing Contractor bonds or completed registrations during the period of February 1-29, 2024.

Mowris moved to approve Primary Filtration Project – Phase 1, Capital Project No. 2022, IEPA Project No. L17-5882, Charge Order No. 4, Williams Brothers Construction, Inc. (WBC); seconded by Haas;

motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye

Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye

Jones moved to approve Aerobic Granular Sludge – Phase 1, Capital Project No. 2207, IEPA Project No. L17-6127, Change Order No. 1, Williams Brothers Construction, Inc. (WBC); seconded by Haas; motion passed upon roll call as follows:

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

Jones moved to approve 2023 Service Lateral Lining, Capital Project No. 2433, Change Order No. 2, Performance Pipelining, Inc. (PPI); seconded by Mowris; motion passed upon roll call as follows:

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

Jones moved to approve 2023 Sanitary Sewer System Lining, Capital Project No. 2437, Change Order No. 1, Visu-Sewer of Illinois, LLC; seconded by Haas; motion passed upon roll call as follows:

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

Jones moved to approve Geotechnical Engineering Services, Interstate Diversion Basin Trunk Upsizing, Capital Project No. 2108, FCIP #150D; and grant authorization to the FRSA Executive Director to approve Professional Services Purchase Order to GEOCON Professional Services, LLC, for the sum of \$27,372.00; seconded by Haas; motion passed upon roll call as follows:

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

Jones moved to approve Intergovernmental Agreement (IGA) with City of Rockford; U.S. Bus. 20 (East State Street) Improvements and authorization for staff to approve; seconded by Haas; motion passed upon roll call as follows:

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

Jones moved to approve Accelerated Project Schedules, Service Cleanout Installations; CIP No. 2501; Collection Systems Repairs; CIP No. 2554; seconded by Haas; motion passed upon roll call as follows:

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

Baer advised that Engineering Report data for the month is included in the Board packet.

Cassaro presented the Plant Operations Monthly Management Report, Snapshot and Trend Report. He provided Minutes of the Watershed Meeting of March 13, 2024, for information only.

Jones moved to approve Hamilton Sundstrand Variance Extension; seconded by Haas; motion passed upon roll call vote as follows:

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

Cassaro advised that minutes from the Watershed Meeting of March 13, 2024, are included in the packet for information only. No Board action required.

Bernard provided status reports on activity for Customer Service, Industrial Waste Surveillance and the Lab for the previous month, including an update on the Hardship Program.

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.

At 6:05 p.m., Jones moved to adjourn the Regular Meeting; seconded by Haas; motion passed upon roll call vote as follows:

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



Clerk