

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ROCK RIVER WATER RECLAMATION DISTRICT
WEDNESDAY, MAY 28, 2014**

President Massier called to order the Regular Meeting of the Board of Trustees of the Rock River Water Reclamation District at 5:15 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 |
| Lloyd Hawks | Vice President |
| Donald Kerestes | Clerk/Treasurer |
| Elmer Jones | Trustee |
| Rick Pollack | Trustee |

Staff members present: Steve Graceffa, District Director; Dana Carroll, Engineering Manager; Larry McFall, Plant Operations Manager; David Cook, Supporting Services Manager; Frank Papke, Business Manager; and Deborah Lyons, Executive Services Coordinator.

Others present: William Howard, Attorney for the District.

President Massier stated the meeting was being recorded.

Trustee Hawks moved to approve the Minutes of the Public Hearing, Regular Meeting, and Closed Session of April 28, 2014; 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 Kerestes moved to approve the Minutes of the Special Meeting of May 7, 2014; 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 retain the slate of officers and appointments for the Board of Trustees and the Committee of Local Improvements as follows:

Board of Trustees:

| | |
|-----------------|------------------|
| Donald Massier | President |
| Lloyd Hawks | Vice President |
| Donald Kerestes | Clerk/Treasurer |
| Steve Graceffa | Assistant Clerk |
| Donald Massier | Hearings Officer |

Committee of Local Improvements:

| | |
|-------------------|-------------------|
| Board of Trustees | Committee Members |
| Donald Massier | President |
| Lloyd Hawks | Vice President |
| Donald Kerestes | Secretary |
| Steve Graceffa | Collector |

The motion on the floor was 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 |

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

Trustee Kerestes stated the Investment Report showed Total Funds invested for the month of April in the amount of \$24,475,754.28; interest earned was \$5,814.91. Report placed on file.

Trustee Kerestes moved to approve the General Fund expenditures for the month of April 2014 in the amount of \$3,330,504.00; 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 Kerestes stated there were no Special Assessment expenditures for the month.

Status of Outstanding Agreements: (1) Staff has received comments from the Village on the McDonald Creek Trunk South Branch Agreement; staff will be working on it. (2) A re-work of Harrison Avenue Reconstruction Agreement (9th Street to 20th Street) is being reviewed by the City. (3) The 22nd Avenue Sanitary Sewer Extension, 6th Street to 7th Street, agreement will soon come to the Board for approval. (4) North Main Street Sewer Rehabilitation – North of Auburn, CIP 1214, Professional Services Contract (Engineering) was on the Agenda for discussion later in the meeting.

0114

Trustee Pollack moved to approve Fuller Creek Trunk Phase C Easement Condemnation (Dimke) Ordinance, Ordinance No. 13/14-M-13; seconded by Trustee Jones. President Massier stated staff has been very patient with Mr. Dimke, waiting yet another two months for a positive response to District's negotiation attempts. The **motion on the floor 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 award the contract for Collection System Repairs 2014-2015, CIP No. 1554, to the low responsive, responsible bidder, GO Excavating, Inc., for the sum of \$496,800.00; 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 Pollack moved to send a letter of appreciation and a \$50.00 dinner gift certificate to the Special Assessments Commissioner, Mark Crosby, in recognition of the work he does for the District for which he receives no compensation; 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 two employees will be retiring from the Supporting Services Department on Friday, May 30, and read the following plaques into the record:

*Jesse Campos
Congratulations on Your Retirement
Thank You for 22 Years
Diligent and Faithful Service
Board of Trustees
May 28, 2014*

*Joseph K. Castiglioni
Congratulations on Your Retirement
Thank You for 30 Years
Diligent and Faithful Service
Board of Trustees
May 28, 2014*

Trustee Hawks moved to approve the CBA Reopener Supplement stipulating a 2.5% wage increase effective May 1, 2014, 3% wage increase effective May 1, 2015, and a 1% increase for medical insurance premiums effective May 1, 2015, and to approve the same wage and premium increases for District's non-union employees; 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 Dalgard matter was moved to Closed Session under Section 11 of the Closed Meetings Act.

District Director Graceffa presented letters addressed to State Senator Dave Syverson and State Representative Joe Sosnowski expressing the District's thanks for their support of the bill clarifying language concerning corporate/District boundaries in the 1917 Act, SB2814, and requested the Trustees co-sign the letters. President Massier supports the action; no one objected.

President Massier stated the District is looking to Attorney Howard to guide the District through the dangerous path ahead in implementing the language changes created by the bill.

Attorney Howard stated he had one matter for Closed Session under Section 11 of the Closed Meetings Act.

Trustee Jones moved to approve the Plumber Bond Report for April/May 2014 as presented; 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 |

| Company | Bond No. | Expiration |
|----------------------|-----------------|-------------------------|
| Area Mechanical | 2123654 | 05/31/2015 |
| | 2123655 | 05/31/2015 |
| | 2130551 | 05/31/2015 |
| Civil Constructors | LPM8825181 | 05/31/2015 |
| Collins Sanitary LLC | 2022069 | 05/31/2015 |
| Dale's Plumbing | RSB4081572 | 05/31/2015 |
| | | RSB0807842 05/31/2015 |
| Evergreen Irrigation | 61640383 | 05/31/2015 |
| Five Star Plumbing | 93-VU-5150-5 | 05/31/2015 |
| | | 93-WJ-3388-2 05/31/2015 |

| | | | |
|---------------------------|------------|------------|------------|
| | 05/31/2015 | | |
| Freed Plumbing | RLI630523 | 05/31/2015 | |
| Go Excavating | 0580375 | 05/31/2015 | |
| Held Bros Plumbing | B059197 | 05/31/2015 | |
| Lungo's Plumbing | 1841480 | 05/31/2015 | |
| Miller Engineering | R-25390611 | 05/31/2015 | |
| | | R-25390610 | 05/31/2015 |
| Northern Illinois Service | 2734096 | 05/31/2015 | |
| Northern Mechanical, Inc. | 404009411 | 05/31/2015 | |
| N-Trak Group LLC | 354026890 | 05/31/2015 | |
| Packard Excavating | 7900646996 | 05/31/2015 | |
| Pearson Plumbing | RNB-488280 | 05/31/2015 | |
| | | RLI-488281 | 05/31/2015 |
| Pershing Services | 23033691 | 05/31/2015 | |
| Service Plumbing | 9399543 | 05/31/2015 | |
| Troy Lee Excavating | RSB0703099 | 05/31/2015 | |
| Williams Bros Plumbing | 69905867 | 05/31/2015 | |
| | 50701620 | 05/31/2015 | |

Trustee Jones moved to approve the Easement for the month as presented; 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 |

McDonald Creek Trunk South Branch
Machesney 173, LLC

Trustee Jones moved to approve Annexation Ordinance 14/15-A-01 annexing an area described as 1.04 acres at Roosevelt/Parkview Estates, Machesney Park, identified as PINS 08-30-426-001, 08-30-426-002, and 08-30-426-003; 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 Annexation Ordinance 14/15-A-02 annexing an area described as 4.69 acres located in Pyramid Industrial Park, Rockford, identified as PINS 16-04-303-014 and 16-04-351-011; 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 Fuller Creek Trunk, CIP No. 0777, Regional Pumping Station, Change Order No. 2, and Trunk Sewer, Phase B, Change Order No. 2, allowing time extension for the projects to compensate for time lost due to bad weather; 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 |

Staff stated a change order will soon be brought to the Board for South Main Street Sanitary Sewer Modifications 2014, CIP 1257, for work beyond the scope outlined in the original contract including replacement of an improperly sized sewer pipe and the abandonment of a sanitary sewer riser for which there were no records. It is estimated the change order for the additional work will be approximately \$20,000.00. Also, Supporting Services has identified six (6) additional sanitary services that need to be replaced for a cost of approximately \$36,000.00. These changes together will add a total of approximately \$56,000.00 to the final contract number.

Trustee Kerestes moved to approve North Main Street Sewer Rehabilitation – North of Auburn, CIP 1214, Professional (Engineering) Services Contract to R. K. Johnson & Assoc. for the proposed fee of \$35,000.00 to enable the District to get the construction documents completed on IDOT's required timetable; 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 Co-Digestion Receiving Station, Capital Project No. 1155, Change Order No. 2, providing compensation for three design modifications, for a deduct of \$1,047.08 to the contract and a revised contract amount of \$3,978,453.92; 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 |

0118

Trustee Pollack moved to rescind Rock 39, Winnebago County Sewer Cooperative Extension Agreement as approved at the Regular April Meeting and to approve Rock 39, Winnebago County Sewer Cooperative Extension Agreement – Second Revision as presented by staff this month; seconded by Trustee Kerestes; **motion passed** upon roll call as follows:

| | |
|-----------------|--------|
| Rick Pollack | Aye |
| Donald Kerestes | Aye |
| Donald Massier | Aye |
| Lloyd Hawks | Absent |
| Elmer Jones | Aye |

Plant Operations Manager McFall stated the District has received the first load of high strength waste and we are now in the start up phase of the project. Staff hopes the process will be fully functional within a month.

Trustee Pollack moved to approve filling the vacant position of Treatment Plant Operator and any subsequent positions that are vacated as a result of upward movement within the District; 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 |

In the month of April, District staff completed 33 services, 7 main line repairs, 23 emergencies and 32 manhole tickets. The back-log of manhole tickets increased in part due to review of CIP projects for local communities. Crews also responded to 6 mainline backups and completed 21 restoration tickets.

Business Manager Papke stated for the month ending April 30, 2014, the Income Statement shows user fee revenue 16% over budget month to date and 1% over budget year to date. Total revenue is 15% over budget month to date and 6% over budget year to date. Interest month to date is a negative due to market fluctuation. O&M expenses are about equal to budget year to date. The Income Statement shows \$4,118,027 net operating income through April 30, 2014. The Statement of Cash Flows shows \$5,815,795 increase in cash for the 2013-2014 fiscal year. General Fund cash ended the month at \$17,938,211. The total number of full time positions as of April 30 was 111; the total number of full time employees was 109; the vacant positions were Surveyor Technician and Project Engineer II – Management Associate.

Trustee Pollack moved to approve filling the vacant position of Billing & Collection Clerk and any positions vacated as a result of upward movement within the District; seconded by Trustee Jones; **motion passed** upon roll call as follows:

| | |
|-------------|--------|
| Elmer Jones | Aye |
| Lloyd Hawks | Absent |

| | |
|-----------------|-----|
| Donald Massier | Aye |
| Donald Kerestes | Aye |
| Rick Pollack | Aye |

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 Number 11; 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 |

The Regular Meeting recessed at 5:58 p.m.

The Regular Meeting of the Board of Trustees reconvened at 6:20 p.m. President Massier stated no votes or actions were taken or decisions made in Closed Session.

There being no further business to come before the meeting, Trustee Hawks moved to adjourn; seconded by Trustee Pollack; the meeting adjourned at 6:21 p.m.

Clerk