

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ROCK RIVER WATER RECLAMATION DISTRICT
MONDAY, DECEMBER 23, 2014**

President Massier called the Regular Meeting of the Board of Trustees of the Rock River Water Reclamation District to order at 10:30 a.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: Bill Howard and Robert Torbert, Attorneys for the District; Jamie Rott and Michael Montana, City of Rockford.

President Massier stated the meeting was being recorded.

Trustee Hawks moved to approve the Minutes of the Regular Meeting and Closed Session of November 24, 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

Jamie Rott stated the CIP list is in process and projects are being identified. They are developing the plans for the Harrison Avenue and North Main project which is with IDOT, as well as North Main Street, Phase 2.

Technology Services Supervisor Robertson stated the WinGIS Policy and Technical Committees met jointly. The County is lead agency and has approved a contract with Cidwell for a flyover of the County in the spring. Also, WinGIS's current projects for the member agencies were reviewed.

Trustee Kerestes stated the Investment Report showed Total Funds invested for the month of November was \$28,865,555.43; interest earned was \$7,304.38. Report placed on file.

Trustee Kerestes moved to approve the General Fund expenditures for the month of November 2014 in the amount of \$2,298,698.67; 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 approve the Special Assessment expenditures for the month of November 2014 in the amount of \$623.56; 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

Status of Outstanding Agreements: (1) The District has had some conversations with the Village of Machesney Park for the McDonald Creek Trunk South Branch in the past month, and it should start moving again in the early part of next year. (2) Staff is waiting for design work to progress to the point that costs for the Harrison Avenue Reconstruction Agreement (9th Street to 20th Street) can be determined. It should be ready in a month or two. (3) Staff is waiting for the project to progress to the point that costs can be determined for the North Main Street Sewer Rehabilitation (Young to Riverside). (4) Engineering is underway for the West State Street (Business 20) Reconstruction, Phase 2 (IDOT) project.

Trustee Jones moved to approve the contract for 6th Avenue Court, Capital No. 1502, to the low responsive, responsible bidder, GO Excavating, for the sum of \$73,620.00; 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 has two items for Executive Session.

District Director Graceffa stated the original contract for the Household Hazardous Waste site, signed in 1994, was initially a three year contract. The aesthetics of the site have deteriorated. Vehicles from all over the State bring materials to the site. Director Graceffa presented a possible alternative site, as well as a role for the District in the relocation of same. The Board had no objection to the District proceeding along the path the Director described.

Engineering Manager Carroll stated there were no plumber bonds to be approved.

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Trustee Hawks moved to approve the Easement for the month 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

Service Connection
Master Machine Craft, Inc.

Trustee Hawks moved to approve Annexation Ordinance No. 14/15-A-15 annexing an area described as 0.26 acres more or less known as 5xx Homestead Lane, Rockford, identified as PIN 11-19-351-001; 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 Annexation Ordinance No. 14/15-A-16 annexing an area described as 0.86 acres more or less known as 6944 Rex Court (Lot Nos. 13 and 14), Rockford, identified as PIN 11-19-151-036; 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 Fuller Creek Regional Pumping Station, CIP No. 0777, L17-4870, Change Order No. 3 – Final, approving final field measurements, the addition of two fittings, and a deduction for liquidated damages for a final deduction of \$23,860.00 and a final contract value of \$3,661,674.04; 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 Hawks moved to approve the Mulford Village Shopping Center Subdivision Plat No. 6 (Piertone/Portillo's) Sanitary Sewer Easement Variance Agreement between the District and Dyn Capron Holdings, LLC; 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 Jones moved to approve a Resolution to Adopt the Winnebago County Multi-Hazard Mitigation Plan (as posted on the Winnebago County Website) as an official plan, Resolution 14/15-03; 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

In the month of November, District staff responded to 8 emergencies, completed 14 services, 6 mainline repairs, and 13 manhole tickets. The back-log of manhole tickets increased. Crews also responded to 2 mainline backups and completed 2 restoration tickets.

Business Manager Papke stated for the month ending November 30, 2014, the Income Statement shows user fee revenue 7% under budget month to date and 2% under budget year to date. Total revenue is 4% under budget month to date and equal to budget year to date. O&M expenses are 3% under budget year to date. The Income Statement shows \$3,161,899 net operating income through November 30, 2014. The Statement of Cash Flows shows \$4,271,811 increase in cash for the 2014-2015 fiscal year. General Fund cash ended the month at \$22,220,913. The total number of full time positions as of November 30 was 111; total number of full time employees was 108. Vacant positions were: Lab Tech II, Treatment Plant Operator, and Diesel Mechanic.

Trustee Pollack moved to approve staff's proposed Credit Meter program to allow customers to choose to replace existing credit meters with District supplied credit meters; 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 the addition of a module to the District's existing call recording system to enable compliance in blocking call recording while payment card numbers are being entered; seconded by Trustee Hawks. After some discussion; the **motion** on the floor **passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye

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Donald Kerestes	Aye
Rick Pollack	Aye

Trustee Kerestes 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 11:00 a.m.

The Regular Meeting of the Board of Trustees reconvened at 11:35 a.m.

There being no further business to come before the meeting, Trustee Hawks moved to adjourn; 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

Meeting adjourned at 11:35 a.m.

Clerk