

**MINUTES OF REGULAR MEETING  
BOARD OF TRUSTEES  
ROCK RIVER WATER RECLAMATION DISTRICT  
MONDAY, SEPTEMBER 22, 2014**

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

Donald Massier	President
Lloyd Hawks	Vice President
Elmer Jones	Trustee
Rick Pollack	Trustee
Donald Kerestes	Absent

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 & Technology Services Supervisor; and Deborah Lyons, Executive Services Coordinator.

Others present: William Howard, Attorney for the District; Carla Paschal, Sikich LLP; Mick Grondewold, Fehr Graham; Matt Knopp, Thermo Scientific; Rob Sautter, Jim Holloway, and Joel Sjostrom, Sjostrom & Sons; Jonathan McClelland, Civil Constructors, Inc.; Wendy Williams, RRWRD; and Harlan Johnson, Smart Mac Users Group (SMUG).

President Massier stated the meeting was being recorded.

Trustee Hawks moved to approve the Minutes of the Regular Meeting and Closed Session of August 25, 2014; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

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

Carla Paschal stated Sikich LLP performed the annual audit. The opinion was unqualified. The firm encountered no difficulties in performing the audit and had excellent cooperation with staff. A single audit report was also required this year because federal awards exceeded \$500,000 this year. No exceptions were noted.

Trustee Pollack moved to accept the Independent Auditor's Report by Sikich LLP; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

# 0140

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

President Massier stated there was no WinGIS report.

President Massier stated the Investment Report showed Total Funds invested for the month of August in the amount of \$27,215,008.20; interest earned was \$7,388.86. Report placed on file.

Trustee Pollack moved to approve the General Fund expenditures for the month of August 2014 in the amount of \$2,543,707.92; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

Trustee Hawks moved to approve the Special Assessment expenditures for the month of August 2014 in the amount of \$332,607.75; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

Status of Outstanding Agreements: (1) On the McDonald Creek Trunk South Branch Agreement, staff is working through language issues with the Village of Machesney Park. (2) Staff is waiting for the design work to be completed on the Harrison Avenue Reconstruction Agreement (9<sup>th</sup> Street to 20<sup>th</sup> Street). (3) District is waiting for the City to reschedule the 22<sup>nd</sup> Avenue Sanitary Sewer Extension, 6<sup>th</sup> Street to 7<sup>th</sup> Street. (4) The agreement for North Main Street Sewer Rehabilitation (Young to Riverside), CIP 1214, is moving along, waiting on IDOT to produce a document for us when the design is done.

An issue with the North Main Street Sewer Rehabilitation project has arisen. The District has existing sewers in easements along this project. IDOT is trying to put storm sewers on top of our sewers. They have purchased the land where our easement lays, and the easement grants us senior rights. IDOT is not acknowledging those rights. Staff plans to ask the attorneys to send a letter to IDOT.

Trustee Hawks moved to award the contract for an Inductively Coupled Plasma Spectrometer to Fisher Scientific, the low responsive/responsible bidder, for a cost of \$147,578.24; seconded by Trustee Jones. Staff stated three bids were received; two of them were

considered to be responsive. All bids had exceptions and/or irregularities. \$100,000.00 of the cost is provided by the capital budget; \$17,414.76 will be allocated to the Operating and Maintenance Budget over a four year period. The **motion on the floor passed** upon roll call as follows:

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

Trustee Pollack moved to authorize the President to execute a Notice of Intent to Award the contract for Excess Flow Station Pumps, CIP No.1106, to Xylem Inc. – Flygt Pumps, the low responsive/responsible bidder, for a cost of \$339,705.00; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

Trustee Pollack moved to award the contract for New Milford Commons, Special Assessment No.129, to GO Excavating, Inc., low responsive/responsible bidder, for a cost of \$106,189.00; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

Trustee Hawks moved to award the contract for Booker Street Replacement, CIP 1503, and Woodrow Street Extension, CIP 1573, to GO Excavating, Inc., low responsive/responsible bidder, for a cost of \$213,799.66; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

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

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

New Milford Commons  
Edwar & Issa Lazar

# 0142

Trustee Pollack moved to approve Annexation Ordinance 14/15-A-09 annexing an area described as 1.79 acres more or less located at 6541 and 6573 9<sup>th</sup> Street, Rockford, identified as PINS 15-24-301-004 and 15-24-301-005; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

Trustee Pollack moved to approve Annexation Ordinance 14/15-A-10 annexing an area described as 2.79 acres more or less located at Ventura and Brentwood, Rockford, identified as PINS 08-07-478-003, 08-07-478-004, 08-18-203-005 and 08-18-203-006; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

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

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

East High School, Rockford  
Prescriptive

Trustee Pollack moved to authorize Rockford School District 205, Sewer and Easement Abandonment Request for East High School; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

Trustee Pollack moved to approve Fuller Creek, CIP No.0777, Trunk, Phase B, Change Order No. 3 increasing time to complete the contract by 38 calendar days, providing for delays in beginning and finishing the work because of delays at the pump station; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

Elmer Jones	Aye
Lloyd Hawks	Aye
Donald Massier	Aye



# 0144

Lloyd Hawks	Aye
Donald Massier	Aye
Rick Pollack	Aye

Jim Holloway enumerated causes for delays during the project and requested waiver of liquidated damages for the Co-Digestion High Strength Waste Receiving Station. Sjostrom spent money to do things out of sequence in order to make up for time lost in submittals.

Staff stated that from the day the primary problem with the dome was identified, it was four months before the matter was resolved. The dome and the fiberglass tanks inside the dome were critical path items but submittals for these items were seen very late. The shop drawing project management issue was the cause of the problems the Contractor had. The recommendation staff submitted to the Board is a compromise.

Trustee Jones moved to follow staff's recommendation for Co-Digestion High Strength Waste Receiving Station, CIP No. 1155, Contractor Claim of Liquidated Damages and enforced 63 days of liquidated damages for a charge of \$18,900; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

Trustee Pollack moved to approve Harrison Avenue Sewer Rehabilitation, CIP No. 1506, Consultant Agreement Amendment in the amount of \$31,928.92; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

President Massier stated the Board thanks Mary Johnson for representing the District at Jefferson High School and doing a great job, as described in the letter received from the school earlier this week. The Board directed staff prepare a letter to Ms. Johnson for the Board's signature.

In the month of August, District staff completed 12 services, 8 mainline repairs, 4 emergencies and 29 manholes tickets. The back-log of manhole tickets increased slightly for the month. There were no mainline backups. Twenty-six restoration tickets were completed.

Business Manager Papke stated for the month ending August 31, 2014, the Income Statement shows user fee revenue 3% under budget month to date and 4% under budget year to date. Total revenue is 4% over budget month to date and is about equal to budget year to date. O&M expenses are 3% under budget year to date. The Income Statement shows \$1,718,319 net operating income through August 31, 2014. The Statement of Cash Flows shows \$2,581,631 increase in cash for the 2014-2015 fiscal year. General Fund cash ended the month at

\$20,530,733. The total number of full time positions as of August 31 was 111; the total number of full time employees was 109; the vacant positions were Lab Tech II and Treatment Plant Operator.

Trustee Hawks moved to approve filling the open position of Billing and Collection Clerk and to fill any positions that may become open as a result of movement within the District; seconded by Trustee Pollack; **motion passed** upon roll call as follows:

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

Harlan Johnson expressed appreciation for the District's participation in the ongoing efforts to restore the level of the lake at Parker Woods. Mr. Johnson asked that the District give consideration to providing broadband to its users as an additional revenue source by installing cable inside the sewer lines. District Director Graceffa stated staff has followed this technology; in this case, it may be better to let someone else test the technology and find the shortcomings.

Trustee Pollack moved to recess the Regular Meeting of the Board of Trustees to hold the Regular Meeting of the Committee of Local Improvements; seconded by Trustee Hawks; **motion passed**. The Regular Meeting recessed at 6:12 p.m.

The Regular Meeting of the Board of Trustees reconvened at 6:13 p.m.

There being no further business to come before the meeting, Trustee Pollack moved to adjourn; seconded by Trustee Hawks; the meeting adjourned at 6:13 p.m.

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Clerk