

**MINUTES OF REGULAR MEETING  
BOARD OF TRUSTEES  
ROCK RIVER WATER RECLAMATION DISTRICT  
MONDAY, JUNE 25, 2018**

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 Graceffa Administration Building, 3501 Kishwaukee Street, Rockford, Illinois. The following Trustees were present:

Donald Massier	President
Elmer Jones	Vice President
Rick Pollack	Clerk/Treasurer
John F. Sweeney	Trustee
Ben Bernsten	Absent

Staff present: Timothy S. Hanson, District Director; Joseph W. Hanley III, Esq., General Counsel; Christopher Baer, Engineering Manager; Larry McFall, Plant Operations Manager; Jim Reader, Supporting Services Manager; Chris Black, Business Manager; Michael Robertson, ITS Supervisor; Susan Skinner, Executive Services Coordinator.

Also attending was Rockford City Administrator, Todd Cagnoni.

Guests attending the meeting in the gallery were Sam Smith, Polydyne (Peotone, IL) and Dan Ericson, Landmark (Rockford, IL).

President Massier stated that the meeting was being recorded.

Rockford City Administrator, Todd Cagnoni, provided a brief overview presentation of the Colman Village Campus Redevelopment and answered any related questions from the Trustees. In response to Trustee Pollack's question as to whether there are any unknown/hidden liabilities that could develop, Cagnoni confirmed that there were none.

Trustee Jones moved to approve the minutes of the Regular Meeting and Closed Session of May 21, 2018; seconded by Trustee Sweeney; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John F. Sweeney	Aye

Trustee Pollack stated the Investment Report showed the District had \$25,811,479.17 total funds invested for the month of May, 2018, and earned interest in the amount of \$32,440.57. Report placed on file.

Trustee Pollack moved to approve Total General Fund Expenditures for the month of May, 2018 in the amount of \$4,818,536.72; seconded by Trustee Sweeney; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John F. Sweeney	Aye

No Disconnect Hearings.

Regarding the McDonald Creek Trunk South Branch Agreement, Engineering Manager Baer reported that, in 2012, the Village of Machesney Park requested that the District revisit taking remainder flow of that area up to the southern limits of the ComEd easement. Request was denied due to constriction in the pipe. Since then, IDOT purchased the right-of-way and the restriction was eliminated. Therefore, District will move forward with allowing the remainder of the 300 ft. to be included in the flow diversion area.

No change to W. State St. Reconstruction, Phase 2.

Trustee Pollack moved to award contract for polymer supply to the low responsive and responsible bidder, SNF Polydine, for the cost of \$0.87 per pound with a performance cost per dry ton of \$64.83, for a 12-month term; seconded by Trustee Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Trustee Pollack moved to award contract for janitorial services to Advanced Cleaning for the cost of \$77,622.00 for a 12-month term; seconded by Trustee Sweeney; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Trustee Jones moved to award contract for collection systems repairs to N-Trak Group, LLC, the low responsive, responsible bidder, for the cost of \$828,881.38; seconded by Trustee Pollack; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Trustee Pollack moved to award contract for plant roadway replacement to the low responsive, responsible bidder, Northern Illinois Service Company for the cost of \$414,832.00; seconded by Trustee Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Director Hanson reported the retirements of Mark Van Deusen on June 15, 2018, after 26 years of service, and Tom McTernan on June 29, 2018, after 25 years of service.

Hanson also reported that interviews for the Assistant Plant Operations Manager had concluded, and an announcement would be made by the end of the following week. This new position will require that a dedicated vehicle be assigned to the Manager. Current policy does not reflect this position. Policy will be updated for consideration at next month's Board Meeting. In the meantime, staff is seeking Board concurrence on approval to move forward with assigning a vehicle to the new Assistant Plant Operations Manager in advance of next month's Board vote to revise the policy. No Board members present objected to this plan.

General Counsel Hanley addressed property adjacent to the northwestern portion of the District campus that is currently owned by the Rockford Park District and City of Rockford. RPD and the City are willing to transfer ownership of this property to the District. With respect to RPD, an IGA would be executed by both parties. With respect to the City, and MOU would be executed by both parties. The District would then obtain a Phase 1 environmental report and title commitment for the parcels. Properties would then be transferred to the District.

Trustee Sweeney moved to approve Ordinance 18/19-M-01 authorizing acquisition of properties from Rockford Park District; seconded by Trustee Pollack; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye

Rick Pollack	Aye
John Sweeney	Aye

Trustee Pollack moved to approve Ordinance 18/19-M-02 authorizing acquisition of properties from the City of Rockford; seconded by Trustee Sweeney; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

General Counsel Hanley advised that the District has been contacted by a broker regarding the possibility of an option to lease District property for a solar farm. The subject property is currently being leased as farmland. Hanley advised Board of various associated benefits and challenges with moving forward. Staff's current objective was to inform the Board and ascertain Board's interest level in pursuing consideration. Board concurred that moving forward with negotiations is appropriate.

Engineering Manager Baer advised the following plumbing contractors updated their bonds and completed required registration between May 1-31, 2018:

<u>COMPANY</u>	<u>TYPE</u>	<u>BOND</u>	<u>EXP.</u>
1. Area Mechanical, Inc.	Contractor	RLI2130551	5/31/2019
2. Area Mechanical, Inc.	Public	RLI2123655	5/31/2019
3. Area Mechanical, Inc.	Private	RLI2123654	5/31/2019
4. Briarwood Builders Inc	Private	63047649	5/31/2019
5. Ceroni Piping	Contractor	400SM2070	5/31/2019
6. Ceroni Piping	Public	400SV1730	5/31/2019
7. Ceroni Piping	Private	400SV1728	5/31/2019
8. Dee's Plumbing & Construction	Public	8333740	5/31/2019
9. Dee's Plumbing & Construction	Private	8333719	5/31/2019
10. Five Star Plumbing	Contractor	63608270	5/31/2019
11. Five Star Plumbing	Public	63608300	5/31/2019
12. Five Star Plumbing	Private	63608289	5/31/2019
13. Geostar Mechanical, Inc.	Private	63636462	5/31/2019
14. Hartwig Plumbing & Heating	Public	2283376	5/31/2019
15. Hartwig Plumbing & Heating	Private	2283372	5/31/2019
16. LH Plumbing LLC	Private	RSB4129230	5/31/2019
17. Mechanical Inc.	Public	LPM08779787	5/31/2019
18. Mechanical Inc.	Private	LPM08779788	5/31/2019
19. Miller Engineering Co.	Public	25390610	5/31/2019
20. Miller Engineering Co.	Private	25390611	5/31/2019
21. MO-ST Plumbing & Mechanical	Public	397083C	5/31/2019
22. MO-ST Plumbing & Mechanical	Private	774960C	5/31/2019
23. Nelson Carlson Mechanical	Contractor	25582291	5/31/2019
24. Nelson Carlson Mechanical	Public	25390617	5/31/2019
25. Nelson Carlson Mechanical	Private	253906616	5/31/2019
26. Northern Illinois Service Co.	Contractor	LSF224043	5/31/2019
27. N-Trak Group LLC	Contractor	354026890	5/31/2019
28. Packard Excavating	Contractor	7900646996	5/31/2019

29. Pearson Plumbing & Heating	Public	RLI0488281	5/31/2019
30. Pearson Plumbing & Heating	Private	RNB0488280	5/31/2019
31. Rockford Septic System Co	Private	0507494	5/31/2019
32. Service Plumbing	Private	9899543	5/31/2019
33. Sjostrom & Sons, Inc.	Contractor	71403911	5/31/2019
34. Total Plumbing Ltd.	Contractor	62714405	5/31/2019
35. Total Plumbing Ltd.	Private	62707672	5/31/2019
36. Troy Lee Excavating	Contractor	IL 100244	5/31/2019
37. Warren Plumbing	Private	0491167	5/31/2019
38. Wayne Seymour Plumbing	Private	RSB4059942	5/31/2019
39. William Charles Construction	Contractor	105154184	5/31/2019
40. William Charles Construction	Public	105154183	5/31/2019
41. William Charles Construction	Private	105154182	5/31/2019
42. Williams Brothers Plumbing	Public	50701620	5/31/2019
43. Williams Brothers Plumbing	Private	69905867	5/31/2019

Trustee Jones moved to approve the registrations proposed on the Plumbers Bond Report; seconded by Trustee Pollack; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Trustee Pollack moved to approve two temporary construction easements (5459 11<sup>th</sup> St. and 5533 11<sup>th</sup> St.) related to the Milford Avenue Sanitary Sewer Reroute Capital Project #1935; seconded by Trustee Sweeney; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

No annexations to discuss.

Trustee Pollack moved to approve Fuller Creek Trunk Sewer Phase C, Change Order No. 4; seconded by Trustee Sweeney; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Trustee Pollack moved to approve Brookview Road Sanitary Sewer Rehab, Final Quantities, Change Order No. 3, Capital Project No. 1801; seconded by Trustee Sweeney; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Trustee Pollack moved to approve Rock Street Sanitary Sewer Repairs, Change Order No. 3 – Final, Capital Project No. 1820; seconded by Trustee Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Trustee Jones moved to approve 2017-18 Service Lateral Lining, CIP No. 1833, Change Order No. 1 – Final; seconded by Trustee Pollack; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Trustee Pollack moved to approve 2017-18 Sanitary Sewer Lining, Contract A, IEPA L17-5477, CIP No. 1837, Change Order No. 2 - Final; seconded by Trustee Sweeney; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Trustee Pollack moved to approve 2017-18 Sanitary Sewer Lining, Contract B, IEPA L17-5477, CIP No. 1855, Change Order No. 3; seconded by Trustee Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Staff notified the Board of its to proceed with review of the District's Composite Connection Charges, specifically, the Plant Buy-In Fee to verify that current rate has kept pace with recent inflation factors. Staff further recommended that any adjustment to the plant buy-in fee be reflected in the rate ordinance for next fiscal year.

Plant Operations Manager McFall gave a status report of the positive system and plant activity in response to the June 18, 2018, storm.

Supporting Services Manager Reader gave a status report for June, 2018.

Business Manager Black reported user revenue fee was 15% under budget MTD and 11% under budget YTD in overall revenues. Operating expenses were 3% under budget YTD, and income statement reflects \$305,500 in net operating income for the first month of the fiscal year. Cash increased \$3,811,700, primarily attributable to \$3.1M loan reimbursement. Total number of authorized full-time positions is 115; 114 filled. Vacant position is a Treatment Plant Operator.

Trustee Pollack moved to approve 2018 Prevailing Wage Ordinance 18/19-P-01; seconded by Trustee Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Trustee Pollack moved to approve Bond Ordinance 18/19-M-03 authorizing the issuance and providing for the sale by the District of not to exceed \$3,650,000 General Obligation Refunding Alternate Bonds (Sewerage System Alternate Revenue Source), Series 2018, for the purpose of refunding a portion of the District's Series 2009 Bonds; delegating to authorized officers of the District the authority to determine certain terms of the Series 2018 Bonds within limits established by the Ordinance; providing for the execution and delivery of certain documents; and concerning related matters; seconded by Trustee Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Trustee Pollack moved to approve an amendment to the Purchasing Procedures Manual (13 Bus 5) to increase the competitive bid threshold to \$25,000; seconded by Trustee Jones; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye

Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

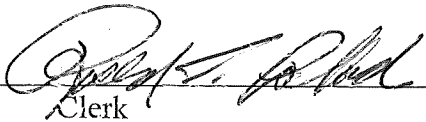
Business Manager Black advised the Board of a 26-year employee who had all intentions to work until age 62 but recently became disabled due to several medical issues and, subsequently, retired just prior to age 62. The disability has been substantiated by the Social Security Administration awarding benefits to the employee beginning October 2018. As permitted in the Employee Policy Handbook, Section 20, 2. E – Other Requests for Continued Coverage, the Board may approve an employee request for the District to continue offering group insurance benefits to him at the employee contribution rate when he otherwise would not be eligible to do so. This employee is requesting the District to provide single health and dental coverage at the employee contribution rate July through October 2018. Trustee Jones moved to approve this request; seconded by Trustee Pollack; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

Trustee Pollack moved to adjourn; seconded by Trustee Sweeney; motion passed upon roll call as follows:

Ben Bernsten	Absent
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Aye

The Regular Meeting of the Board of Trustees adjourned at 6:30 p.m.

  
 Clerk