

**MINUTES OF REGULAR MEETING  
BOARD OF TRUSTEES  
ROCK RIVER WATER RECLAMATION DISTRICT  
MONDAY, MARCH 28, 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
Donald Kerestes	Clerk/Treasurer
Elmer Jones	Trustee
Rick Pollack	Trustee
Lloyd Hawks	Absent

Staff members present: Timothy Hanson, District Director; Larry McFall, Plant Operations Manager; David Cook, Supporting Services Manager; Frank Papke, Business Manager; Mike Weber, Engineering Supervisor; Michael Robertson, Information and Technology Services Supervisor; and Deborah Lyons, Executive Services Coordinator.

Others present: William Howard, Attorney for the District; Les Peach, The Horton Group; Lori Gummow, Keep Northern Illinois Beautiful; Jamie Rott and Marcy Leach, City of Rockford.

President Massier stated the meeting was being recorded.

Trustee Kerestes moved to approve the Minutes of the Regular Meeting and Closed Session of February 22, 2016; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

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

Jamie Rott reported on the City's CIP projects that are currently in progress or upcoming.

Following a presentation by Lori Gummow, Trustee Jones moved to sponsor the Medication Collection Drive at the \$5,000 level; seconded by Trustee Pollack; motion passed upon roll call as follows:

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

# 013862

Marcy Leach requested the Board's support of the Mutual Aid and Assistance Agreement. Trustee Pollack moved to approve the Mutual Aid and Assistance Agreement with the City of Rockford; seconded by Trustee Jones; motion passed upon roll call as follows:

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

After a presentation by Les Peach, Trustee Jones moved to approve the Property & Casualty, Workers Compensation, Storage Tank Insurance Renewals as presented; seconded by Trustee Pollack; motion passed upon roll call as follows:

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

President Massier reported that WinGIS has made some upgrades, improving the site's format and speed.

Trustee Kerestes stated the Investment Report showed Total Funds invested for the month of February was \$20,323,173.65 and earned interest of \$8,691.46. Report placed on file.

Trustee Kerestes moved to approve General Fund expenditures for the month of February 2016 in the amount of \$2,427,941.10; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

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

Trustee Kerestes moved to approve Special Assessment expenditures for the month of February 2016 in the amount of \$156,049.16; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

Staff reported on the status of the Outstanding Agreements, the High Strength Waste project, and the Fuller Creek project.

Trustee Pollack moved to award a five-year contract for Lawn Maintenance, Bid No. 16-209, to the low responsive/responsible bidder, B.L. Wellwood, for a total contract cost of \$248,500; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

Trustee Jones moved to award a three-year contract for Lab Supplies, Bid No. 16-210, to the low responsive/responsible bidder, Fisher Scientific, based on the representative list using the discount schedule provided with the bid; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

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

District Director Hanson requested that discussion on Negotiations and the Engineering Manager Candidate be moved to Closed Session under 5 ILCS 120/2(C)(2), Collective Negotiating Matters, and 5 ILCS 120/2(C)(11), the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, respectively.

Trustee Pollack moved to approve participation in the Homebuyer's Property Tax Refund Program as presented; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

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

Trustee Pollack moved to approve the Plumber Bond Report for February 15 – March 15, 2016, as presented; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

<b>Company</b>	<b>Bond No.</b>	<b>Expiration</b>
Chuck's Plumbing	93E8N6986	5/31/2016
Chuck's Plumbing	93E8N6671	5/31/2016
Veruna Plumbing LLC	BD7900687535	5/31/2017

# 013864

Trustee Kerestes moved to approve Collection System Repairs, CIP No. 1634, Change Order No. 1, which includes an addition of \$1,845 in time and material charges for removal of concrete pipe encasement and a deduction of \$31,200 for removal of original bid item No. 10 from the contract, resulting in a net deduct of \$29,355 in the price of the contract, and an adjusted contract price of \$580,945; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

Trustee Kerestes moved to approve Spring Creek Trunk Sewer Replacement, CIP No. 1402, Anderson Gardens Easement Compensation Agreement as presented by staff and the Easement; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

Trustee Kerestes moved to appoint Trustee Pollack as Show Cause Hearing Officer; seconded by Trustee Jones; motion passed upon roll call as follows:

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

In the month of February, District crews responded to 22 emergencies, completed 56 services, 4 main line repairs, and 9 manhole tickets. The back-log of manhole tickets increased for the month, mostly due to staff cleaning, televising, and reviewing for up and coming CIP projects. District crews also responded to 4 mainline backups during the month.

Business Manager Papke stated for the month ending February 29, 2016, the Income Statement shows user fee revenue 6% under budget month to date, 4% under budget year to date. Total revenue is 3% under budget month to date, 1% under budget year to date. O&M expenses are 5% under budget year to date. The Income Statement shows \$2,934,123 net operating income through February 29, 2016. The Statement of Cash Flows shows \$505,161 decrease in cash for the 2015-2016 fiscal year. General Fund cash ended the month at \$19,043,742. The District had 113 full time positions as of February 29, and 108 employees were on staff.

Trustee Jones moved to approve Ordinance No. 15/16-0-05, An Ordinance Amending the Code of Ordinances, Title 3, Article III, of the Rock River Water Reclamation District; seconded by Trustee Pollack; motion passed upon roll call as follows:

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

Staff presented to the Board an opportunity for the District to combine its billing with North Park's Water Department billing.

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; 5 ILCS 120/2(c)(2), collective negotiating matters; and at 5 ILCS 120/2(c)(1), the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

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

The Regular Meeting recessed at 6:21 p.m.

The Regular Meeting of the Board of Trustees reconvened at 6:33 p.m. President Massier stated no decisions were made or actions taken in Closed Session.

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

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

Meeting adjourned at 6:33 p.m.

Clerk

