

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
FOUR RIVERS SANITATION AUTHORITY
JUNE 24, 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
Ben Bernstein*	Vice President
Ginger Haas	Clerk/Treasurer
Elmer Jones	Trustee
Richard Mowris	Trustee

*Joined via phone.

Staff present: Timothy S. Hanson, Executive Director; Chris Baer, Director, Engineering; Ed Fitzgerald, General Counsel/Director, Internal Services; Julia Scott-Valdez, Director, Management Services; Greg Cassaro, Director, Plant Operations; Jim Reader, Director, Collection Systems, Ashley Bernard; Asst., Director, Plant Ops – Cust Serv/IWS/Lab; Lisa Mittel, Asst. Director, Management Services - Finance; Kwame Calvin, Asst. Director, Internal Services; Susan Skinner, Executive Services Coordinator; and Dave Daughenbaugh, Fleet Manager.

Also in attendance was David Koch from Black & Veatch.

Jones moved to approve the minutes of the Regular Meeting of May 20, 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

Baer introduced David Koch from Black & Veatch, who presented FRSA with a framed photograph commemorating FRSA's work with Black & Veatch and highlighting a recent article on FRSA's achievements in *Water Environment Federation Magazine*.

Haas stated the Investment Report reflects \$69,353,683.13 total funds invested for the month of May, 2024, with earned interest in the amount of \$271,966.11. Total cash and investments are \$77,519,603.27. Report placed on file.

Haas moved to approve Total General Fund Expenditures for the month of May, 2024, in the amount of \$5,032,111.20, with \$0 Total Special Assessments; seconded by Jones; motion passed upon roll call as follows:

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

Regarding Old Business:

Jones moved to approve award of RFP #24-401 – Underground Storage Tank Removal and Replacement, to Stenstrom Petroleum Services Group, in the amount of \$985,445.00; 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

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

Jones moved to award contract for One (1) New Discrete Analyzer & Installation; to the low responsive and responsible bidder, SEAL Analytical, Inc.; at a cost of \$38,935.00; 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

Jones moved to award contract for Collections Systems Administrative Parking Lot & Household Hazardous Waste Parking Lot Paving, Capital Project No. 2217, to Rock Road Companies, Inc., in the amount of \$128,114.00; 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 noted and complimented Baer's success as cost savings with the purchase.

Jones moved to approve pre-order of certain Class-8 vehicles and equipment in June or July, 2024, for delivery after May 1, 2025, to ensure needed delivery and cost savings; 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 advised that he and Scott-Valdez will be attending the July 25 Meeting of the Winnebago County Board to present information on FRSA's transition to monthly billing.

Jones moved to approve Resolution 24 25 03 – Reviewing Select FRSA Closed Meeting Minutes and Audio Recordings through May 22 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

Jones moved to approve purchase of and delegation of authority for property purchases from R1PC:

15-02-305-019	322 Sawyer Road
15-02-305-020	3xx Sawyer Road
15-02-326-029	610 Brooke Road
15-02-331-018	3041 Kishwaukee Road
15-02-331-019	3041 Kishwaukee Road
15-02-380-003	605 Kennon Road
15-02-380-013	3239 Kishwaukee Street;

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

Calvin presented the Information Technology Status Report for the month of May, 2024.

Scott-Valdez presented the Human Resources Monthly Report for the month of May, 2024.

Mittel presented the Monthly Financial Report, advising that, for the period ending May 31, 2024, Total Revenue received for the one-month period is \$6.7 million and 10.8% of the annual budgeted amount; User Fee Revenue is \$5.5 million year-to-date; Operations & Maintenance Departmental expenditures including encumbrances total \$3.4 million year-to-date and comprise 11.0% of the annual O&M budget expended; Capital purchases total \$1.9 million year to date in actual expenditures.

Jones moved to approve the following Plumbers Bonds and Completed Registrations for the period of May 1-31, 2024:

Company	Bond Type	Bond No.	Expiration Date
Zivak Plumbing, Inc.	PV	LSM1885282	5/31/2024

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

Jones moved to approve the following Annexation Ordinances:

- Ordinance 24 25 A 04: Lot 6 of Plat 2 of the French Quarter
- Ordinance 24 25 A 05: Ferguson Parcels

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

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

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

Bernard presented the CS/IWS/Lab Monthly Report.

Reader presented the Monthly Update and Management Report for Collection Systems.

No Closed Session was needed.

At 6:45 p.m., Jones moved to adjourn the Regular Meeting; seconded by Mowris; motion passed upon roll call vote as follows:

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



Clerk