

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ROCK RIVER WATER RECLAMATION DISTRICT
MONDAY, OCTOBER 26, 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, 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: Steve Graceffa, District Director; 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; Dave Frerichs, Network Administrator; and Deborah Lyons, Executive Services Coordinator.

Others present: Bill 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 the revised Closed Session of September 24, 2015; 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

Engineering Manager Carroll stated the City sent a report. The annual residential and arterial street paving contract will be completed this week. The South Alpine box culvert is on track to be completed in November, and Jefferson Street Bridge will be completed by Thanksgiving. The Harrison Street project, 9th Street to 20th Street, has been pushed back. They are starting work on CIP projects for next year.

President Massier stated there was no WinGIS meeting. Supervisor Robertson stated the aerial photos are expected to be online in two or three weeks.

013817

President Massier presented the Disconnect Hearings Recap. Forty-five cases were heard on September 11. Two accounts were paid in cash, two were paid in full via credit card, twenty-three payment schedules were set, eleven sewer disconnects were ordered, two cases were continued to the next hearing, and five accounts were adjusted.

Trustee Kerestes stated the Investment Report showed Total Funds invested for the month of September was \$21,765,933.93, and earned interest of \$7,828.01. Report placed on file.

Trustee Kerestes moved to approve General Fund expenditures for the month of September 2015 in the amount of \$3,139,649.51; 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 September 2015 in the amount of \$329,408.80; 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

Status of Outstanding Agreements: (1) There has been no change in the status of the McDonald Creek Trunk South Branch Agreement. (2) The City has pushed back the Harrison Avenue Reconstruction Project (9th Street to 20th Street). (3) Staff is waiting for a response to some compensation language requested by the City for the Intergovernmental Agreement for West State Street (Business 20) Reconstruction, Phase 2 (IDOT). (4) The Intergovernmental Agreement for the Fisher Street – Haskell Street Special Assessment No. 127 project is pending before the City. (5) Staff is waiting to hear from the Village regarding McCurry Road Trunk Sewer, Phase 4 (Rinaldi, Roscoe). (5) The District has sent a Letter of Understanding to the Village of Rockton for the proposed Sanitary Sewer System Adoption for their approval.

Trustee Pollack moved to award the contract for the purchase of the Roscoe Lift Station Standby Generator to the low responsive and responsible bidder, Patten Power Systems, at a cost of \$121,957.00, to be funded through the Unidentified Projects Capital Account, CIP No. 96-1653; 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 schedule the Regular December Meeting for Wednesday, December 23, 2015, at 10:00 a.m.; 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 approve Remedies Renewing Lives Project, 220 Easton Parkway, Connection Fee Request, returning \$16,458.00 to the Shelter using funds from the Low Income Affordability Program; 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

District Director Graceffa requested that the discussion on Personnel be moved to Closed Session under 5 ILCS 120/2(C)(1) of the Open Meetings Act to discuss the employment or compensation of specific employees for the public body.

Attorney Howard stated he had two items for Closed Session under 5 ILCS 120/2(c)(11), of the Open Meetings Act, “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.”

Trustee Jones moved to approve the Plumber Bond Report for September – October 2015 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

Company	Bond No.	Expiration
Geostar Mechanical Inc.	0945812	5/31/2016
Kelsey Excavating	2143500	5/31/2016
Master Mart Plumbing	BLC9876327	5/31/2016

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

013819

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

Fairview Avenue and Guilford Road
Harold and Ann Ford

Trustee Hawks moved to approve Annexation Ordinance No. 15/16-A-11 annexing an area known as All World Way, Roscoe, described as 37.07 acres more or less containing those properties commonly denoted by PINs 04-15-300-019 and 04-15-300-020; 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 Hawks moved to approve Annexation Ordinance No. 15/16-A-12 annexing an area known as Lifetouch Publishing, Loves Park, described as 2.33 acres more or less containing those properties commonly denoted by PINs 08-33-104-010 and 08-33-127-003; 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 Pollack moved to approve Excess Flow Station Project, CIP No. 1106, IEPA L17-3201, Change Order No. 2, for 190 cubic yards above the plan quantity at the cost of \$38,000.00, and repair of existing 72" influent pipe to the junction chamber at the cost of \$11,384.49, for a total addition to the contract of \$49,384.49 and an adjusted contract amount of \$5,214,684.03; 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 approve Sewer & Easement Abandonment Request, Rockford Public Schools - Hillman School, providing for Vacation of Easement on PIN 16-05-151-003 due to abandonment of one section of public sewer and the easement on the school property; 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 Hawks moved to approve East State Street/Taco Bell Sewer Rehabilitation, CIP No. 1607, Change Order No. 1, for \$200.00 for additional traffic control and \$300.00 for concrete patch, for a total addition to the contract of \$500.00 and a new contract cost of \$212,606.00; 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 begin negotiations with EnviroNET for Incinerator Building Renovation, CIP No. 1508, Consultant Services; 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

Plant Operations Manager McFall stated he has an update for the Board regarding Urban Equity Holdings, Inc. and Metropolitan Hall Lofts LLC and requested these items be moved to Closed Session under 5 ILCS 120/2(c)(11) of the Open Meetings Act, “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.”

Supporting Services Manager Cook stated in the month of September District staff completed 18 services, 9 mainline repairs, 7 emergencies and 25 manhole tickets. The back-log of manhole tickets increased slightly for the month. Crews also responded to 1 mainline backup and completed 23 restoration tickets. Crews also installed two mains on Burton Street, which included 560 feet of 8-inch PVC pipe, 3 new manholes and 5 new services.

Trustee Pollack moved to authorize staff to move forward with the concept staff presented for STREAMS User Interface (UI) Modernization; 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

013821

Trustee Pollack moved to authorize staff to move forward with Virtual Desktop Infrastructure (VDI) as presented; 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 renew the Dental Insurance (8.3% rate increase), Life Insurance (no rate increase), and Medical Insurance (8.9% rate increase); 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

Business Manager Papke stated for the month ending September 30, 2015, the Income Statement shows user fee revenue 16% under budget month to date and 10% under budget year to date. Total revenue is 8% under budget month to date and 3% under budget year to date. O&M expenses are 5% under budget year to date. The Income Statement shows \$2,311,082 net operating income through September 30, 2015. The Statement of Cash Flows shows \$1,686,038 increase in cash for the 2015-2016 fiscal year. General Fund cash ended the month at \$21,234,941. There were 110 full time positions as of September 30 and 109 employees on staff with the Lab Tech III position being open.

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 1 and 11; 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

The Regular Meeting recessed at 5:53 p.m.

The Regular Meeting of the Board of Trustees reconvened at 6:32 p.m. No votes or actions were taken or decisions made in Closed Session.

President Massier asked District Director Graceffa to leave the meeting briefly.

The Board discussed whether anyone that is already at the District is interested in applying for the Director's position. Staff indicated no interest.

District Director Graceffa returned to the meeting.

Trustee Pollack moved to hire Brian Vogrinc to assist the District in recruiting a new Director contingent on an acceptable contract; 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

The Board directed staff to arrange a Special Meeting for Monday, November 2, 2015, with Brian Vogrinc to discuss the qualifications for the Director's position, and to publish the appropriate Notice.

There being no further business to come before the meeting, Trustee Hawks moved to adjourn; 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

Meeting adjourned at 6:48 p.m.

Clerk