

SOUTH SANGAMON WATER COMMISSION

**SPECIAL MEETING
MINUTES**

May 5, 2010

The special meeting of the Board of Commissioners of South Sangamon Water Commission was held on May 5, 2010 at 8:30 a.m. in the offices of Greene & Bradford, Inc., 3501 Constitution Drive, Springfield, Illinois.

In attendance:

Commissioner Del McCord – Chairman SSWC

Commissioner Bill Pfeffer – SSWC

Commissioner Craig Hall - SSWC

Mike Williamsen – Chatham

Herb Butler – EMC

John Myers – Attorney

Gary Kuntzman - Greene & Bradford, Inc.

Jay Jessen - Greene & Bradford, Inc.

Terry Burke - SSWC

Ray Bishop – Greene and Bradford, Inc.

CALL TO ORDER

Chairman McCord called the meeting to order at 8:37 a.m. Roll Call is taken. Del McCord, Bill Pfeffer Craig Hall are present.

REVIEW PREVIOUS MEETING MINUTES

Nothing to report.

TREASURER'S REPORT

Commissioner Pfeffer states that there is nothing to formal to report.

\$3,000,000 in the account as of May 4th.

John Myers explains fees for Mike Southworth in context to other bond counsel firms. \$10,000 per \$1,000,000 is the standard fee.

DISCUSSION OF INTERIM LOAN ISSUANCE AND APPROVAL OF ORDINANCE OF INTERIM BONDS – NEGOTIATE WITH PIPE CONTRACTORS / IMCO DELIVERY STATUS

Kavanaugh sent some samples to both Gary Kuntzman and Chairman McCord. Samples are passed out and John Myers explains the options based on his discussions with Kavanaugh. The highlighted items need to be addressed.

Gary Kuntzman and Herb Butler explain to John Myers that the engineers set up contracts with Plocher.

John Myers and Terry Burke discuss the importance of correct terminology when it pertains to prevailing wages.

Motion by McCord, second by Hall to have John Myers write a subcontract. Voice vote in the affirmative. Motion carries.

Motion by McCord, second by Hall to forgo any additional coverage beyond FDIC insurance. Roll Call Vote: Del McCord – Yes, Bill Pfeffer – No, Craig Hall – Yes. Motion carries.

Gary Kuntzman notifies the commission that EFI has submitted additional information regarding the pump station.

REVIEW AND APPROVE OUTSTANDING INVOICES

Donohue - \$23,657.16

IMCO - \$704,720

Nicoud - \$22,571

Motion by McCord, second by Hall to pay invoices for Donohue,

IMCO and Nicoud. Roll Call Vote: Del McCord – Yes, Bill Pfeffer – Yes, Craig Hall – Yes. Motion carries.

Gary Kuntzman reports the invoices from Reynolds need to be reviewed and approved at the commission's next meeting.

BOOKKEEPER FOR SOUTH SANGAMON COUNTY WATER COMMISSION

Bill Pfeffer spoke with Laura Van Proyen (bookkeeper at John Myers office) and is going to put a job posting in publication in local papers this week. Bill Pfeffer thinks Laura would be a good person for the position at an hourly rate between \$25-\$30.

Bill Pfeffer asks if the bookkeeper will need some form of a contract. John Myers states that he can draft an independent contract making her not an employee of the commission.

Motion by Pfeffer, second by Hall to hire Laura Van Proyen on May 1st at an hourly rate not to exceed \$30 an hour. Voice vote in the affirmative. Motion carries.

The need for laptops for use by Laura Van Proyen, Terry Burke and Ron Vancil is discussed.

It is determined that Laura can use a desktop work station at Warren Boyton's bank. In order to save some money.

Pat McCarthy and Terry Burke to get together and order laptops.

Motion by McCord, second by Pfeffer to go to the Dell government site to configure and order two laptops for construction inspectors' use. Roll Call Vote: Del McCord – Yes, Bill Pfeffer – Yes, Craig Hall – Yes. Motion carries.

REVIEW OF EMPLOYMENT CONTRACTS FOR TERRY BURKE,
CONSTRUCTION MANAGER AND RON VANCIL,
CONSTRUCTION OBSERVOR APPROVAL SOUTH SANGAMON
WATER COMMISSION

John Myers needs a detailed job description and the basis of compensation in order to draft the necessary paperwork.

LAND ACQUISITION UPDATE

John Myers explains the contracts to the commission. Revisions will need to be made to the Observer contract. The commission

may have more than one Observer at a time.

The commission would like to go with an hourly rate for Vancil and salary for Burke.

John Myers suggests holding off until May 18th for the Construction Observer contract.

Motion by Pfeffer, second by Hall to adopt Ordinance 10-08 AN ORDINANCE CREATING THE EMPLOYMENT POSISITION OF CONSTRUCTION MANAGER. Roll Call Vote: Del McCord – Yes, Bill Pfeffer – Yes, Craig Hall – Yes. Motion carries.

Ordinance 10-09 AN ORDINANCE CREATING THE EMPLOYMENT POSITION OF CONSTRUCTION OBSERVER on table for next meeting.

Commissioner Hall asks about crop damage. Jay Jessen states that the going rate is from \$600 to \$800 per acre.

LAND ACQUISITION UPDATE

John Myers states that the Hudgins court date is set for July 12th.

Gary Kuntzman notes that Greene and Bradford, Inc. has drafted the easement plat for New City and the commission is ready to go meet with the land owners.

PERMITS (COUNTY, IEPA, NOI)

Terry Burke and Mike Williamsen have a meeting with Regional Planning Commission regarding the Building Permit. Craig Hall and Herb Butler would both like to attend the meeting as well.

Terry Burke asks if there are any zoning issues. John Myers states that over a year ago there was not as per Linda Wheeland.

Mike Williamsen states for Joe Pisula that IEPA is moving along. Joe is still working with the environmental groups. The meetings with SMSD are going well. The commission seems to be addressing their concerns.

The consensus is that all permits are in the appropriate agencies hands and the commission has submitted everything that has been required.

WELL PUMPING STATUS/Martha Silks well presentation

Martha Silks sent an email of her preliminary report.

Del McCord would like to reach Martha via telephone during the commission's next meeting.

ORDINANCE ESTABLISHING FISCAL YEAR/BUDGET

Motion by Pfeffer, second by Hall to adopt Ordinance 10-10 AN ORDINANCE CHANGING FISCAL YEAR. Roll Call Vote: Del McCord – Yes, Bill Pfeffer – Yes, Craig Hall – Yes. Motion carries.

Mike Williamsen suggest the commission puts together an organizational chart to clear up any confusion.

Herb Butler states that he needs to know everything that is going on. EMC is the project manager.

NEXT MEETING

The next Regular Meeting is set for May 18, 2010 @ 8:30 a.m. in the offices of Greene & Bradford, Inc., 3501 Constitution Drive,

Springfield, Illinois.

Mike Williamsen notifies the commission that Joe Pisula has been receiving shop drawings. Should he be reviewing them? Herb Butler says he can if would like to but it's at his own risk.


Joe Pisula will have a proposed contract for construction site work for the meeting on May 18.

Herb Butler would like to meet with Plocher regarding a valued engineering program. Split savings 50/50.

Mike Williamsen states that he works for Chatham. How is he to be paid from here on out? McCord and Williamsen to discuss.

ADJOURNMENT

Motion by McCord, second by Pfeffer to adjourn the meeting. Voice vote in the affirmative. Motion carries. The meeting is adjourned at 11:20 a.m.



Craig Hall, Secretary