

**MINUTES OF REGULAR MEETING  
BOARD OF TRUSTEES  
ROCK RIVER WATER RECLAMATION DISTRICT  
MONDAY, JULY 25, 2016**

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:

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

Staff members present: Timothy Hanson, District Director; Dana Carroll and Christopher Baer, Engineering Managers; Larry McFall, Plant Operations Manager; David Cook, Supporting Services Manager; Frank Papke, Business Manager; Michael Robertson, ITS Supervisor/Chief Information Officer; and Deborah Lyons, Executive Services Coordinator.

Others present: William Howard, Attorney for the District; Bob Meyer, Bruce Wood, and Molly Newell, Environet; and Jason Irvin, City of Rockford.

President Massier stated the meeting was being recorded.

Trustee Kerestes moved to approve the Minutes of the Regular Meeting and Closed Session of June 27, 2016; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

Molly Newell reviewed the progress Environet, Inc. has made on Capital Project No. 1508 to date. The components of the project have been evaluated in regard to categories and remedies. Asbestos and Lead Base Paint Abatement has been done, potential buyers identified for reusable and recyclable metal scrap, and an inventory completed. A 3-D model has been developed and printed to scale. Environet estimates the value of recyclable metals to be between \$50,000 and \$60,000. The value of the iron will likely be off-set by the cost of the final disposition of the ash. The next steps include the pilot test of ash removal techniques and preparing the bid package for deconstruction and ash removal. Environet recommends a large time window for contractors to perform the work in order to obtain the best bid prices.

# 013892

Jason Irwin presented an update of the City's current projects. The intersection at Eleventh Street and Harrison is expected to be open in three weeks. Another street package will be bid in mid August. Airport Drive is now open. Bridge removal continues on Tenth and Twelfth Streets and the Whitman interchange.

President Massier asked Mike Robertson to present the WinGIS report. Staff reported that WinGIS is re-evaluating how the cost is shared and is looking at a method to bring in other counties. There may be some changes in how the cost is calculated.

President Massier stated 27 cases were heard at the Disconnect Hearings on June 10, 2016. Three accounts were paid in full with credit cards, 10 payment schedules were set up, 12 sewer disconnections were ordered, one account was continued to the next hearing, and one account was sent to the collection agency.

Personnel was moved to Closed Session under the Open Meetings Act at 5 ILCS 120/2(c)(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

Trustee Kerestes stated the Investment Report for the month of May showed Total Funds invested for the month was \$21,670,288.10 and earned interest of \$10,998.07. Report placed on file.

Trustee Kerestes moved to approve General Fund expenditures for the month of May 2016 in the amount of \$3,673,100.22; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

Trustee Kerestes moved to approve Special Assessment expenditures for the month of May 2016 in the amount of \$79,506.84; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

Trustee Kerestes stated the Investment Report for the month of June 2016 showed Total Funds invested for the month was \$21,406,710.58 and earned interest of \$10,749.20. Report placed on file.

Trustee Kerestes moved to approve General Fund expenditures for the month of June 2016 in the amount of \$3,524,558.52; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

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

Trustee Kerestes moved to approve Special Assessment expenditures for the month of June 2016 in the amount of \$357,494.76; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

Staff reported no change in the status of the Outstanding Agreements for McDonald Creek Trunk South Branch, W. State Street Reconstruction, McCurry Road Trunk Sewer Phase 4, or Village of Rockton Sanitary Sewer System Adoption. Harrison Avenue Reconstruction (9<sup>th</sup> to 20<sup>th</sup> Streets) is on the Agenda for approval later in tonight's meeting, as is Fisher Street – Haskell Street Special Assessment. A draft agreement for reimbursement for the City of Rockford, Jefferson Street Storm Sewer Replacement in conjunction with the District's Sanitary Sewer Rehabilitation is being prepared.

Staff reported that a final change order for the Excess Flow Station will be coming to the Board soon. The contractor did not meet their deadline. The work was primarily done at that time; however, paperwork was not completed. The project is finished and plants are growing. The plants will be given about a year to become established before the station is put into operation.

Trustee Jones moved to award the contract for Jonquil Place Sanitary Sewer Reroute to the low responsive responsible bidder, N-Trak Group LLC, for the sum of \$133,999.35; seconded by Trustee Kerestes; **motion passed** upon roll call as follows:

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

District Director Hanson stated we have an employee retiring on August 19, 2016, and will be awarded a plaque which reads as follows:

*Rick Olson  
 Congratulations on Your Retirement  
 Thank You for 42 Years  
 Diligent and Faithful Service  
 Board of Trustees  
 July 25, 2016*

# 013894

Attorney Howard stated he had one item for closed session under the Open Meetings Act at 5 ILCS 120/2(c)(21) to discuss minutes of meetings lawfully closed under the Act.

Trustee Jones moved to approve the Plumber Bond Report for June 15, 2016, to July 15, 2016, 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

<b>Company</b>	<b>Bond No.</b>	<b>Expiration</b>
Collins Sanitary	2157190	5/31/2017
Lungo's Plumbing	1841480	5/31/2017
Lungo's Plumbing	BLCA761273	5/31/2017

Trustee Jones moved to approve the easements for the month 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

Riverside LM  
F&P Riverside, L.L.C.

Jonquil Place Sanitary Sewer Reroute  
Thad N. and Traci R. Gomez

Trustee Hawks moved to approve Fisher Avenue – Haskell Avenue Sanitary Sewer Extension Special Assessment No. 127 and Watermain Replacement Intergovernmental Agreement with City of Rockford; seconded by Trustee Kerestes; **motion passed** upon roll call as follows:

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

Trustee Jones moved to approve Harrison Avenue Reconstruction, 9<sup>th</sup> Street to 20<sup>th</sup> Street, Intergovernmental Agreement with City of Rockford; seconded by Trustee Kerestes; **motion passed** upon roll call as follows:

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

Trustee Hawks moved to authorize staff to post the Engineering Supervisor Position and to fill positions that may come open as a result of movement within the department; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

Trustee Hawks moved to approve Easement Abandonment at the property for Heartland Community Church, PIN 12-29-451-010, and the property at Cessna Drive Sanitary Sewer Extension site, PINS 15-14-301-001, 15-22-226-005, 15-22-203-001, and 15-23-101-007; seconded by Trustee Kerestes; **motion passed** upon roll call as follows:

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

In the month of June, District staff completed 31 services, 6 main line repairs, 41 manhole tickets, and 27 restoration tickets. The back-log of manhole tickets decreased for the month. There was only one backup and staff responded to 14 emergencies. Staff also installed a new main line on the 2100 block of Burton Street including 2 new manholes, 234' of 8" main, and 2 new services.

For the month ending May 31, 2016, the Income Statement shows user fee revenue 19% under budget month to date, 19% under budget year to date. Total revenue is 14% under budget month to date, 14% under budget year to date. O&M expenses are 7% under budget year to date. The Income Statement shows \$406,956 net operating income through May 31, 2016. The Statement of Cash Flows shows \$924,265 increase in cash for the 2016-2017 fiscal year. General Fund cash ended the month at \$20,934,953. District had 114 full time positions; 112 employees were on staff.

For the month ending June 30, 2016, the Income Statement shows user fee revenue 6% under budget month to date, 12% under budget year to date. Total revenue is 4% under budget month to date, 9% under budget year to date. O&M expenses are 5% under budget year to date. The Income Statement shows \$1,479,818 net operating income through June 30, 2016. The Statement of Cash Flows shows \$1,977,933 increase in cash for the 2016-2017 fiscal year. General Fund cash ended the month at \$21,988,621. District had 114 full time positions; 111 employees on staff.

Trustee Jones 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)(1), to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; and at 5 ILCS 120/2(c)(21) to discuss minutes of meetings lawfully closed under the Act; seconded by Trustee Hawks; **motion passed** upon roll call as follows:

# 013896

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

The Regular Meeting recessed at 5:47 p.m.

The Regular Meeting of the Board of Trustees reconvened at 5:48 p.m. President Massier stated no decisions were made or actions taken in Closed Session.

Trustee Kerestes moved to adjust the District Director's salary according to the contract provisions; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

There being no further business to come before the meeting, Trustee Hawks moved to adjourn; seconded by Trustee Jones; **motion passed** upon roll call as follows:

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

Meeting adjourned at 5:49 p.m.

---

Clerk