

**FOUR RIVERS SANITATION AUTHORITY
MEETING OF THE BOARD OF TRUSTEES
SEPTEMBER 22, 2025
5:15 P.M.**

MINUTES

The Four Rivers Sanitation Authority (FRSA) Board of Trustees and staff met in-person at Four Rivers Sanitation Authority, 3501 Kishwaukee Street, Rockford, Illinois, 61109.

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
Richard Mowris	Clerk/Treasurer
Ginger Haas	Trustee
Brad Long	Trustee

Staff present: Chris Baer, Executive Director; Mike Christensen, Director, Plant Operations; Jim Reader, Director, Collection Systems; Matt Campbell, Director, Engineering; Ashley Bernard, Assistant Director, Plant Operations/Customer Service/IWS; Lisa Mittel, Assistant Director, Management Services; Kwame Calvin, Assistant Director, Internal Services; Brittany Patterson, Manager, Human Resources; Susan Skinner, Executive Services Coordinator.

Others in attendance:

- Dan Bouchard, Teamsters
- Tony Rafferty, FRSA
- Scott Barber, FRSA
- Ben Christiansen, FRSA
- Lee Aschim, FRSA
- Angie Good, FRSA
- Ann Wasser, Severson Dells
- Riley Martin, Lauterbach & Amen

Bernsten moved to amend Minutes of August 25, 2025, to correct notation of J.T. Leake to T.J. Leake; seconded by Mowris; motion passed upon roll call as follows:

Ben Bernsten	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Bernsten moved to approve Minutes of August 25, 2025, AS AMENDED; seconded by Mowris; motion passed upon roll call as follows:

Ben Bernsten	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Mowris moved to add presentation by Ann Wasser, Director, Severson Dells, to this section of the meeting; seconded by Long; motion passed upon roll call as follows:

Ben Bernsten	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Ann Wasser, Director, Severson Dells, presented information regarding Severson Dells Watershed Education and Four Rivers Sanitation Authority role in and support for the Program.

Riley Martin, Lauterbach & Amen, LLP, gave a presentation regarding the FRSA Annual Comprehensive Financial Report Ended FY April 30, 2025.

No appearances before the Board.

Pollack welcomed Matt Campbell as the new Director of Engineering.

Pollack advised that he, along with additional Trustees and Directors, attended the IAWA Annual Conference and found the event educational.

Pollack advised that he, along with additional Trustees and staff, will be attending the annual WEFTEC Conference in Chicago. He and Baer requested that anyone else wishing to attend contact Susan asap for arrangements.

Mowris stated the Investment Report reflects \$92,034,081.30 total funds invested for the month of August, 2025, with earned interest in the amount of \$298,306.95. Total cash and investments are \$105,549,621.54. Report placed on file.

Mowris moved to approve Total General Fund Expenditures for the month of August, 2025, in the amount of \$7,148,538.60, with \$0 Total Special Assessments; seconded by Bernsten; motion passed upon roll call as follows:

Ben Bernsten	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Baer advised there are no outstanding agreements on which to report this month.

Bernsten moved to award contract for ITB #25-211, Micro Gas Chromatograph, to the low responsive, responsible bidder, Agilent Technologies, Inc., at a cost of \$51, 781.43; seconded by Haas; motion passed upon roll call as follows:

Ben Bernsten	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Mowris moved to award sole source purchase of one DEENA 4 Sample Preparation and Digestion System from SEAL Analytical in the amount of \$29,975.00; seconded by Haas; motion passed upon roll call as follows:

Ben Bernstein	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Per inquiry from the Board, Mowris moved to authorize a Sole Source Blanket Purchase Order (BPO) for the purpose of securing pipe and fittings through the end of fiscal year 2026; BPO not to exceed \$140,000, purchased from Core & Main, LP; seconded by Long; motion passed upon roll call as follows:

Ben Bernstein	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Long moved to authorize Emergency JWC Environmental Purchase from JWC Environmental, the only authorized regional supplier for Muffin Monster Grinders; seconded by Mowris; motion passed upon roll call as follows:

Ben Bernstein	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Mowris moved to approve performing final Plant Controls System Component Replacement upgrade in the DCB Building through Gexpro, the only authorized regional supplier of Emerson controls components; seconded by Bernstein; motion passed upon roll call as follows:

Ben Bernstein	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Haas moved to reject RFP #25-210, Physical Security Services, due to non-response; seconded by Bernstein; motion passed upon roll call as follows:

Ben Bernstein	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Baer advised that FRSA will be going out for quote again on this subject.

Baer welcomed Matt Campbell as the new Director of Engineering.

Baer congratulated all on a successful Wellness Fair.

Baer echoed Pollack's remarks regarding the IAWA Annual Conference and upcoming plans for WEFTEC 2025 in Chicago.

Baer reminded Trustees that a photographer will attend the next Board Meeting to take Board group portrait.

Baer commented that plans are in work for a holiday reception on December 19.

Baer provided update that meeting took place with Village of New Milford with Trustee Haas in attendance. Discussion subject was sewer extension serving the area immediately west of I-39 and Baxter Road.

Baer advised that a Belvidere extension/Irene Road meeting is scheduled to take place next month.

Bernsten moved to approve Resolution 25 26 08, Amended & Restated Intergovernmental Agreement (IGA) for Assessment Complaint Intervention, and authorization for FRSA Board President to sign Agreement without additional Board approval; seconded by Haas; motion passed upon roll call as follows:

Ben Bernsten	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Long moved to approve FRSA support of Severson Dells Water Management Education Program; total support shared equally with City of Rockford; FRSA amount will be \$18,062.50; seconded by Mowris; motion passed upon roll call as follows:

Ben Bernsten	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Pollack directed that, as this type of community support is a valid goodwill gesture from FRSA, support of such items should be discussed during future budget consideration.

Patterson presented the Human Resources Monthly Report.

Mowris moved to approve FRSA Employee Handbook, September 2025 Revision; seconded by Bernsten; motion passed upon roll call as follows:

Ben Bernsten	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Bernsten moved to approve Resolution 25 26 07, Board of Trustees Human Resources Authorization; seconded by Mowris; motion passed upon roll call as follows:

Ben Bernsten	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Calvin presented the Information Technology and Safety reports for the month.

Mittel presented the Monthly Financial Report, advising that, for the period ending August 31, 2025, Total Revenue received for the four-month period is \$22.3 million; User Fee Revenue is \$16.6 million year-to-date; Operations & Maintenance Departmental actual expenditures total \$9.5 million for the four-month period of FY26; Capital project expenditures total \$13.6 million year-to-date. Debt service payments for August total \$875,037 for principal and interest.

Bernsten moved to approve the following plumbing contractor registration for the month of August, 2025:

Company	Bond Type	Bond No.	Date of Expiration
A Master Rooter 2, Inc.	PV	73737956	5/31/2026

seconded by Mowris; motion passed upon roll call as follows:

Ben Bernsten	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Bernsten moved to approve Collection Systems Operations Facility Fuel Station, Capital Project No. 2389, Change Order No. 1 – FINAL; Contractor: Stenstrom Petroleum Group; seconded by Bernsten; motion passed upon roll call as follows:

Ben Bernsten	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Mowris moved to approve 2024-2025 Sanitary Sewer System Lining, Capital Project No. 2537, Final Quantities, Change Order No. 3. Contractor: Insituform Technologies, Inc.; seconded by Haas; motion passed upon roll call as follows:

Ben Bernsten	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Mowris moved to approve Resolution 25 26 05, Nutrient Removal Facility Plan Update, Project Plan Amendment, CIP 1763; seconded by Long; motion passed upon roll call as follows:

Ben Bernsten	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Mowris moved to approve Resolution 25 26 06, IEPA Loan Application Documents Authorized Representative; with signature authority to Executive Director; seconded by Long; motion passed upon roll call as follows:

Ben Bernsten	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Mowris moved to approve Agreement for Cost Recovery with IDOT; 64R72 FAP 525 US 20; Capital Project No. 2635; seconded by Bernsten; motion passed upon roll call as follows:

Ben Bernsten	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Mowris moved to approve 2025-2026 Sanitary Sewer System Lining Intergovernmental Agreement (IGA) with City of Belvidere, Illinois; seconded by Bernsten; motion passed upon roll call as follows:

Ben Bernsten	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

Bernsten moved to approve promotion of Lee Aschim to the position of FRSA Assistant Director of Engineering; seconded by Haas; motion passed upon roll call as follows:

Ben Bernsten	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye

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

Christensen provided updates on Plant Operations plans, opportunities and compliance, and presented monthly trend reports.

Bernard presented the Customer Support/IWS/Lab Report for the month.

Reader presented the Monthly Update/Summary, Trend Reports and Management Report for Collection Systems.

No Closed Session took place.

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

Ben Bernstein	Aye
Rick Pollack	Aye
Ginger Haas	Aye
Richard Mowris	Aye
Brad Long	Aye



Richard W. Mowris
Clerk