

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ROCK RIVER WATER RECLAMATION DISTRICT
MONDAY, MARCH 23, 2015**

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: Bill Howard, Attorney for the District; and Les Peach, The Horton Group.

President Massier stated the meeting was being recorded.

Trustee Hawks moved to approve the Minutes of the Regular Meeting and Closed Session of February 23, 2015; 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

Les Peach presented The Horton Group's package for the District's Property Insurance coverage and renewal premium for fiscal year 2015-2016.

Trustee Hawks moved to approve District's Property & Casualty, Workers Compensation, and Storage Tank Insurance Renewal premium for fiscal year 2015-2016 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

President Massier stated a WinGIS meeting was scheduled later in the week; there was no report.

Trustee Kerestes stated the Investment Report showed Total Funds invested for the month of February was \$21,101,266.89; interest earned was \$6,595.21. Report placed on file.

Trustee Kerestes moved to approve the General Fund expenditures for the month of February 2015 in the amount of \$1,773,618.01; 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 in February.

The Status of Outstanding Agreements is as follows: (1) Staff has sent a response to the Village of Machesney Park regarding their language requests for the McDonald Creek Trunk South Branch Agreement; (2) District is waiting for the City to approve the Harrison Avenue Reconstruction Agreement (9th Street to 20th Street); (3) Design is in process for the West State Street (Business 20) Reconstruction, Phase 2 (IDOT) project; (4) Staff is waiting for approval by the City of the Ingersoll Sanitary Sewer Easement Encroachment (Rockford).

Trustee Pollack moved to award the contract for Portable Rotary Screw Air Compressor to the low responsible/responsive bidder, All Contractors Supply, for a cost of \$13,875.00; 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 Hawks moved to award the contract for Miller Diesel Engine-Driven Welder/AC Generator to the low responsible/responsive bidder, Airgas, for a cost of \$12,929.40; 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 award the contract for Manhole Frames, Lids, and Rings to the low responsible/responsive bidder, HD Waterworks, for a contract cost of \$96,220.00 for a one-year term; 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 award the contract for Pavement Repairs – Large Patches to the low responsible/responsive bidder, Norwest Construction, for a contract cost of \$209,625.00; 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 award the contract for Pavement Repairs – Small Patches to the low responsible/responsive bidder, Stenstrom Excavation and Blacktop Group, for a contract cost of \$202,425.00; 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 Hawks moved to award the contract for Unleaded Gasoline and Diesel Fuels Supply, to the low responsible/responsive bidder, Blake Oil Company, to supply the District with three specified types of fuel for a 36 month term (Alternate B) for an estimated cost of \$210,567.50 per year; 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 award the contract for Large Diameter Sewer Trunk Cleaning, CIP No. 1549, to the low responsible/responsive bidder, National Power Rodding Corp, for the cost of \$145,726.50; 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 award the contract for Lean Burn Auto Fuel Ratio (AFR) Controllers to the low responsible/responsive bidder, Rush Power Systems, for one package of three units for a cost of \$114,318.00; 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 Pollack moved to award the contract for a Fybroc Series 5500 Vertical Pump to the low responsible/responsive bidder, Pumping Solutions, Inc., for a cost of \$18,497.00; 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 Pollack moved to award a three-year contract for Electricity Supply to the low responsible/responsive bidder, Direct Energy Business Marketing, for a retail service charge (RSC) of \$0.0127/kWhr; 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 an employee is retiring from the sewer repair and rehabilitation area this week and read the following plaque into the record:

*Frank Outlow Jr.
 Congratulations on Your Retirement
 Thank You for 35 Years
 Diligent and Faithful Service
 Board of Trustees
 March 23, 2015*

President Massier set the Regular May Meeting for Thursday, May 21, 2015, at 5:15 p.m.

With the Board's concurrence, President Massier agreed to sign the letter of support requested by Rockford Region Economic Development District.

Attorney Howard stated he had nothing to bring before the Board.

Trustee Hawks moved to approve the Plumber Bond Report for February 2015 – March 2015 as presented; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

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

Company	Bond No.	Expiration
Chuck’s Plumbing	93EKR5682	May 31, 2015
Chuck’s Plumbing	93ENJ7750	May 31, 2015
Evergreen Irrigation	2278492	May 31, 2015
Kelsey Excavating	2143500	May 31, 2016
Veruna LLC	BC7900685290	May 31, 2015

Trustee Jones 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

Mulford Village Mall
FCB Properties LLC

Trustee Jones moved to approve Annexation Ordinance No. 14/15-A-21 annexing an area described as 3.30 acres more or less in Loves Park, PIN 08-33-352-002; 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 Annexation Ordinance No. 14/15-A-22 annexing an area described as 8.49 acres more or less known as Lot 1 Aspling Subdivision, Rockford, PIN 16-08-276-008; 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 Ordinance No. 14/15-M-14, Water Pollution Control Loan Program Ordinance Authorizing Loan Agreement for the Annual Lining and Collection System Repairs – 2015 – 2016 project, CIP Nos. 1634 and 1637, IEPA Loan Agreement; 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 Resolution 14/15-04 for Authorization to Borrow Funds from the Water Pollution Control Revolving Loan Fund for the Annual Lining and Collection System Repairs – 2015-2016 project, CIP Nos. 1634 and 1637, IEPA Loan Agreement; 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 Oak Crest Sewer Extension, Special Assessment No. 118, Intergovernmental Agreement with Harlem Township setting forth the terms for reimbursement for pavement overlay after District's work is completed; 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 Rock 39 Cooperative Extension Agreement Early Disbursement request and to expedite payment upon receipt of the bill; 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

Plant Operations Manager McFall had no report.

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In the month of February, District staff responded to 13 emergencies, completed 50 services, one main line repair and 16 manhole tickets. The back-log of manhole tickets decreased for the month. The weather made work difficult this month; there were a number of days that the weather prevented some of the crews from going out. We are in the process of televising and reviewing upcoming CIP projects.

Business Manager Papke stated for the month ending February 28, 2015, the Income Statement shows user fee revenue 6% under budget month to date and 1% under budget year to date. Total revenue is 7% under budget month to date and 1% over budget year to date. O&M expenses are 4% under budget year to date. The Income Statement shows \$3,288,617 net operating income through February 28, 2015. The Statement of Cash Flows shows \$278,480 increase in cash for the 2014-2015 fiscal year. General Fund cash ended the month at \$18,227,582. The total number of full time positions as of February 28 was 109; total number of full time employees was 109. The Treatment Plant Operator position is open, and there is currently an overlap due to the upcoming retirement.

There being no further business to come before the meeting, Trustee Pollack 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 5:44 p.m.

Clerk