

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ROCK RIVER WATER RECLAMATION DISTRICT
JANUARY 27, 2020**

Massier called the Regular Meeting of the Board of Trustees of the Rock River Water Reclamation District to order at 5:25 p.m. and advised that the meeting was being recorded. The meeting was held 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	Trustee

Staff present: Timothy S. Hanson, Executive Director; Christopher Baer, Director of Engineering; Julia Scott-Valdez, Director of Human Resources; Chris Black, Director of Finance; Joseph Hanley, Legal Director; Jim Reader, Director of Collection Systems; Larry McFall, Director of Plant Operations; Greg Cassaro, Assistant Director of Plant Operations; Mike Robertson, CIO, and Susan Skinner, Executive Services Coordinator.

Pollack moved to approve the minutes of the Regular Meeting of December 20, 2019; seconded by Sweeney; motion passed upon roll call as follows:

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

*Bernsten arrived at 5:30 p.m., immediately after this vote.

Richard Stewart, Foundation for Fair Contracting, expressed his concern that bids for Pavement Repairs, Large Patches, and Pavement Repairs, Small Patches, were presented by bidders outside of Winnebago County. Stewart pointed out that this violates the District's rules for this bid which state that all bidding companies must be located within Winnebago County. Stewart encouraged the District to reject the bids per this discrepancy.

Massier and Hanson presented Senate Resolution No. 805 on behalf of Senator Dave Syverson, posthumously honoring former District Director, Steve Graceffa. Graceffa's wife, Linda, and son, Brian, accepted the Resolution, along with many additional members of the Graceffa family.

Pollack stated the Investment Report reflected \$33,786,293.32 total funds invested for the month of December, 2019, and earned interest in the amount of \$54,280.95. Total Fund Balances are \$41,906,578.49 and Investment Account Total is \$41,906,578.49. Report placed on file.

Pollack moved to approve Total General Fund Expenditures for the month of December, 2019, in the amount of \$7,208,352.26, and Total Special Assessments at \$52,053.60; seconded by Jones; motion passed upon roll call as follows:

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

Regarding Old Business, Baer reported no changes to McDonald Creek Trunk South Branch (Machesney Park).

Pollack moved to award a contract for Sodium Hypochlorite Solution Supply to the low responsive and responsible bidder, Vertex Chemical Corporation, at a cost of \$0.72 per gallon for a one-year term; seconded by Sweeney; motion passed upon roll call as follows:

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

Pollack moved to approve a contract for Generator Preventative Maintenance to the low responsive and responsible bidder, Rush Power Systems, at a cost of \$ 68,164.00 over a three-year period; seconded by Sweeney; motion passed upon roll call as follows:

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

Pollack moved to reject all bids for Pavement Repairs – Large Patches; seconded by Sweeney; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Nay
Donald Massier	Aye
Rick Pollack	Aye

Hanley advised that resident Bonnie Keller has been vocal regarding her opposition to the Cavendish Drive Proposed Special Assessment and had advised Hanley that she would be attending this meeting to present her letter of withdrawal from the project. Hanley advised he had contacted Keller via phone earlier in the day to confirm her intentions. Keller did not complete the phone call nor attend this meeting. As such, Hanley advised that no further related discussion or vote was necessary at this meeting relating to Keller’s potential withdrawal.

Pollack moved to approve Ordinance 19 20 O 01, Amending Title 2 and Title 4 of the Code of Ordinances of the Rock River Water Reclamation District; seconded by Sweeney; motion passed upon roll call as follows:

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

The Board advised that it did not require a Closed Session for further discussion regarding approving Resolution 19 20 11. As such, the Closed Session was canceled.

Pollack moved to approve Resolution 19 20 11, Releasing Select Rock River Water Reclamation District (“District”) Closed Meeting Minutes; seconded by Jones; motion passed upon roll call as follows:

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

Pollack moved to approve the District’s purchase of property at 308 Barnum Road, Rockford, Illinois, at a cost of \$ 42,000.00; seconded by Sweeney; motion passed upon roll call as follows:

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

Hanley presented the Board with a map showing properties included in a “North End” Property Acquisition effort. These properties would be acquired by the District to provide the necessary land for expansion of the District plant. Hanley advised the Board that all property owners

had been contacted with regard to the District purchasing the properties. Proof of receipt of a letter of interest has been received from all but one owner. Hanley advised that, at the February, 2020, Board Meeting, he may be presenting the Board with enabling ordinances to start the eminent domain process. Hanley advised that due diligence will be carried out and every possible effort will be made to contact and work with the property owners. Hanley also advised that a “land swap” is in works for 424 Martin and 531 Barry Road.

Scott-Valdez provided an update regarding HR Department initiatives, achievements for the previous month, and future plans, including employment, system improvements, organizational development, benefits and branding.

Scott-Valdez provided the Board with a status of the District’s Branding Initiative. Based on the Board’s conversation at the December 20, 2019, Board Meeting, the District will move ahead with the branding project, including the possibility of adopting a legal name change or changing/updating the DBA and updating the District’s website to reflect the new brand identity.

Pollack moved to approve Resolution 19 20 12, to Adopt the Annual 1,000 Hour Standard for IMFR Participation; seconded by Sweeney; motion passed upon roll call as follows:

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

Jones moved to approve the following plumbing contractor’s updated bond and completed registration for the District’s 2019-2020 Plumber Registration from December 1-31, 2019:

<u>Company</u>	<u>Bond Type</u>	<u>Bond No.</u>	<u>Expiration</u>
Northern Illinois Service Co.	CO	LSF224043	5/31/2020

seconded by Sweeney; motion passed upon roll call as follows:

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

Pollack moved to approve an Easement for Part of Lot 5 in Perryville Promenade, Phase 1, First Perryville Development Corp. and a Delegation of Authority for the District Executive Director to sign the Easement; seconded by Jones; motion passed upon roll call as follows:

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

Bernsten moved to approve Change Order No. 2, Cherry Valley Lift Station Pump 2 and 3 Replacement, Capital Project 1911, Nelson Carlson Mechanical; seconded by Sweeney; motion passed upon roll call as follows:

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

Jones moved to approve Change Order No. 1, 2019-20 Service Lateral Lining, Capital Project 2033, Performance Pipelining, Inc.; seconded by Sweeney; motion passed upon roll call as follows:

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

Cassaro presented the Plant Operations Monthly Snapshot and Trend Report for the previous month.

Reader provided a status of Collection Systems activity regarding sewer main line cleaning, televising crews, pipe replacement, manhole ticket backlog breakdown and manhole restoration for the month of December, 2019, and provided an additional year-end summary.

Black reported that, as of the end of December, 2019, total revenue is 0.8% below budget YTD, O&M expenses are 1.9% below budget YTD; operating income reflects \$6.9M, and the Statement of Cash Flows shows an increase of \$4.5M. The General Fund ended the month at \$35.4M.

Black presented the 2021-21 Proposed Budget for consideration. Vote will be taken at the February, 2020, Board Meeting.

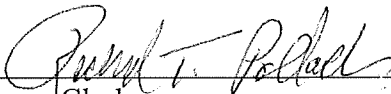
Black presented the Proposed Combined Rate Ordinance to be effective April 1, 2020, for consideration. Vote will be taken at the February, 2020, Board Meeting.

Sweeney departed the meeting at 6:45 p.m.

Robertson provided a status update regarding AssetWorks.

At 7:05 p.m., Pollack moved to adjourn the regular meeting; seconded by Jones; motion passed upon roll call as follows:

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


Clerk

