

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ROCK RIVER WATER RECLAMATION DISTRICT
MONDAY, APRIL 27, 2015**

President Massier called the Regular Meeting of the Board of Trustees of the Rock River Water Reclamation District to order at 5:16 p.m. in the Board Room at the District Administration Building, 3501 Kishwaukee Street, Rockford, Illinois. The following Trustees were present:

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; and Deborah Lyons, Executive Services Coordinator.

Others present: Bill Howard, Attorney for the District; Paul Boersma, Black & Veatch; Jamie Rott, City of Rockford; and Pankaj Mahajan; First Rockford Group.

President Massier stated the meeting was being recorded.

Trustee Hawks moved to approve the Minutes of the Regular Meeting of March 23, 2015; 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 the Minutes of the Special Meeting of April 16, 2015; 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

Jamie Rott updated the Board on the City's progress on their various projects.

0194

President Massier asked Information and Technology Services Supervisor Robertson to give the WinGIS report. Supervisor Robertson stated the group is working on applications for various agencies. The fly-over for new aerals is probably complete; the aerals are expected to be online in July.

Trustee Kerestes stated the Investment Report showed Total Funds invested for the month of March was \$19,881,025.08; interest earned was \$6,927.87. Report placed on file.

Trustee Kerestes moved to approve the General Fund expenditures for the month of March 2015 in the amount of \$1,953,830.55; 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 approve the Special Assessment Fund expenditures for the month of March 2015 in the amount of \$42,441.69; 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

The Status of Outstanding Agreements is as follows: (1) Staff is waiting for further discussion from the Village of Machesney Park regarding their language requests for the McDonald Creek Trunk South Branch Agreement; (2) District is waiting for the City to approve the Harrison Avenue Reconstruction Agreement (9th Street to 20th Street) for the cost sharing for our portion of the work; (3) Engineering is underway for the West State Street (Business 20) Reconstruction, Phase 2 (IDOT) project; (4) the Ingersoll Sanitary Sewer Easement Encroachment (Rockford) is on the City's agenda for approval; (5) Newburg Village has submitted a request for modification of the Newburg Village Sewer Replacement Funding Agreement (Newburg Village Home Owners Association) which is on the Agenda for the Board's consideration later on in the meeting.

Trustee Pollack moved to award the three-year contract for Office Supplies with Delivery Service to the low responsive/responsible bidder, Mid-City Office Products, for an estimated cost of \$11,188.00 per year based on the eighty-item representative list provided; 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 award the contract for Maintenance Building Fire Door Replacement to the low responsive/responsible bidder, Raynor Door Authority, for the cost of \$28,900.00; 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 award the contract for Biosolids Utilization to the incumbent and low responsive/responsible bidder, Stewart Spreading, for the cost of \$14.94 per wet ton; 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 Hawks moved to award the contract for a Portable Rotary Screw Air Compressor to the low responsive/responsible bidder, All Contractors Equipment, for the cost of \$12,418.00; 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 Jones moved to award the contract for Main Pump Station's Pump 2 & Pump 4 VFD (Variable Frequency Drive) Replacement to the low responsive/responsible bidder, Special Power, for the cost of \$214,750.00; 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 Pollack moved to award the contract for Ingersoll Sanitary Sewer Reroute to the low responsive/responsible bidder, Fischer Excavating, Inc., for the cost of \$188,465.45; 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 Jones moved to award the contract for Codigestion Receiving Station Phase 2 to the low responsive/responsible bidder, Sjostrom & Sons, Inc., for the cost of \$1,030,000.00; 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 Jones moved to allow staff to make changes to the Oak Crest Sanitary Sewer Extension, Special Assessment No. 118 bid document as proposed by staff, to expand the bidding radius to 60 miles, and to re-bid the project; 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 reschedule the September Regular Meeting to Thursday, September 24th, 2015, to enable Trustees and staff to attend WEFTEC; 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

Attorney Howard stated he had nothing to report to the Board at this time.

Trustee Pollack moved to approve the Plumber Bond Report for February 2015 – March 2015 as presented; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

Company	Bond No.	Expiration
Snider Plumbing	RSB4133861	May 31, 2015

Snider Plumbing RSB4133862 May 31, 2015

Trustee Kerestes 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
Donald Kerestes	Aye
Rick Pollack	Aye

Ingersoll Sanitary Sewer Reroute
City of Rockford

Trustee Kerestes moved to approve Annexation Ordinance No. 14/15-A-23 annexing an area described as 0.81 acres more or less known as Kapala & Haynes, Loves Park, PINs 08-32-452-013 and 08-32-452-014; 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 approve Annexation Ordinance No. 14/15-A-24 annexing an area described as 2.35 acres more or less known as Gibson & Gifford, Rockford, PINs 12-11-177-002 and 12-11-177-008; 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 Rockford School District 205 Sewer and Easement Abandonment Request, Marsh School, providing for the privatization of the section of public sewer serving the school and the vacation of the District's easement; 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 Jones moved to approve CoDigestion Receiving Station Phase 2, CIP No. 1155, Consultant Amendment No. 3 for additional design requests related to piping issues near the

0198

project area, evaluation of a cost savings alternative on the cover for the tank, and construction phase engineering services for an adder of \$68,100.00 to the price of the contract, and a revised total contract price of \$569,112.00; 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 Pollack moved to approve modification to the Newburg Village Service Agreement to allow lining repairs if that method is appropriate to resolve a future problem; 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 Pollack moved to reject the bid for Electricity Supply submitted by Direct Energy Business Marketing due to the supplier's inability to honor their bid price, and to award the contract to Beacom Energy (representative of Consolidated Edison), the new low conforming bidder, for the retail service charge (RSC) of \$0.0141/kWhr if an agreement can be reached and, if an agreement cannot be reached, to award the contract to GDF Suez for the RSC of \$0.01491/kWhr; 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

In the month of March, District staff responded to 17 emergencies and completed 82 services and 13 manhole tickets. The back-log of manhole tickets decreased slightly for the month. Crews are still in the process of televising and reviewing upcoming CIP projects, and have started construction throughout the Rockford area. Crews also responded to 6 mainline backups.

Supporting Services Manager Cook stated staff placed an early order for one of the vehicles in this year's proposed budget due to the manufacturer's cut-off date for the State's purchasing program. This vehicle will replace the current vehicle used by the District's courier.

Business Manager Papke stated for the month ending March 31, 2015, the Income Statement shows user fee revenue 3% under budget month to date and 1% under budget year to date. Total revenue is equal to budget month to date and 1% over budget year to date. O&M expenses are 3% under budget year to date. The Income Statement shows \$3,242,125 net

operating income through March 31, 2015. The Statement of Cash Flows shows \$1,493,937 increase in cash for the 2014-2015 fiscal year. General Fund cash ended the month at \$19,443,039. The total number of full time positions as of March 31 was 109; total number of full time employees was 109.

Trustee Pollack moved to approve Resolution No. 14/15-05 Setting Forth and Expressing an Official Intent Regarding Certain Expenditures To Be Reimbursed With The Proceeds of Indebtedness of the District to be Issued in the Future if the District issues the rest of the bonds that have been authorized; 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 approve A Combined Annual Budget and Appropriations Ordinance for the Rock River Water Reclamation District for the Fiscal Year Beginning May 1, 2015, and Ending April 30, 2016, Ordinance No. 14/15-B-03; 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 that although the Main Pump VFD and codigestion work combined together are roughly \$284,000 over budget, staff believes the extra expense can be managed. Revenues are traditionally over budget, expenses are usually under budget, and conservative budgeting for capital projects provides what is believed to be an adequate cushion for these overages.

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

Meeting adjourned at 6:01 p.m.

0200

Clerk