

**MINUTES OF REGULAR MEETING  
BOARD OF TRUSTEES  
ROCK RIVER WATER RECLAMATION DISTRICT  
MONDAY, JULY 24, 2017**

The Regular Meeting of the Board of Trustees of the Rock River Water Reclamation District was called to order at 4:18 p.m. at the front entrance to the District Administration Building, 3501 Kishwaukee Street, Rockford, Illinois. The Board of Trustees and District's Management Team were present, as well as special guest District Director Emeritus Steve Graceffa and family. Also in attendance were former Winnebago County Board Chairman Scott Christiansen, former Trustees, friends of the Graceffa family, and District employees and retirees.

District Director Hanson stated, "Today we celebrate Steve Graceffa's legacy of 46 years of service with the Reclamation District. Steve started as an entry level truck driver and worked his way up. The last ten years of his service to the District was as District Director. Today we want to celebrate his lasting legacy - this building - which sums up his career. It is a beautiful facility. It was the Rock River Water Reclamation District Administration Building and will now be the Graceffa Administration Building."

District Director Hanson recognized Steve's wife, Linda Graceffa, sons Brian and Scott and families, father Ben, former County Board Chair Scott Christiansen, current Trustees, former Trustee Lloyd Hawks, and former staff members Attorney John Roseberg and Richard Eick.

District Director Hanson stated, "This building, the house that Steve built, is off of the plant. Formerly, offices were scattered across the plant, and the unpleasant odor made it difficult to have visitors. In addition, we are environmentalists and we want people to know what we do.

"As Director, Steve was a visionary in that he knew he needed an administration building off plant. This property was a farm; the house was set on a seven acre plot. Steve wanted to build on that plot. The property was purchased early in Steve's tenure as Director; three years later the building was built and dedicated. We now have a 40,000 square foot state of the art facility. The amenity in the lobby includes the 19,000 gallon water tank which demonstrates the kinds of fish we have in the Rock River. There is also a model of the plant, which shows what the plant does, so it is an educational tool as well. The building is illuminated by sunlight during the day; plant effluent is pumped to the building and adjusted to regulate air temperature and conserve energy; methane gas generated at the plant is converted into electricity which also serves the building. The building was built on time and under budget at approximately \$9 million. It was designed by Larson & Darby and the contractor was Scandroli Construction."

Scott Christiansen stated, "I have known Steve a long time. President Massier and the Board do a great job. I have appreciated the District's partnership with the County. As Director, Steve Graceffa had a "we'll figure it out and get it done" attitude. Even when Steve thought an idea was way off base, he was supportive. The completed projects will benefit the community for many years to come. Congratulations on a job very well done, Steve. I'm glad to call you my friend."

**013979**

President Massier stated, “Steve Graceffa did a great job on this building, built it under budget and on time. Steve devoted his whole working life to the District from the time he came in as a truck driver until the day he drove out of the parking lot as retired Director. I want to thank Linda and Steve’s family for loaning Steve to us for all these years. God bless you, Steve.”

District Clerk/Treasurer Rick Pollack asked Steve Graceffa to join him at the podium and read the following resolution:

**Resolution Of  
Rock River Water Reclamation District  
17/18-01**

WHEREAS, in 1970, Steve Graceffa accepted the position of truck driver for the Rock River Water Reclamation District, thus beginning a career with the District which would span 46 years; and

WHEREAS, Graceffa was repeatedly recognized by District management with positions of increasing responsibility throughout the years, where, at each level, he gained the respect and trust of those with whom he worked; and

WHEREAS, Graceffa’s dedication and contributions to the District led the Board of Directors to name him District Director in 2005; and

WHEREAS, under Graceffa’s leadership, the District grew from a regional, small collection organization to a full collection system serving over 240,000 people, covering over 100 square miles, and including an underground sewer network greater than 1,100 miles, the second largest in the State of Illinois; and

WHEREAS, additional examples of Graceffa’s impressive contributions to the District include:

- establishing a five-year cleaning plan now recognized as the standard in collection system management for over 35 years;
- improving the overall collection system, including repaired pipe, lined sewer mains, and rehabilitated manholes, all resulting in reduced costs to the community;
- updating methods of collecting data, televising and inspecting the system; and

WHEREAS, in addition to his vast system and technological knowledge, Graceffa’s leadership skills were exemplary. This is apparent by the high esteem in which he is held by employees, the Board of Directors, and the community at large; and

WHEREAS, in 2009, under his leadership, Graceffa’s passion for implementing new technology was exemplified again with the design and construction of the District’s new Administration Building. The 40,000 SF energy-friendly “green” facility uses effluent water from the District to supply 30 heat pumps to regulate the heating and cooling systems and seven rain gardens to reduce and reuse storm runoff. Inside the building, Graceffa included a 6-by-16-foot interactive replica of the treatment plant’s layout and the sequential steps in processing solid and liquid waste and generating energy as a by-product of that process. Taking into account conservation requirements such as materials used during construction, how the trash was handled, storm water drainage, the availability of bicycle parking and a bus route, as well as how the building is heated, cooled and lit, the building

received Leadership in Energy and Environmental Design (LEED) Silver Certification in 2010.

NOW, THEREFORE BE IT RESOLVED, in light of Steve Graceffa's many accomplishments and contributions to the Rock River Water Reclamation District, the City of Rockford, Winnebago County, and the surrounding area, the Rock River Water Reclamation Board of Directors do hereby name the administration building the "Steven F. Graceffa Administration Building."

The above and foregoing Resolution was adopted by the Trustees of the Rock River Water Reclamation District this 24<sup>th</sup> day of July, 2017.

Donald J. Massier, President  
Elmer Jones, Vice President  
Rick Pollack, Clerk/Treasurer  
John F. Sweeney, Trustee  
Ben Bernsten, Trustee

Steve Graceffa stated, "For someone who was supposed to know everything that was going on at the District, you certainly surprised me! I actually thought this renaming of the building was for Don Massier. I would be remiss if I didn't acknowledge all of the people I have worked with. I couldn't have done all of this alone, obviously. Don Massier has been instrumental in the things that happened.

"This property was previously the Johnson Farm. When Mr. Johnson passed on, his family subdivided the area and made it industrial property. Soon after I became Director, the last section of the property containing the Johnson farmhouse became available. Negotiations began and we were eventually able to come to terms. One of the most conservative men on the Board of Trustees was Don Kerestes. I had finally gotten done with the purchase, and we had closed on the property. A month had gone by and I went to a Board meeting. Don mentioned the closing and said he had seen the check for the property go through; he asked where were the plans for the building. In total shock, I replied we needed to do some things before we could proceed with building. Don said, 'Let's get those things done.' This was shocking, coming from the most conservative Board member.

"I share this building with some other people. You don't notice because the plaques are kind of small. Frank St. Angel was kind of the ombudsman, a people person, so we named the cafeteria after Frank. The Engineering Conference Room has Bob Stringer's name on it, who was a Trustee and an engineer himself. The Board Room has Roger Erkert's name on it. No one could be more proud than I to have my name along with those. It truly is an honor and I thank you from the very bottom of my heart.

"Thank you for coming; I appreciate it. There are faces here we don't see often and it is certainly an honor to have all of you here. Thank you."

District Director Hanson unveiled the monument and read the plaque which reads:

This building is hereby named

**The Graceffa Administration Building**

# 013981

In honor of Steve Graceffa

Employee 1970-2005  
District Director 2005-2016

Whose 46 years of commitment, dedication, and vision improved the lives  
of the citizens of Winnebago County

Board of Trustees  
Rock River Water Reclamation District  
July 24, 2017

District Director Hanson thanked staff for their respective contributions and recessed the assembly for a reception in the lobby. Meeting recessed at 4:40 p.m.

The Regular Meeting reconvened at 5:22 p.m. in the Board Room. The following Trustees were present:

Donald Massier	President
Rick Pollack	Clerk/Treasurer
Elmer Jones	Trustee
John F. Sweeney	Trustee
Ben Bernsten	Absent

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

Others present: Attorney Rob Torbert; Susan Skinner, District Legal Secretary; and Wayne Duckmann, District Land Surveyor.

President Massier stated the meeting was being recorded.

Trustee Pollack moved to approve the Minutes of the Regular Meeting and Closed Session of June 26, 2017; seconded by Trustee Jones; motion passed upon roll call as follows:

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

President Massier stated WinGIS staff has been successfully moved to the City's facility. Possible affiliation with other entities remains undecided.

Trustee Pollack stated the Investment Report showed the District had \$22,680,544.61 Total Funds invested for the month of June and earned interest in the amount of \$19,175.78. Report placed on file.

Trustee Pollack moved to approve Total General Fund Expenditures to Be Approved for the month of June 2017 in the amount of \$6,047,748.27; seconded by Trustee Jones; motion passed upon roll call as follows:

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

Trustee Pollack moved to approve Total Special Assessment Fund Expenditures for the month of June 2017 in the amount of \$34,618.23; seconded by Trustee Jones; motion passed upon roll call as follows:

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

Manager Baer reported no change in the status of the agreements for McDonald Creek Trunk South Branch; W. State Street Reconstruction, Phase 2; or McCurry Road Trunk Sewer Phase 4.

The Willowbrook Road portion of Harlem-Roscoe Fire District, Lateral Sanitary Sewer Extension – Special Assessment No. 130 will be handled by the Village of Roscoe so staff will remove that portion from the report. The Intergovernmental Agreement for the portion of the Harlem-Roscoe project from Smythe Avenue to serve Fire Station No. 2 is going to their Board tonight; this matter will be presented to the Board later in this meeting for approval.

Staff continues to coordinate preliminary design elements for the Soper Street (Swift Street to Westfield Road) Water and Sewer Main Improvements (Village of Winnebago) Agreement with the Village and anticipates presenting the Agreement to the August Board Meeting for consideration. The City of Rockford has requested the addition of watermain improvements in the Rock Street Sanitary Sewer Repairs and Watermain Replacement – CIP 1820; an agreement will be presented to the Board later this evening.

Trustee Jones moved to authorize award of the contract (Base Bid plus Bid Alternates 1, 2, and 3) for Machesney Park Pump Station Screening Replacement, CIP No. 1663, to the low responsive, responsible bidder, Mechanical Incorporated, for the sum of \$443,900.00 for upgrades to the equipment and to improve efficiency; seconded by Trustee Pollack; motion passed upon roll call as follows:

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

Trustee Jones moved to authorize award of the contract for Machesney Park Pump Station Standby Generator, CIP No. 96-1826, to the low responsive, responsible bidder, Steiner Electric

# 013983

Company, for the sum of \$69,695.00, to replace the existing 125kW unit with a 200kW unit; seconded by Trustee Pollack; motion passed upon roll call as follows:

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

District Director Hanson recognized staff who handled the plant and flooding issues during the excessive rains, both in municipal areas and in the Village of Winnebago. They did a good job.

Trustee Jones moved to approve the Plumber Bond Report for June 1 – July 30, 2017, as presented; seconded by Trustee Pollack; motion passed as follows:

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

<b>Company</b>	<b>Type</b>	<b>Bond</b>	<b>Expires</b>
Abel Plumbing	Private Bond	9916168	5/31/2018
Abitua Sewer & Plumbing	Contractor Bond	9179556	5/31/2018
Abitua Sewer & Plumbing	Private Bond	9179585	5/31/2018
Aspen Plumbing Co	Private Bond	LSM0999122	5/31/2018
Atlas Plumbing and Heating Inc.	Private Bond	LSM0067660	5/31/2018
Briarwood Builders Inc	Private Bond	63047649	5/31/2018
Commercial Mechanical, Inc.	Private Bond	LPM9192870	5/31/2018
Design Plumbing & Piping Inc.	Public Bond	62706058	5/31/2018
Design Plumbing & Piping Inc.	Private Bond	62704068	5/31/2018
Freed Plumbing	Private Bond	RLI0630523	5/31/2018
Geostar Mechanical, Inc.	Private Bond	0945812	5/31/2018
JB Contracting	Private Bond	9220848	5/31/2018
Kelsey Excavating Inc.	Contractor Bond	2430064	5/31/2018
Master Mart Plumbing	Private Bond	BLC9876327	5/31/2018
MO-ST Plumbing & Mechanical	Public Bond	397083C	5/31/2018
MO-ST Plumbing & Mechanical	Private Bond	774960C	5/31/2018
Northern Illinois Service Co.	Contractor Bond	LSF224043	5/31/2018
Packard Excavating	Contractor Bond	7900646996	5/31/2018
Pearson Plumbing & Heating	Public Bond	RLI0488281	5/31/2018
Pearson Plumbing & Heating	Private Bond	RNB0488280	5/31/2018
Rockford Septic System Co	Private Bond	0507494	5/31/2018

Trustee Jones moved to approve Annexation No. 17/18-A-04, annexing 20.6 acres more or less known as Plat No. 4 (Lots 106 and 107) Swanson Park as presented; seconded by Trustee Sweeney; motion passed upon roll call as follows:

Elmer Jones	Aye
Donald Massier	Aye

Rick Pollack	Aye
John Sweeney	Aye

Trustee Jones moved to approve OSF St. Anthony Medical Center Request to Vacate Sewer Main from and including manhole 110-030 to approximately 48' north of manhole 110-136, allowing manhole 110-030 to be used as the sampling manhole; seconded by Trustee Sweeney; motion passed upon roll call as follows:

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

Manager Baer stated the mechanical seal for Main Pump No. 3 is in need of replacement. Mechanical, Inc. has completed their scope of the work and will have no involvement with this issue; therefore staff will prepare a Final Quantities Change Order for Mechanical Inc. for Main Pump Station Contracts, CIP No. 1422, for presentation at the August Board meeting.

Trustee Jones moved to approve Fischer-Haskell Sanitary Sewer Extension, Special Assessment No. 127 and City of Rockford Watermain & Roadway Improvement, Change Order No. 3, extending the time of completion due to extreme rains, layout delays, and staking discrepancies with the City's remaining portion of the work; seconded by Trustee Pollack; motion passed upon roll call as follows:

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

Trustee Jones moved to approve W. Jefferson Street Sewer Rehab, CIP No. 1705, Change Order No. 1, for an addition of \$78,212.14 to the contract price for unforeseen extra work as outlined in staff's memo and IDOT utility permit requirements for traffic control, for a final contract value of \$328,489.64; seconded by Trustee Sweeney; motion passed upon roll call as follows:

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

Trustee Pollack moved to accept staff's recommendation and to retain Testing Service Corporation to perform Independent Testing Laboratory Services for the Gravity Belt Thickener Expansion project, CIP No. 1610, and to authorize the District Director to approve a purchase for a cost not to exceed \$19,900.00; seconded by Trustee Sweeney; motion passed upon roll call as follows:

Elmer Jones	Aye
Donald Massier	Aye

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Rick Pollack	Aye
John Sweeney	Aye

Trustee Pollack moved to approve Rock Street Sanitary Sewer Repairs, CIP No. 1820, and Water Main Replacement, Intergovernmental Agreement as presented by staff, provided it is approved as written by the City of Rockford; seconded by Trustee Sweeney; motion passed upon roll call as follows:

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

Trustee Jones moved to approve Agreement for Lateral Sanitary Sewer Extension for Harlem-Roscoe Fire Protection District, Special Assessment No. 130, as presented by staff, provided it is approved by the Fire District; seconded by Trustee Pollack; motion passed upon roll call as follows:

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

Manager Baer stated staff recommends adding a position entitled Project Engineer II – Plant Operations Specialist to help the District update the plant. No action was taken.

Trustee Jones moved to approve Aqua Aerobic Systems, Inc. – Supplemental Agreement allowing the expansion of their facilities at the District to include a structure for a new Granular Activated Sludge demonstration plant; seconded by Trustee Pollack; motion passed upon roll call as follows:

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

Trustee Jones moved to approve purchase of replacement laser flow meter from Gasvoda & Associates per their Quote for Replacement Signature Laserflow in the amount of \$14,103.00 for parts only; seconded by Trustee Pollack; motion passed upon roll call as follows:

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

Manager McFall stated since June 1, the area has received 14.6” of rain, which is twice the amount of rain we would normally receive in that period of time. On June 28 we received 4.5” and another 2.5” on July 19 in single events. These rainfalls pushed our flow up dramatically and they haven’t come down. Since midweek last week, we have been pushing 100 MGD through the plant,

which hasn't been seen since 2000. This time, the plant system responded well; the plant was not a bottleneck as it had been in 2000. There were a few excursions in the system where bottlenecks did occur. Flow was pumped into streams in order to avoid backups into basements. These have been reported to the IEPA; staff does not anticipate the District will receive violation notices. Supporting Services crews did some innovative things in the handling of the issues that did arise during the floods. Staff anticipates that the Spring Creek upgrade, when completed, will eliminate several of the excursions that happened there. The Winnebago excess flow basin is full. Crews sandbagged a low portion of the dam. The flow has come down and continues to recede. Some manhole problems were found and eliminated.

President Massier stated he is proud of the work of the employees. In all of the years he has been at the District, he has never been embarrassed by the job the crews did during these rain events.

In the month of June, District staff completed 17 services, 7 main line repairs, 38 manhole tickets, and completed 124 restoration tickets. The backlog for manhole tickets decreased for the month. We had 4 mainline backups and staff responded to 15 emergencies. Jim Reader did an excellent job scheduling crews around the clock from last Friday through Sunday night. We appreciate the work our crews do.

Manager Black stated for the month ending June 30, 2017, the Income Statement shows user fee revenue 4% over budget month to date, 8% under budget year to date. Total revenue is 5% over budget month to date, and 1% under budget year to date. O&M expenses are 4% under budget year to date. The Income Statement shows \$2,058,394 net operating income through June 30, 2017. The Statement of Cash Flows shows \$608,710 decrease in cash for the 2017-2018 fiscal year. General Fund cash ended the month at \$21,651,400. District had 114 full time positions as of June 30, 113 employees on staff, and 1 vacant position (Accounting/HR Technician). The person filling that position started today.

Manager Black presented the Property Tax Levy Request for 2017, which will be collected in June and September of 2018. The total request is \$5,253,500, 4.9% increase over the prior year. The County Clerk will limit the levy, so actual levy will be considerably less than the request.

Trustee Jones moved to approve the Public Benefit, Chlorination and Corporate Tax Levy Ordinance, Ordinance No. 17/18-B-02; seconded by Trustee Pollack. Following discussion regarding how the amount of the increase is determined, how the taxes help the District keep user fees in check, and the fairness of taxes versus user fees; motion passed upon roll call as follows:

Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	No

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

Elmer Jones	Aye
Donald Massier	Aye

**013987**

Rick Pollack	Aye
John Sweeney	Aye

Meeting adjourned at 6:15 p.m.

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Clerk