

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ROCK RIVER WATER RECLAMATION DISTRICT
FEBRUARY 22, 2021
5:15 P.M.**

The Rock River Water Reclamation District Board of Trustees and staff met via WebEx.

In accordance with the Government Emergency Administration Act and State of Illinois Executive Order in Response to COVID-19 (Executive Order No. 5), Section 6, the public was invited to participate and listen to the meeting via WebEx (audio only). Members of the public were welcome to dial-in to the Regular Meeting of the Board of Trustees and Meeting of the Committee of Local Improvements as follows: (408) 418-9388 (U.S. Toll) or (844) 992-4726 (U.S. Toll-Free); Access Code: 146 355 4405. Members of the public were allowed to address the Board via teleconference but were not allowed to participate in person.

Pollack called the Regular Meeting of the Board of Trustees of the Rock River Water Reclamation District to order at 5:15 p.m. and advised that the meeting was being recorded.

The following Trustees were present:

Rick Pollack	President
John Sweeney	Vice President
Ben Bernsten	Clerk/Treasurer
Don Massier	Trustee
Elmer Jones	Trustee

Staff present: Timothy S. Hanson, Executive Director; Christopher Baer, Director of Engineering; Julia Scott-Valdez, Director of Management Services; Ed Fitzgerald, General Counsel/Director, Internal Services; Jim Reader, Director of Collection Systems; Greg Cassaro, Director of Plant Operations; Lisa Mittel, Finance Manager; Kwame Calvin, Assistant Director of Internal Services; Susan Skinner, Executive Services Coordinator; and Craig Williams, ClientFirst.

Also attending were Attorneys Robert A. Fredrickson and Wesley E. Lindberg from Reno & Zahm, LLP.

Jones moved to approve the minutes of the Regular Meeting of January 25, 2021; seconded by Bernsten; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye

Don Massier	Aye
John Sweeney	Aye

No members of the public addressed the Board.

No items for President's Report this month.

Bernsten stated the Investment Report reflects \$37,256,841.19 total funds invested for the month of January, 2021, and earned interest in the amount of \$8,009.83. Total Investments are \$44,352,675.62. Report placed on file.

Bernsten moved to approve Total General Fund Expenditures for the month of January 2021, in the amount of \$4,251,998.71; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye
John Sweeney	Aye

Regarding Old Business, Baer reported no change to McDonald Creek Trunk South Branch (Machesney Park) or West State Street Sanitary Sewer Improvements (City of Rockford).

Massier moved to approve the purchase of a Muffin Monster Channel Grinder Cutting Cartridge from sole source vendor JWC/Flow Technics, in the amount of \$31,118.44; seconded by Bernsten; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye
John Sweeney	Aye

Jones moved to approve Dewatering Building Parapet Repairs and Reroofing, Capital Project No. 2155, to the low, responsive, responsible bidder, Bennett Construction, Inc., in the amount of \$ 1,003,000.00; seconded by Massier; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye
John Sweeney	Aye

[Next two items considered in reverse order from Agenda.]

Massier moved to award contract for Landfill Service, Invitation to Bid #21-205, to the low, responsive, responsible bidder, Waste Management of Illinois, Inc., in the amount of \$24.00 per ton for grit screenings and \$26.00 per ton for general refuse for a 36-month term; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye
John Sweeney	Aye

Massier moved to award contract for Network Managed Services, RFP #20-217, to E2 Services, Inc., in the amount of \$50,488.80.00 per year for a two-year term; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye
John Sweeney	Aye

Massier moved to award contract for Security Service, Invitation to Bid #21-206, to the low, responsive, responsible bidder, Garda World, in the amount of \$522,884.40 for a term of 36 months; seconded by Bernsten; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye
John Sweeney	Aye

Massier moved to approve purchase of Trailer Mounted High Pressure Jetting Unit, Invitation to Bid #21-207, from the low, responsive, responsible bidder, US Jetting, in the amount of \$130,185.00; seconded by Bernsten; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye

John Sweeney

Aye

Hanson advised the Board of his and staff's efforts to secure higher priority for COVID-19 vaccination for employees (particularly plant operators) from the Winnebago County Health Department (WCHD). Hanson has communicated with Chairman Chiarelli, who has promised his support. Hanson has also reached out to Dr. Martell (WCHD), without success.

Hanson suggested keeping the format of the March 22, 2021, Board Meeting as WebEx, with hope of meeting in person for the April, 2021 Meeting. He also spoke of efforts to bring more employees back to the office to work with appropriate safety considerations.

Hanson advised his plans to begin talks with the City of Rockford with regard to zoning the area for reconstruction of the Martin Road facility. Efforts continue to be underway in terms of securing the necessary properties.

Massier moved to approve Resolution 21 21 10, Initiate Process of Legally Changing Name of Rock River Water Reclamation District to Four Rivers Sanitation Authority; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye
John Sweeney	Aye

Calvin presented the Information Technology Monthly Report as of February, 2021, highlighting success at resolving issues/managing tickets.

Scott-Valdez provided an update regarding Human Resources Department initiatives and achievements for the previous month and future plans, including staffing, rebranding, and employee relations. Highlights include recruiting and hiring the District's first bilingual Customer Service Representative.

Massier moved to approve Ordinance 20 21 R 01 – Establishing all Rates, Fees, Charges, Penalties, Bond Requirements, Permits and Additional Charges for Rock River Water Reclamation District; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye
John Sweeney	Aye

Massier moved to approve Ordinance 20 21 B 02 – TENTATIVE Combined Annual Budget and Appropriations Ordinance for Rock River Water Reclamation District for Fiscal Year Beginning May 1, 2021, and Ending April 30, 2022; seconded by Jones; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Rick Pollack	Aye
Don Massier	Aye
John Sweeney	Aye

Mittel presented the Finance Management Report, advising that, for the period ending January 31, 2021, User Fee Revenue is 3.78% below budget YTD, Total Revenue is 4.00% under budget YTD and O&M Departmental Expenses are 4.81% under budget YTD. Operating Income reflects a gain of \$ 5,159.803, and the Statement of Cash Flow reflects an increase of \$1,483,721 for the fiscal year. The General Fund ended the month at \$ 37.39M.

Baer reported there were no updated bonds or completed registrations for the District's 2020-21 Plumber Registration during the time period of January 1-31, 2021. No Board action required.

Massier moved to approve Ordinance 20 21 A 01 – Annexation: Cavendish Drive and Shelburne Drive; seconded by Jones; motion passed upon roll call as follows:

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

Massier moved to approve an Intergovernmental Agreement with the City of Loves Park, Illinois, for River Lane Roadway Improvements (IL 251 to Walker Avenue) 2021; seconded by Jones; motion passed upon roll call as follows:

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

Massier moved to rescind contract award (from January 25, 2021, Board Meeting) and reject remaining bids for 2020-21 Manhole Lining, Capital Project No. 2113; seconded by Bernsten; motion passed upon roll call as follows:

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

[Sweeney departed the meeting at 6:30 p.m.]

Cassaro presented Minutes from the Watershed Group Meeting of February 10, 2021, as information only to the Board. No Board action required.

Cassaro presented the Plant Operations Monthly Snapshot and Trend Report covering the previous month.

Reader provided a status of Collection Systems activity regarding sewer main line cleaning, televising crews, pipe replacement, manhole ticket backlog breakdown and manhole restoration for the previous month.

As no closed session was needed, Massier moved to adjourn the Regular Meeting to enter into the Meeting of the Committee of Local Improvements; seconded by Bernsten; motion passed upon roll call as follows:

Ben Bernsten	Aye
Elmer Jones	Aye
Donald Massier	Aye
Rick Pollack	Aye
John Sweeney	Absent

The Regular Meeting of the Board of Trustees adjourned at 6:45 p.m.

Benjamin Bernsten

Clerk

