

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ROCK RIVER WATER RECLAMATION DISTRICT
MONDAY, FEBRUARY 22, 2016**

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: Tim Hanson, District Director; Steve Graceffa, District Director Emeritus; 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.

President Massier stated the meeting was being recorded.

Trustee Kerestes moved to approve the Minutes of the Regular Meeting and Closed Session of January 25, 2016; 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 Minutes of the Special Meeting of January 26, 2016; 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

013854

Trustee Kerestes moved to approve the Minutes of the Special Meeting of January 29, 2016; 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

President Massier stated WinGIS did not meet this month; there is no report.

Trustee Kerestes stated the Investment Report showed Total Funds invested for the month of January was \$19,216,235.73 and earned interest of \$8,999.35. Report placed on file.

Trustee Hawks moved to approve General Fund expenditures for the month of January 2016 in the amount of \$2,835,063.61; 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 January 2016 in the amount of \$112,381.17; 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

Staff reported on the status of the agreements that are in process at this time.

Trustee Kerestes moved to approve the annual contract for Pavement Repairs – Large Patches, Bid No. 16-201, to the low responsive/responsible bidder, Norwest Construction, for a contract cost of \$262,300.00; 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 Jones moved to award the annual contract for Pavement Repairs – Small Patches, Bid No. 16-202, to the low responsive/responsible bidder, Stenstrom Excavation and Blacktop Group, for a contract cost of \$218,600.00; 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 Jones moved to award the annual contract for Manhole Frames, Lids, and Rings, Bid No. 16-203, to the low responsive/responsible bidder, HD Supply Waterworks, at a contract cost of \$96,220.00; 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 Sodium Bisulfite Solution Supply, Bid No. 16-204, to the low responsive/responsible bidder, Viking Chemical Company, for the cost of \$1.45 per gallon for a one year term; 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 Sodium Hypochlorite Solution Supply, Bid No. 16-205, to the low responsive/responsible bidder, Vertex Chemical, for the cost of \$0.670 per gallon for a one year term; 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 award the contract for Landfill Service, Bid No. 16-207, to the low responsive and responsible bidder, Advanced Disposal Service, for the cost of \$18.00 per ton for grit screenings, and \$26.00 per ton for general refuse for a 24-month term; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

013856

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

Staff reported that as directed by the Board at the January meeting, the District Director awarded Cherry Valley Pump Station Emergency Pipe Repairs (for the removal and replacement of all old cast iron drain pipe with PVC pipe) to the lowest responsive/responsible bidder, Bennett Construction, for the sum of \$35,450.00.

Trustee Hawks moved to award the contract for Equipment Procurement for Dewatering Centrifuge Replacement, Capital Project No. 1659, to the bidder with the highest evaluation score, Centrisys Corporation of Kenosha, Wisconsin, for the sum of \$888,969.00; 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

District Director Hanson stated the first meeting with the Union for contract negotiations is scheduled for the upcoming week, and requested that any further discussion be deferred to Closed Session under 5 ILCS 120/2(C)(2).

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

Airport Cessna Drive Sanitary Sewer Extension Greater Rockford Airport Authority

Trustee Pollack moved to authorize the Director to sign the purchase order for Fuller Creek Trunk Sewer, Phase C, Capital Project No. 1153, Professional Services, hiring Bennett Trenchless Engineers as the consultant for trenchless tunneling for this project for a cost not to exceed \$26,604.00; 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 Jones moved to approve Unsewered Area Proposed Project – Dorothea Avenue/Prairie Lane, Machesney Park, Intergovernmental Agreement, subject to approval by the Village; 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 Ordinance No. 15/16-R-02, An Ordinance Establishing a Connection Fee for the Dorothea Avenue/Prairie Lane, Machesney Park, Sanitary Sewer Extension; 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 Substation 1-8 and River Station Electrical Upgrades, Capital Project No. 1569, Change Order No. 1, which includes four modifications for changed conditions and allows Ballard six weeks on-site use of District's Transformer 10 for a credit of \$3,500.00, for a combined contract adder of \$56,610.00 and a revised contract amount of \$1,629,740.00; 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 Kerestes moved to approve hiring Town & Country Engineering, Inc. for Main Pump – Pump 1 & 3 Replacement, CIP No. 1422, Consultant Agreement for the proposed fee of \$53,963.00; 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 approve 50% participation in the Cessna Drive Sewer Extension Project – Airport Project D, CIP No. 1601, Intergovernmental Agreement subject to approval by the Greater Rockford Airport Authority for a total cost of \$308,574.55, and for a cost to the District of \$154,287.00; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

013858

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

In the month of January Supporting Services crews responded to 14 emergencies, completed 55 services, 1 main line repair, and 14 manholes tickets. The back-log of manhole tickets increased slightly for the month. Crews also responded to 4 mainline backups and completed 1 restoration ticket.

Trustee Pollack moved to authorize staff to preorder vehicles and equipment where lengthy delivery lead times and the State's early contract cut-off date complicate purchases, provided ownership is not assumed prior to May 1, 2016, and no payment is made prior to the new fiscal year; 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

Supporting Services Manager Cook requested that possible property purchase be moved to Closed Session under 5 ILCS 120/2(C)(5).

Attorney Howard stated he had one item for Closed Session under 5 ILCS 120/2(C)(11), probable or imminent litigation.

Business Manager Papke stated for the month ending January 31, 2016, the Income Statement shows user fee revenue 1% over budget month to date and 4% under budget year to date. Total revenue is 1% over budget month to date and about equal to budget year to date. O&M expenses are 5% under budget year to date. The Income Statement shows \$3,143,119 net operating income through January 31, 2016. The Statement of Cash Flows shows \$1,653,104 decrease in cash for the 2015-2016 fiscal year. General Fund cash ended the month at \$17,895,799. The District had 113 full time positions as of January 31. 108 employees were on staff. Vacant positions were Billing and Collection Clerk, Land Survey/Right of Way Coordinator, Engineering Construction Tech I, and two Diesel Mechanics.

Trustee Pollack moved to approve the Budget as presented by staff; 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 Ordinance No. 15/16-B-02, A Tentative Combined Annual Budget and Appropriations Ordinance for the Rock River Water Reclamation District for the Fiscal Year Beginning May 1, 2016, and Ending April 30, 2017; 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)(11), probable or imminent litigation; at 5 ILCS 120/2(c)(2), collective negotiating matters; and at 5 ILCS 120/2(c)(5), the purchase or lease of real property; 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 5:39 p.m.

The Regular Meeting of the Board of Trustees reconvened at 5:48 p.m. President Massier stated no decisions were made or actions taken in Closed Session.

Trustee Kerestes moved to authorize staff to negotiate purchase of the property at 3110 and 3112 Grant Park Blvd.; 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 Jones; **motion passed** upon roll call as follows:

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

013860

Meeting adjourned at 5:50 p.m.

Clerk