

South Sangamon Water Commission
Minutes of Regular Meeting of the Board of Commissioners
January 21, 2014; 8:30 a.m.
Water Plant, 9199 Buckhart Road, Rochester, Illinois

Commissioners:

Present: Del McCord, Craig Hall, Joel Sander

Absent: none

Quorum: yes

Others Present:

Dan Held (SSWC), Max Middendorf (MECO Engineering), Allen Mendenhall, Barb Mendenhall, John Myers (Rabin & Myers), Laura VanProyen (SSWC), Mike Williamsen (Chatham)

Proceedings:

- Meeting was called to order at 8:30 a.m. by Chairman, Del McCord and roll taken.

- There were no public comments or questions

MOTION by Sander, second by McCord to approve the December 17, 2013 meeting minutes as presented.

Voice vote: Motion carried.

Financial Report:

- Laura VanProyen presented the financial reports for December 31, 2013 which showed an operating account balance of \$339,08.50. An additional balance sheet dated January 20, 2014 reflected an updated balance of \$204,133.93 after December transfers to fund bond & interest accounts.

Approval of Open Invoices for Payment:

- VanProyen distributed a list of open payables totaling \$64,241.19 as well as a list of invoices already paid for utilities, chemicals and equipment lease totaling \$17,487.63.

MOTION by Hall, second by Sander to approve payment of all open payables.

Roll call vote: McCord – yes Hall – yes Sander - yes

- Discussion regarding using credit card versus opening store accounts or using petty cash. Commissioners agreed to continued use of the Visa card with more detail being included in monthly payables reports regarding those receipts.

Ordinance Creating Employment Positions:

- Myers presented the ordinance which allows for up to four assistant plant operators at a flat rate of \$75.00 per plant visit to cover weekends and in other special circumstances; it also makes the clerk an employee.

- Held suggested changing the title from Assistant Plant Operator to Part Time Plant Operator to differentiate this position from position held by Tim Bliss.
- The clerk's rate of pay was clarified to be \$30.00 per hour.

MOTION by Hall, second by Sander to amend Ordinance 14-01, An Ordinance Creating Employment Positions, by replacing the job title "Assistant Plant Operator" with "Part Time Plant Operator" in sections 1, 2 and 4; to further amend the ordinance by adding "at a rate of \$30.00 per hour" at the end of section 3; and to approve the Ordinance 14-01 as amended.

Roll call vote: McCord – yes Hall – yes Sander – yes

CRP Clearing and Maintenance:

- Dan Held reported the remaining areas to be cleared will cost approximately \$10,000.
- Barb Mendenhall explained our original Conservation Plan of Operation was a CP4D plan was to have the CRP land in grasses and shrubs. Volunteer trees have come in; these are the trees we have been working to clear. Once these trees are gone, we need to put in the proper grasses and shrubs or have our plan revised to trees and plant the proper trees. Trees will cost more initially but require less maintenance for the future; grasses and shrubs will continually need to be cleared of volunteer trees over the years.
- The Federal contract on this land expires in 2017 and the money ends but the State conservation easements stay in place and maintenance must continue.
- Either plan we choose, we need to remove the remaining volunteer trees.
- All conservation plans must come from the Farm Service Agency. Any costs related to plan revisions would be ours.
- Allen Mendenhall, Craig Hall and John Myers will meet with Hal Pyle at Natural Resources (241-6635 x112) to learn about the options and get his recommendations.
- Allen Mendenhall stated we need signs to deter trespassers from entering the CRP land with recreational vehicles.
- Del McCord spoke with Vulcan regarding failure of the levy Salinger built for us to access the Heissinger property.
- Vulcan will contact Dan Held.

Manager's Report by Dan Held:

- Held discussed various repair and improvement issues in the plant and well field. His written report is attached to these minutes.
- Commissioners instructed Attorney Myers to file collection action against Dillion Runge who ran his truck over our hydrant.
- Myers will edit Held's letter to Anderson Electric and Design Tank regarding Brine Tank #2 to send it over his signature.

- Held stopped feeding ammonia in late December. Chatham's and New Berlin's chlorine readings continue to be low but complaints continue.
- The ammonia pump may be over-feeding. Max Middendorf will work with vendors for a solution.
- Our WesTech system is XP based; after April Windows will no longer provide patches or support for XP.
- Tim Bliss covered the plant during Dan's recent vacation. He is not interested in being our only back up should something happen to Dan. Dustin from Chatham should get training as an additional back up as his time allows.

Old Business:

- Craig Hall asked about background checks on our part time and interim personnel who have access to the plant. Del McCord will check with Chatham schools regarding options.
- Commissioners have spoken with two people who might have some interest in doing the treasurer job.
- VanProyen will meet with Bill Pfeffer to put together a list of duties and time requirements with recommendations to e-mail to the commissioners around the end of January.

New Business:

- Myers explained the 2-acre parcel of land we purchased north of our 10-acre parcel is not tax exempt because it is being farmed by Mendenhalls. He will negotiate with them regarding the tax expense.

Adjournment:

- The next regular meeting of the South Sangamon Water Commission will be February 18, 2014 at 8:30 a.m. at the water plant, 9199 Buckhard Road, Rochester.

MOTION by Sander, second by Hall to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 10:29 a.m.

Respectfully submitted,


Clerk