

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ROCK RIVER WATER RECLAMATION DISTRICT
MONDAY, JULY 28, 2014**

President Massier called the Regular Meeting of the Board of Trustees of the Rock River Water Reclamation District to order 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:

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; Michael Robertson, Information & Technology Services Supervisor; and Deborah Lyons, Executive Services Coordinator.

Others present: William Howard, Attorney for the District; Mike Gronewold, Fehr Graham; and Paul Boersma, Black & Veatch.

President Massier stated the meeting was being recorded.

Trustee Hawks moved to approve the Minutes of the Regular Meeting and Closed Session of June 23, 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

President Massier stated WinGIS met and prepared the tentative budget and approved a fly-over for next year. President Massier asked Information & Technology Services Supervisor Robertson to share about iFiber.

ITS Supervisor Robertson stated over the past several years WinGIS agencies have shared a common Comcast supplied network, and some agencies have used it as their outbound internet connection. WinGIS has moved to iFiber which improves performance as well as costs. The District is relocating some of its Comcast functions to iFiber, for an anticipated overall savings of about \$7,000 per year, as well as about 60 times the potential performance. The corresponding City franchise tax to the District will also be eliminated.

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Trustee Kerestes stated the Investment Report showed Total Funds invested for the month of June in the amount of \$24,792,748.54; interest earned was \$6,758.38. Report placed on file.

Trustee Kerestes moved to approve the General Fund expenditures for the month of June 2014 in the amount of \$3,063,612.27; 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 the Special Assessment expenditures for the month of June 2014 in the amount of \$469,036.93; 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

Status of Outstanding Agreements: (1) Staff's working on language with the Village of Machesney Park on the McDonald Creek Trunk South Branch Agreement. (2) The Harrison Avenue Reconstruction Agreement (9th Street to 20th Street) is moving through design now; staff hopes to bring the Agreement to the Board soon. (3) District is waiting for the City's schedule for the 22nd Avenue Sanitary Sewer Extension, 6th Street to 7th Street. (4) A draft agreement for North Main Street Sewer Rehabilitation (North of Auburn), CIP 1214, is moving through design; staff hopes to bring the Agreement to the Board soon.. (5) Dry Creek Trunk Phase 3 and Willowbrook Road Lateral Sewer Extension (Roscoe) is on tonight's Agenda for Board action.

Trustee Pollack moved to award the contract for Houghton Street Sewer Replacement, CIP No. 1535, to the low responsive, responsible bidder, GO Excavating, for a cost of \$79,990.00; 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

Attorney Howard stated he had two matters which he requested be moved to Closed Session.

Trustee Pollack moved to approve the Plumber Bond Report for June/July 2014 as presented; 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

Company	Bond No.	Expiration
Abel Plumbing	9916168	05/31/2015
Hart & Sons LLC	GRIL21699B	05/31/2015
Spain Construction	61062439	05/31/2015

Trustee Jones moved to approve the Easements for the month as presented in staff’s revised memo; 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

Dry Creek North Trunk Sewer Phase 3
Ruth M. Dwyer Residuary Trust and Andre J. Dwyer Estate

Fuller Creek Phase C
Edward P. Keeling

Trustee Jones moved to approve Annexation Ordinance 14/15-A-05 annexing an area described as 29.57 acres at Spring Creek Crossing, Rockford, identified as PINS 12-15-227-008 thru -011 and -018; 12-15-228-005, -006, -008 thru -010, 12-15-229-003 thru -006 and -008 and 12-15-230-001; 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-06 annexing an area described as 1.75 acres Lot 2, RosRoc Subdivision, Roscoe, identified as PIN 04-17-400-032; 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

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Trustee Kerestes moved to approve the ordinance authorizing the New Milford Commons Sanitary Sewer Area, Special Assessment No. 129, Project, Ordinance 14/15-S-01; 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 Collection System Repairs 2014-2015, CIP No. 1554, Change Order No. 1 to include an additional four (4) next priority projects to the contract for an adder of \$63,000.00 and a final contract price of \$559,800.00; 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 Kerestes moved to approve Queen Oaks Sanitary Sewer Extension, Special Assessment No. 115, Change Order No. 1 extending the contract completion date from August 19, 2014, to September 19, 2014; 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 approve Smythe Avenue Sewer Extension Cost Recovery Agreement, Assignment of Reimbursement, transferring the assignment of cost recovery from Carz R Us to Machesney Park; 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 Pollack moved to approve Sanitary Sewer Lining Liberty Drive/Pierpont Avenue, CIP No. 1104, Change Order No. 1, providing for additional work to temporarily grout two (2) leaking joints as needed prior to completing the lining work adding \$6,550.00 to the contract for

a final contract amount of \$504,065.80; 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

Trustee Pollack moved to approve Excess Flow Station, CIP No. 1106, Consultant Contract Amendment No. 2, in compliance with IEPA loan requirements and for increased labor costs due to the consultant's fee being set in the year 2010 and other labor considerations for an additional fee of \$64,245.00 and an adjusted contract amount of \$410,066.00; 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 Pollack moved to authorize the President to sign the Co-digestion High Strength Waste Receiving Facility, Phase 2, CIP No. 1155, Consultant Agreement Amendment #2 for a fee of \$57,000 allowing this project to proceed; 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 Fuller Creek Trunk, Phase C, Condemnation (Falconer), CIP No. 1153, Ordinance 14/15-M-04, authorizing the attorney to proceed with condemnation if negotiations fail; 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 Dry Creek North Trunk Sewer Phase 3 and Willowbrook Road Lateral Sewer Extension Agreement, CIP No. 1531, providing that District participate at one-third cost of the sewer for an estimated cost to the District of \$87,000.00, and a temporary variance setting forth the condition that no new development of any kind may be

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approved by the Village for the upstream parcel unless the sewer is extended; 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 Regional Forcemain, CIP No. 0777, Change Order No. 4 providing a time extension for work that could not be completed due to the proximity of two other ongoing Fuller Creek projects; 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 authorize the Director to purchase a single grinder unit for the emergency replacement of the bar screen at Machesney Park Pump Station, CIP No. 1553, for a cost not to exceed \$80,000.00; 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

Plant Operations Manager McFall stated the high strength waste receiving facility is operating very well and producing about 25 Mwh per day.

Trustee Jones moved to approve filling the open position of Lab Technician III with a Lab Technician II, to hire a temporary employee until a permanent replacement is found, and to fill any positions that may become open as a result of 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 June, District staff completed 9 services, 5 main line repairs, 16 emergencies and 41 manholes tickets. The back-log of manhole tickets increased for the month. Crews also responded to 5 mainline backups and completed 52 restoration tickets.

Trustee Pollack moved to approve filling the open position of Utility Technician and to fill any positions that may become open as a result of 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

Business Manager Papke stated for the month ending June 30, 2014, the Income Statement shows user fee revenue equal to budget month to date and 6% under budget year to date. Total revenue is 1% under budget month to date and 2% under budget year to date. O&M expenses are 5% under budget year to date. The Income Statement shows \$1,629,095 net operating income through June 30, 2014. The Statement of Cash Flows shows \$857,679 increase in cash for the 2014-2015 fiscal year. General Fund cash ended the month at \$18,806,781. The total number of full time positions as of June 30 was 111; the total number of full time employees was 109; the vacant positions were Project Engineer III – Management Associate, and Treatment Plant Operator.

Trustee Pollack 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 5:45 p.m.

The Regular Meeting of the Board of Trustees reconvened at 5:59 p.m. President Massier stated no votes or actions were taken or decisions made in Closed Session.

Upon Attorney Howard's recommendation, Trustee Pollack moved to not release any Closed Session minutes at this time; seconded by Trustee Kerestes; **motion passed** upon roll call as follows:

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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 Pollack moved to adjourn; seconded by Trustee Kerestes; the meeting adjourned at 6:00 p.m.

Clerk