

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ROCK RIVER WATER RECLAMATION DISTRICT
MONDAY, NOVEMBER 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 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; Michael Robertson, Information and Technology Services Supervisor; and Deborah Lyons, Executive Services Coordinator.

Others present: William Howard, Attorney for the District; and Jamie Rott, City of Rockford.

President Massier stated the meeting was being recorded.

Trustee Kerestes moved to approve the Minutes of the Special Meeting of October 20, 2015; 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 Minutes of the Regular Meeting and Closed Session of October 26, 2015; 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

013828

Trustee Kerestes moved to approve the Minutes of the Special Meeting and Closed Session of November 2, 2015; 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

Jamie Rott stated Jefferson Street Bridge will be opened November 25 but will be closed again in the spring for additional repairs. South Main Street is expected to be open in December. The preconstruction meeting for the North Main Street project will be on December 17. The Harrison Street project is to be let in January. The work on CIP projects for next year has begun.

President Massier stated there was no WinGIS meeting.

President Massier presented the Disconnect Hearings Recap. Twenty-five cases were heard on October 9. Four accounts were paid in cash, two were paid in full via credit card, three disconnects were stayed for checks to clear, seven payment schedules were set, eight sewer disconnects were ordered, and one account was adjusted.

Trustee Kerestes stated the Investment Report showed Total Funds invested for the month of October was \$23,079,186.80, and earned interest of \$3,715.46. Report placed on file.

Trustee Kerestes moved to approve General Fund expenditures for the month of October 2015 in the amount of \$3,752,666.77; 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 Special Assessment expenditures for the month of October 2015 in the amount of \$539,500.53; 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

There was no change in the Status of Outstanding Agreements during the month of October.

Staff reported that the briefing in the Appellate Court in the Fuller Creek matter will be done by February 8, 2016. The Court will then review it and make a decision. Staff has advertised the project for bids with an opening date of January 12 and a provision that contractors will hold their bids for 120 days. The EPA understands the situation; however, the District has received the draft permit for the Winnebago Treatment Plant which terminates the year-round disinfection exemption. Staff has talked to Al Keller stating that spending the money to install disinfection equipment is unnecessary and costly. Staff believes IEPA is willing to work with the District on this matter.

District Director Graceffa stated an employee is retiring from the Plant Operations department and read her plaque into the record:

*Mary Reyes
Congratulations on Your Retirement
Thank You for 27 Years
Diligent and Faithful Service
Board of Trustees
November 23, 2015*

District Director Graceffa requested that the discussion on Personnel be moved to Closed Session under 5 ILCS 120/2(C)(1) of the Open Meetings Act, to discuss the employment or compensation of specific employees for the public body.

Attorney Howard stated he had an item, Villa Di Roma, for Closed Session under 5 ILCS 120/2(c)(11) of the Open Meetings Act, “when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent.”

Trustee Kerestes moved to approve the Plumber Bond Report for November 2015 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

Company	Bond No.	Expiration
Automatic Fire Systems	LSM0803892	5/31/2016
Infinity Plumbing	62568597	5/31/2016
Lungo’s Plumbing	BLCA761273	5/31/2016

Trustee Pollack 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

013830

Donald Massier	Aye
Donald Kerestes	Aye
Rick Pollack	Aye

RVC Classroom/Addition Reroute Board of Trustees of Community College District 511

Trustee Kerestes moved to approve Plant Concrete Repairs, CIP No. 1550, 1551 & 1553 – Final Change Order representing final quantities and liquidated damages, for a net deduct of \$43,915.00 from the contract amount and a final contract value of \$306,865.00; 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 Pecatonica Street/Bluff Street Sanitary Sewer Rehab, CIP No. 1606 – Final Change Order representing final quantities for a deduct of \$27,338.00, and removal of an existing septic tank and ADA concrete approach for an adder of \$1,972.80, for a net deduct of \$25,365.20 from the contract price and a final contract value of \$158,892.80; 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 Kerestes moved to approve Plant Roadway Improvements, CIP No. 1639 – Final Change Order for materials and labor costs of repair to an electrical line completed by District crews for a deduct of \$313.99 and for the adjustment of a buried storm manhole for an adder of \$775.00, for a net deduct of \$8,407.20 from the contract price and a final contract value of \$224,685.41; 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 Fuller Creek Trunk, Phase C, CIP No. 1153, Consultant Contract Amendment No. 3 for additional soil borings for an adder to the contract of an amount not to exceed \$3,825.00 and an adjusted contract total of \$623,717.67; 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 Easement Vacation – Greater Rockford Airport Authority for the Airport Terminal Building Expansion; 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 stated the Winnebago Treatment Plant Draft Permit was discussed earlier in the meeting.

Supporting Services Manager Cook stated in the month of October District staff responded to 4 emergencies, completed 18 services, 14 main line repairs, and 33 manhole tickets. The back-log of manhole tickets decreased for the month. Crews also responded to 1 mainline backup and completed 29 restoration tickets.

Business Manager Papke stated for the month ending October 31, 2015, the Income Statement shows user fee revenue 11% over budget month to date and 7% under budget year to date. Total revenue is 11% over budget month to date and 1% under budget year to date. O&M expenses are 5% under budget year to date. The Income Statement shows \$2,713,458 net operating income through October 31, 2015. The Statement of Cash Flows shows \$1,299,844 increase in cash for the 2015-2016 fiscal year. General Fund cash ended the month at \$20,848,747. There were 111 full time positions as of October 31 and 108 employees on staff. Open positions were: Lab Tech III, Land Survey/Right of Way Coordinator, and Engineering Construction Tech I.

Trustee Hawks moved to approve the proposed revisions to Policy Revision – Investment Policy, 13bus8; seconded by Trustee Kerestes.

After discussion, Trustee Pollack moved to amend the motion to accept the revisions to the Investment Policy with the single exception that the copy of the Act attached to the Policy be retained and updated; 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

013832

Trustee Pollack moved to approve Ordinance 15/16-O-03 Amending Title 4 of the Code of Ordinances by removing the sentence providing for 18% interest per annum on unpaid user bills; 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 Ordinance 15/16-O-04 Amending Title 7 of the Code of Ordinances to rectify an incorrect reference in Article II, Section 1, Paragraph A; 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 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), Exemptions Number 1 and 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 5:56 p.m.

The Regular Meeting of the Board of Trustees reconvened at 6:47 p.m. No actions were taken or decisions made in Closed Session.

Trustee Pollack moved to appoint President Massier as Hearing Officer to participate in the Show Cause Hearing in the Villa Di Roma matter; 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 Pollack; **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 6:50 p.m.

Clerk