

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ROCK RIVER WATER RECLAMATION DISTRICT
MONDAY, AUGUST 24, 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:

Donald Massier	President
Lloyd Hawks	Vice President
Elmer Jones	Trustee
Rick Pollack	Trustee
Donald Kerestes	Absent

Staff members present: 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: Bill Howard, Attorney for the District; and Jamie Rott, City of Rockford.

President Massier stated the meeting was being recorded.

President Massier requested that a moment of silence be observed in memory of District Director Graceffa's mother, Dolores Graceffa, who passed away earlier in the day.

Trustee Hawks moved to approve the Minutes of the Regular Meeting and Closed Session of July 27, 2015; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

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

Jamie Rott updated the Board on the City's projects throughout the City. They will begin looking at next year's CIP program soon.

President Massier stated there was no WinGIS meeting; there is no report.

Trustee Pollack stated the Investment Report showed Total Funds invested for the month of July was \$21,154,214.23; interest earned was \$8,268.82. Report placed on file.

013794

Trustee Pollack moved to approve the General Fund expenditures for the month of July 2015 in the amount of \$3,605,732.80; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

The Status of Outstanding Agreements was reviewed. (1) The McDonald Creek Trunk South Branch Agreement is at the Village. (2) The Harrison Avenue Reconstruction Project (9th Street to 20th Street) Agreement should be going to the City for approval in September. (3) Design for the Intergovernmental Agreement for West State Street (Business 20) Reconstruction, Phase 2 (IDOT) project is about 90% complete. (4) The Intergovernmental Agreement for the Fisher Street – Haskell Street Special Assessment No. 127 (Rockford) project will be going before the City soon.

Trustee Hawks moved to award the contract for Service Lateral Lining 2015-16, CIP No. 1633, to the low responsive, responsible bidder, Musson Brothers, Inc., for the sum of \$519,500; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

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

Trustee Hawks moved to award the contract for Site Electrical for Permanent Flow Meters, CIP No. 1510, to the low responsive, responsible bidder, Ballard Companies, Inc., for the sum of \$9,280; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

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

Trustee Jones moved to award the contract for Grit Conveyor, Bid No. 15-231, to the low responsive, responsible bidder, Smith & Loveless, for the cost of \$61,099; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

President Massier stated under the District Director's Agenda item, there will be discussion in Closed Session under 5 ILCS 120/2(c)(1) of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific

employees of the public body or legal counsel for the public body. There is also a personnel matter for Plant Operations.

Manager McFall requested permission to replace the retiring Pretreatment Technical Secretary and any positions vacated by employees moving to fill open positions.

Trustee Pollack moved to approve filling the Pretreatment Technical Secretary position and any positions vacated as a result of employees moving to fill open positions; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

Attorney Howard stated he had one matter for Closed Session under 5 ILCS 120/2(c)(11) of the Open Meetings Act, Litigation, 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.

There was no Plumber Bond Report for the month.

Trustee Jones moved to approve the Easement for the month as presented by staff; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

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

Oak Crest Phase 2
Ila Barton, as Trustee

Trustee Jones moved to approve Annexation Ordinance No. 15/16-A-07 annexing an area known as Excel-Anderson, Roscoe, described as 17.21 acres more or less containing those properties commonly denoted by PIN 04-28-326-002 thru -004, 04-28-326-012, 04-28-326-015, and 04-28-326-016; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

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

Trustee Jones moved to approve Annexation Ordinance No. 15/16-A-08 annexing an area known as McMaster, Roscoe, described as 0.54 acres more or less, said tract containing that property commonly denoted by PIN 04-33-406-005; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

013796

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

Trustee Pollack moved to approve the Request for Trunk Sewer Cost Sharing and Reimbursement Agreement – McCurry Road Trunk Sewer, Phase 4, as presented by Mr. Al Rinaldi and the Village of Roscoe providing for the District’s participation at one-third of the cost pending the Village of Roscoe’s agreement for equal participation; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

Code of Ordinances Amendment – Title 5, Ordinance 15/16-O-01, was laid over.

Trustee Jones moved to approve Ingersoll Sanitary Sewer Reroute, CIP No. 1535, Change Order No. 1, for the final as-built quantities and payment for the project, resulting in a net deduct of \$3,609.70 from the contract and an adjusted contract amount of \$184,855.75; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

Trustee Pollack moved to approve Loves Park Corporate Center, IGA Amendment No. 1, extending the time allotment for two years for the developer to extend sewer for the parcel; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

Trustee Pollack moved to hold a Special Meeting on September 2, 2015, at 12:00 noon to interview candidates for Consultant Services for Replacement of the Dewatering Centrifuges and to consider a bid award for Main Pump Pumps 1 & 3 Replacement; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

In the month of July, District staff completed 27 services, 9 main line repairs, 6 emergencies and 74 manhole tickets. The back-log of manhole tickets decreased for the month. Crews also responded to 1 mainline backup and completed 43 restoration tickets. One employee is on restricted duty and working in the office area, leaving four men working on the crews.

Business Manager Papke stated for the month ending July 31, 2015, the Income Statement shows user fee revenue 5% over budget month to date and 7% under budget year to date. Total revenue is 4% over budget month to date and 1% over budget year to date. O&M expenses are 7% under budget year to date. The Income Statement shows \$1,872,294 net operating income through July 31, 2015. The Statement of Cash Flows shows \$261,524 decrease in cash for the 2015-2016 fiscal year. General Fund cash ended the month at \$19,287,379. The total number of full time positions as of July 31 was 110, and 110 employees on staff.

Manager Papke stated the NACWA table was provided for the Board's information. It shows the District's user fee rate remains good when compared to the average single-family residential service charges nation wide.

Trustee Pollack moved to approve the Employee Policy Update of Section 7 – Health and Safety, incorporating language prohibiting the use of E-cigarettes in all District buildings and vehicles; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

Trustee Pollack moved to approve Ordinance No. 15/16-O-02, An Ordinance Authorizing Change to the Code of Ordinances, Title 3, Articles II and III, clarifying terms in Section 8; adding Sections 26 and 27 to Title 3, Article II, and adding sub-paragraph “e” to Title 3, Article III, Section 1, subsection B, entitled “Determination of Wastewater Characteristics”, Paragraph 1 “Billable Flow”, providing for Credit Meters with Automatic Meter Reading (AMR) heads; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

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), Exemptions Number 11 and 1; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

013798

The Regular Meeting recessed at 5:45 p.m.

The Regular Meeting of the Board of Trustees reconvened at 5:57 p.m. No votes or actions were taken or decisions made in Closed Session.

There being no further business to come before the meeting, Trustee Pollack moved to adjourn; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

Meeting adjourned at 5:57 p.m.

Clerk