

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ROCK RIVER WATER RECLAMATION DISTRICT
MONDAY, JANUARY 27, 2014**

The Regular Meeting of the Board of Trustees of the Rock River Water Reclamation District was called to order at 5:34 p.m. in the Board Room at the District's Administration Building, 3501 Kishwaukee Street, Rockford, Illinois. The following Trustees were present, representing the full membership of the Board:

Donald Massier	President
Donald Kerestes	Clerk/Treasurer
Elmer Jones	Trustee
Rick Pollack	Trustee

Staff members present: Steven Graceffa, District Director; Dana Carroll, Engineering Manager; Larry McFall, Plant Operations Manager; Frank Papke, Business Manager; Michael Robertson, Information & Technology Services Supervisor; and Deborah Lyons, Executive Services Coordinator.

Others present: William Howard, Attorney for the District; Sarah Johnson, Wallace E. Johnson, Jr., Betty Warneke, and Tom Mulholland, residents of the Queen Oaks Drive project; Tyler Nelson, City of Rockford; Lynne Strathman, Winnebago County Board, District 1; and Jonathan Eash, resident of the Fuller Creek project.

President Massier stated the meeting was being recorded.

Trustee Pollack moved to approve the Minutes of the Regular Meeting of December 23, 2013; seconded by Trustee Jones; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

Lynne Strathman stated she wanted to talk about Fuller Creek Phase C. She thanked the Board for approving the reassessment; unfortunately, what was presented on January 17 was not what the property owners had requested. The last page of the report reads, "Pump Station Route Alternative. At the request of the impacted property owners along Kent Creek alignment, the alternative of using pumping stations and force main to avoid certain properties was investigated." Mr. Gronewold from Fehr Graham made the comment that it was the property owners' request to avoid the farm land. That is not what was requested. At the meeting in October, Mr. Graceffa agreed to look at the cost to go down the ComEd bike path easement. Instead of it going on the north side of the property owners in question, it went through the wooded area and then down along Cunningham Road. But that is not what had been requested. There is definitely some miscommunication going on.

Trustee Massier stated we have done it. It was \$9 million.

Vice President Hawks entered the meeting.

Lynne Strathman stated the analysis presented in October raised some questions to the property owners; she and the residents wanted an engineering clarification but did not get it.

Engineering Manager Carroll stated Ms. Strathman believes the property owners asked for an analysis of a design that would put a pump station in Winnebago and pump all the way to Meridian Road. Staff stepped back and asked what makes sense to do by pump station and force main. I think that is where staff diverged from what they were asking us to do.

Lynne Strathman stated they (she and the residents) keep asking questions, but the answers given at different times seem contradictory. They thought they were getting an analysis of putting a force main down the whole ComEd easement. On January 17 they were told you cannot hook up directly to a force main. Then someone said a trunk line cannot be connected to houses. They hear little bits and pieces that raise more and more questions. Her fear is that their questions continue to be answered just enough that the questioning process will continue past the point of no return, and the questions become mute. In October, she asked questions; she believes the responses were just rhetoric.

Lynne Strathman stated questions about the difference between the property value of Queen Oaks where the trunk line is going down the middle of the road and the houses being connected versus the property value when the easement is cutting a minimum of 60' in the middle of the property were not addressed.

Engineering Manager Carroll stated the construction easement is 60', which is temporary; the permanent easement is 20', or could be 30' if the sewer is exceptionally deep.

Trustee Pollack stated the District was given a list of 18 questions; we went through those and answered them. Lynne Strathman stated there are still unanswered questions.

Trustee Pollack stated there were 21 people at the January meeting. The meeting was dominated by one property owner's attorney. There was a group that never spoke. Five people spoke, one was an attorney who basically pushed things off to the benefit of those who did speak. These meetings should have a sign in sheet so we know who they are. The property owners should be able to speak. If a homeowner has an attorney present, then that is a different situation and the District should also have an attorney present. It was supposed to have been a presentation.

Ms. Strathman stated they thought the meeting was going to be a presentation on the question they had asked. Mr. Gronewold said it was to go around farm land. That was not what was requested by the residents, so immediately the property owners were put off. She stated she does not represent just those twenty-five property owners; she also represents the residents

of the Village of Winnebago. There are now property owners claiming they have been lied to. She feels they are getting small bits of conflicting information.

Trustee Pollack stated he respects staff and does not think they are lying. This is a professional staff. When they give an answer in a certain context, they are speaking from a point of expertise.

Lynne Strathman had hoped the residents would get the analysis they had requested and would see the good that the District is trying to accomplish. What she is hearing from staff and the Board is that the District has the power to put the sewer where they want it and that is what is going to happen, so she is wasting her time advocating. She asked for a cost analysis of a force main down ComEd property to Winnebago as opposed to a gravity pipe. The analysis was for a gravity line at \$10 million. She asked the drop dead date for this project.

President Massier asked what Lynne Strathman meant by a drop dead date. Lynne Strathman stated in September 2012 she was told the District was looking at the project being EPA approved and funded in February 2014.

President Massier stated no decision has been made.

District Director Graceffa stated it became immediately clear when staff requested a force main option from the consultant that a force main the entire length was not possible because of the development. Evidently staff has been unable to successfully communicate the difference between a force main and the gravity option.

President Massier stated we did not look at a force main for the entire length because we are not going to do that due to existing development in the area from Meridian to Weldon Roads.

Lynne Strathman stated the District has no desire to look at other options.

President Massier stated we are looking at putting a sewer along the creek which is a normal engineering practice. It crosses farmland. We're not putting in a road which would be there forever and the landowners would lose their property.

Lynne Strathman stated this is not the presentation she had meant to give. It is okay to avoid the creek going to Westlake, but it is not okay to avoid this creek. It is okay to do a force main down the ComEd line along Highway 20 but it is not okay to do a force main down the ComEd line down the bike path. This is the problem the District is causing. The residents are not getting the analysis they wanted. It has just raised more questions and more frustrations. She had wanted to get the confusion cleared up.

President Massier asked staff to find where the District looked at putting a force main down the ComEd easement.

President Massier stated WinGIS did not meet this month; there was no report.

Tyler Nelson from the City of Rockford had no report.

Trustee Kerestes stated the Investment Report showed Total Funds invested for the month of December in the amount of \$12,185,919.93; interest earned was \$5,218.76. Report placed on file.

Trustee Kerestes moved to approve the General Fund expenditures for the month of December 2013 in the amount of \$7,811,199.90; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

Trustee Kerestes stated there were no Special Assessment expenditures for the month.

Status of Outstanding Agreements: (1) Staff understands that the Village is getting ready to approve the McDonald Creek Trunk South Branch extension agreement. (2) A draft agreement for Harrison Avenue Reconstruction, 9th Street to 20th Street, is at the City. The City has come back with some concerns. Staff is reviewing the issues and will get back with the City to work it out. (3) A draft agreement for 22nd Avenue Sanitary Sewer Extension, 6th Street to 7th Street, is at the City for review.

The Board elected to not discuss Fuller Creek Phase C at this time.

Trustee Hawks moved to award the contract for one Muffin Monster Grinder to the low responsive and responsible respondent, JWC Environmental, LLC, for the cost of \$19,411.00; seconded by Trustee Kerestes; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

Trustee Hawks moved to approve the contract for one Primary Sludge Pump (alternate bid in which the motor is coupled to the pump with pins) to the low responsive and responsible respondent, NETZSCH Pumps North America, LLC, for the cost of \$16,478.00; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye

Donald Kerestes	Aye
Rick Pollack	Aye

Trustee Kerestes moved to authorize the President to award the contract for Sanitary Sewer Lining Liberty Drive/Pierpont Avenue to the low responsive, responsible bidder, Insituform Technologies USA, LLC, for the sum of \$497,435.80; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

District Director Graceffa stated staff has received a call from a self-appointed representative of some residents who wish to discuss their concerns concerning their bills with the Board. Staff will meet with them. If unable to resolve those concerns, staff will ask for a Special Board Meeting.

Trustee Kerestes moved to approve the Policy on Recognition of Employee Initiative, Merit, and Longevity, 14gen10, as revised by staff; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

No plumber bond registrations were completed during the month of December 2013.

Attorney Howard requested all of his items be moved to Executive Session under Exemption Numbers 11 and 21 of the Open Meetings Act.

Trustee Kerestes moved to approve the Easement for the month; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

Fuller Creek Phase C
Randall and Carol Schultz

Trustee Kerestes moved to approve Annexation Ordinance 13/14-A-01 annexing an area described as 19.95 acres and known as Croydon/Harlem, Loves Park; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

Trustee Jones moved to approve Queen Oaks Drive Special Assessment No. 115 Request for Withdrawal for PIN 08-19-152-040; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

Trustee Jones moved to approve the engineering for hydraulics analysis for Main Pump, Pumps 1 & 3 Replacement, CIP No. 1422, and extension of the model through the plant for the proposed fee of \$62,800.00; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

Trustee Jones moved to approve the Backflow Prevention Program to assist impacted properties through reimbursement of up to \$1,000 for installation of a backflow prevention device; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

Trustee Kerestes moved to approve Fuller Creek Regional Forcemain No. 777, Change Order No. 3, extending the completion date 25 calendar days for substantial contract completion to January 24, 2014, and until May 23, 2014, to complete all restoration and punch list items; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye

Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

Trustee Jones moved to approve Cherry Valley Pump Station Wet Well, CIP 1318, Change Order No. 5, extending the completion date to January 31, 2014, for substantial completion (final completion date not changed); to stabilize the area around the existing pillar foundation and to repair the pillar masonry for an additional cost of \$6,837.90, and for a revised contract amount of \$3,083,557.77; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

Trustee Pollack moved to approve a purchase order to Siemens for Dystor No. 3 Membrane Repair/Replacement in the amount of \$99,362.00; seconded by Trustee Kerestes; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

In the month of December, District crews completed 37 services, 4 mainline point repairs and had 5 emergencies. Nineteen manhole tickets were completed for the month; but the backlog has increased slightly. The cleaning schedule for 2013 was completed on time. We also had 2 main line backups for the month. This gave us a total of 38 backups for the year, which is two more than last year, but 6 of those backups were related to rain events.

Business Manager Papke stated for the month ending December 31, 2013, the Income Statement shows user fee revenue 15% over budget month to date and equal to budget year to date. Total revenue is 13% over budget month to date and 7% over budget year to date. O&M expenses are 3% under budget year to date. The Income Statement shows \$4,553,121.00 net operating income through December 31, 2013. The Statement of Cash Flows shows \$6,037,242.00 decrease in cash for the 2013-2014 fiscal year. General Fund cash ended the month at \$6,085,174.00. The total number of full time positions as of December 31 was 111; total number of full time employees was 110; the vacant position was for a Surveyor Technician

Trustee Hawks moved to approve the updates to the Purchasing Procedures Policy, 13Bus5; Investment Policy, 13Bus8; and Application Acceptance and Employment Decisions Policy, 1Pers8, as presented by staff; seconded by Trustee Kerestes; **motion passed** upon roll call as follows:

Elmer Jones	Aye
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Lloyd Hawks	Aye
Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

Trustee Kerestes moved to approve the updates to Employee Policy Handbook, Section 7, Health and Safety – Work Rule 7/9; and Section 8, Discipline – Work Rule 8/4 as presented by staff; seconded by Trustee Jones; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

Trustee Hawks moved to approve Combined Rate & Fee Ordinance, Ordinance No. 13/14-R-02; seconded by Trustee Kerestes; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

Business Manager Papke presented the Tentative Budget and asked if the Board wanted to discuss any items. Staff projects revenue, O&M expenses, and capital project costs based on data and other information available at the time of the budget's formation.

Business Manager Papke presented a Monthly Rockford Pumpage Chart for the Board's reference.

President Massier asked Lynne Strathman to write down what it is she is looking for in this engineering study before she leaves so there is no confusion.

Trustee Hawks moved to recess the Regular Meeting of the Board of Trustees to hold the Regular Meeting of the Committee of Local Improvements and to move into Closed Session in accordance with the Open Meetings Act at 5 ILCS 120/2(c), Exemption Numbers 11 and 21; seconded by Trustee Kerestes; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

The Regular Meeting recessed at 6:52 p.m.

The Regular Meeting of the Board of Trustees reconvened at 7:26 p.m. President Massier stated no votes or actions were taken or decisions made in Closed Session.

Trustee Kerestes moved to approve the release of minutes of Closed Sessions as recommended by the Attorneys; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

There being no further business to come before the meeting, Trustee Hawks moved to adjourn; seconded by Trustee Kerestes; the meeting adjourned at 7:27 p.m.

Clerk