

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
FOUR RIVERS SANITATION AUTHORITY
JULY 22, 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

* Bernstein arrived at 5:30 p.m.

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; and Susan Skinner, Executive Services Coordinator. Kwame Calvin, Asst. Director, Internal Services, was absent.

Pollack revised the Agenda order to begin with the reports from Plant Operations and Collections Systems.

Cassaro and Reader provided a summary and update on recent torrential rain/tornado activity, the impact on FRSA and FRSA's response to the emergency. Scott-Valdez advised that overtime and other related expenses will be tracked.

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.

Bernsten moved to approve the minutes of the Regular Meeting of June 24, 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

Pollack expressed his gratitude to the staff for all effort expended during the recent storms. He advised that he has been in contact with Chairman Chiarelli with regard to delayed response from ComEd during the emergency. Pollack also advised that he attended the *Go Solar 815 Solar Conference and Expo* on July 18.

Haas stated the Investment Report reflects \$69,625,178.91 total funds invested for the month of June, 2024, with earned interest in the amount of \$270,404.37. Total cash and investments are \$84,252,070.69. Report placed on file.

Haas moved to approve Total General Fund Expenditures for the month of June, 2024, in the amount of \$4,539,470.09, with \$0 Total Special Assessments; 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

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

Jones moved to approve sole source purchase for removal and rehabilitation of three centrifuges from Centrisys Corporation at a total cost of \$101,550.00; 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

Mowris moved to approve emergency sole-source purchase of one Nash Gas Compressor from Gardner Denver Nash in the amount of \$56,889.11; seconded by Jones; 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 approve Snow Avenue Pump Station improvements – equipment procurement, Capital Project No. 2561; from JWC Environmental, Inc., for the sum of \$292,924.00; 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 approve purchase of Wastewater Information Management System RIO-WIMS for \$73,430.00, Pretreatment Information Management System Linko CTS for \$39,690.00 and recurring annual software and maintenance fee of \$41,220.00, from Aquatic Informatics; 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

Fitzgerald advised that the above purchase is not susceptible to Microsoft changes.

Hanson expressed his pride in the professionalism and expertise of the FRSA team in response to the recent storm emergencies. Due to the team's expertise, FRSA was able to maneuver through the challenges without the need for outside contractors. Hanson thanked Baer, Reader and Cassaro for their leadership and exemplary team of professionals.

Jones moved to approve purchase of and Delegation of Authority for property at 509 Kennon Road; 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

Fitzgerald presented the Information Technology Status Report for the month of June, 2024. Highlights included new Customer Service kiosks and status of the Windows 11 upgrade.

Scott-Valdez presented the Human Resources Monthly Report for the month of June, 2024. She advised that a new Payroll Analyst has been hired and will begin work the following Monday.

Scott-Valdez provided the Trustees with an update of 2025 Healthcare for informational purposes only.

Scott-Valdez reminded that she and Hanson will be attending the July 25 Meeting of the Winnebago County Board to present information of FRSA’s transition to monthly billing. She provided the Trustees with a sample communication packet regarding the change.

Scott-Valdez announced the following new employees: Eric Boyer, Utility Technician, Karina Bushnell, Customer Service Representative, and Conner Graceffa, Utility Technician.

Mittel presented the Monthly Financial Report, advising that, for the period ending June 30, 2024, Total Revenue received for the two-month period is \$12.9 million and 20.8% of the annual budgeted amount; User Fee Revenue is \$8.4 million year-to-date; Operations & Maintenance Departmental expenditures including encumbrances total \$5.4 million year-to-date and comprise 17.5% of the annual O&M budget expended; Capital purchases total \$2.3 million year to date in actual expenditures.

Jones moved to approve the following Plumbers Bonds and Completed Registrations for the period of June 1-30, 2024:

	<u>Company</u>	<u>Bond Type</u>	<u>Bond No.</u>	<u>Date of Expiration</u>
1.	Area Mechanical, Inc.	CO	W150439958	5/31/2025
2.	Area Mechanical, Inc.	PU	W150439962	5/31/2025
3.	Area Mechanical, Inc.	PV	W150439965	5/31/2025
4.	Automatic Fire Systems, Inc.	PU	LSM1887863	5/31/2025
5.	Automatic Fire Systems, Inc.	PV	LSM0803892	5/31/2025
6.	Barker Services, LLC	CO	66625995	5/31/2025
7.	Barker Services, LLC	PU	66625973	5/31/2025
8.	Barker Services, LLC	PV	66625986	5/31/2025
9.	Ceroni Piping	CO	400SM2070	5/31/2025
10.	Ceroni Piping	PU	400SV1730	5/31/2025
11.	Ceroni Piping	PV	400SV1728	5/31/2025
12.	Dee's Plumbing	PU	2491888	5/31/2025
13.	Dee's Plumbing	PV	2491886	5/31/2025
14.	Dependable Plumbing, Inc.	PV	LSM1589304	5/31/2025
15.	DPI Construction, Inc.	CO	MLI7309852	5/31/2025
16.	DPI Construction, Inc.	PV	W150438857	5/31/2025
17.	Fischer Excavating Inc.	CO	55221692	5/31/2025
18.	Five Star Plumbing	CO	63608270	5/31/2025
19.	Five Star Plumbing	PU	63608300	5/31/2025
20.	Five Star Plumbing	PV	63608289	5/31/2025
21.	Freed Plumbing	PV	RLI0630523	5/31/2025
22.	Geostar Mechanical, Inc.	PV	63636462	5/31/2025

23.	Hartwig Mechanical, Inc.	PU	2283376	5/31/2025
24.	Hartwig Mechanical, Inc.	PV	2283372	5/31/2025
25.	Held Brothers Plumbing	PU	00B117944	5/31/2025
26.	Held Brothers Plumbing	PV	00B059197	5/31/2025
27.	Infinity Plumbing, Inc.	PV	7901193064	5/31/2025
28.	Kellenberger, Inc.	CO	302442Q	5/31/2025
29.	Kellenberger, Inc.	PV	302442P	5/31/2025
30.	Landmark Excavating	CO	32S541706	5/31/2025
31.	LH Plumbing LLC	PV	RSB4129230	5/31/2025
32.	Midwest Mechanical Works, Inc.	CO	2522182	5/31/2025
33.	Midwest Mechanical Works, Inc.	PV	2520785	5/31/2025
34.	Miller Engineering Co.	PU	25390610	5/31/2025
35.	Miller Engineering Co.	PV	25390611	5/31/2025
36.	Montemayor Construction	CO	66406175	5/31/2025
37.	Nelson Carlson Mechanical	CO	25582291	5/31/2025
38.	Nelson Carlson Mechanical	PU	25390617	5/31/2025
39.	Nelson Carlson Mechanical	PV	25390616	5/31/2025
40.	Northern Illinois Service Co.	CO	LSF224043	5/31/2025
41.	N-Trak Group LLC	CO	354026890	5/31/2025
42.	N-Trak Irrigation, LLC	PV	A150012397	5/31/2025
43.	Olson Plumbing & Well Service, LLC	PV	SY99531	5/31/2025
44.	Prospective Plumbing Corp	CO	2579069	5/31/2025
45.	Prospective Plumbing Corp	PU	2579070	5/31/2025
46.	Prospective Plumbing Corp	PV	2579071	5/31/2025
47.	Roto-Rooter Sewer Service	CO	66242526	5/31/2025
48.	Roto-Rooter Sewer Service	PU	72461042	5/31/2025
49.	Roto-Rooter Sewer Service	PV	66242520	5/31/2025
50.	Spain Construction Inc.	CO	66259682	5/31/2025
51.	Total Plumbing Ltd.	CO	GRIL26757B	5/31/2025
52.	Total Plumbing Ltd.	PV	GRIL26758B	5/31/2025
53.	Troy Lee Excavating	CO	IL100244	5/31/2025
54.	Williams Brothers Plumbing	PU	50701620	5/31/2025
55.	Williams Brothers Plumbing	PV	69905867	5/31/2025
56.	Zivak Plumbing, Inc.	PV	LSM1885282	5/31/2025

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

Jones moved to approve the following Annexation Ordinances:

- Ordinance 24-25 A 09: North Perryville Road
- Ordinance 24 25 A 10: South Bell School
- Ordinance 24 25 A 11: Harvest Hills Trail – Paulson Road
- Ordinance 24 25 A 12: East Rockton Road – Willowbrook Road
- Ordinance 24 25 A 13: East Rockton Road
- Ordinance 24 25 A 14: Kelley 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 Primary Filtration Project – Phase 1; IEPA No. L17-5882, CIP No. 2022, Change Order No. 5; 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

Bernsten moved to approve 2024 Service Cleanout Installations, Capital Project No. 2501, Change Order No. 1, Contractor: Northern Illinois Service Company; 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 approve Professional Services Contract, Facility Plan Update and Project Plan Amendment, Capital Project NO. 1763; 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

Jones moved to approve Professional Services Contract, Collection System Flow Metering, CIP No. 2163; 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 approve Agreement for Cost Recovery with IDOT, 64C24 FAI Route 39 & US 20, Capital Project No. 2435; 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

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

No Closed Session was needed.

At 6:35 p.m., Jones moved to adjourn the Regular Meeting; seconded by Mowris; motion passed upon roll call vote as follows:

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



Clerk

