

South Sangamon Water Commission
Minutes of Regular Meeting of the Board of Commissioners
October 15, 2018
Water Plant, 9199 Buckhart Road, Rochester, Illinois

Commissioners:

Present: Lee Bloome, Craig Hall, Cindy Morris

Quorum: yes

Others Present:

Tim Bliss, Kevin Canham & Laura VanProyen (SSWC), Max Middendorf (MECO Engineering), Patrick McCarthy (Village of Chatham), Mitch Nein (KAT Express)
Keith Osburn

Proceedings:

- The meeting was called to order at 5:34 p.m. by Chairman, Lee Bloome, and roll was taken.

Operating Report:

- Tim Bliss presented his written report for September, 2018 with these updates:
 - Operations #7. The quill arrived October 12.
 - Operations #8. We have no time frame yet from Brotcke.
 - Operations #9. Calibration should be done every one to two years.
 - Operations #11. Commissioners agreed to Bliss's request for time October 24-25.
- Commissioner Hall had Michael Summerville include mowing under the power lines in his work this year as part of his \$9,000 agreed fee.
- Hall asked about marking hydrants in the well field to avoid damage by mowers and other maintenance. Bliss was asked to have this done.
- Hall asked about maintenance on the wells. Middendorf said diagnostics are in place to monitor the wells and each well is different. All wells have injection ports to allow chemical applications at less cost and effort. Brotcke maintains two to three wells each year; #3 and #10 need to be next.

Engineering Report:

- Max Middendorf reported the chloramines project was set to go on line within a couple of days.
- Patrick McCarthy stated Bill from Village of Chatham wants phosphates bumped up. Bill had already discussed this with Tim. Commissioners approved Bliss to go ahead regarding this request.

Public Comments:

- Question regarding Ameren comments following recent problems at the plant
McCarthy suggested the Commission request a written report from Ameren on their findings.
Bliss was asked to follow up by making this request.

Approval of Minutes:

MOTION by Hall, second by Morris to approve the minutes of the September 17, 2018 regular meeting as presented.

Voice vote: Motion carried.

Treasurer's Report:

- Laura VanProyen stated unaudited financial reports through September 30, 2018 had been emailed to Commissioners.
- Commissioner Bloome asked that engineering for the chloramines project be moved to Capital Improvement Projects.

Approval for Payment of Invoices:

- VanProyen distributed a list of open invoices totaling \$47,358.90.

MOTION by Hall, second by Morris to approve payment of all invoices as presented.

Roll call vote: Hall – yes Morris – yes Bloome – yes Motion carried.

New Berlin Master Meter:

- Bloome explained the 10" meter currently in use is too large.
- Bliss stated a 4" mag meter would work.
- Middendorf suggested also looking at reducers.
- Commissioner Morris was asked to approach New Berlin at their next meeting about moving their meter to the east edge of town. This would allow them to tap the 10" line for future expansion east of the tower.

Bidding for Pigging Station Project:

MOTION by Bloome, second by Hall to authorize MECO Engineering to advertize for bidding the large diameter portion of the pigging station project to be received by November 16 for review and award at the November 19 meeting.

Roll call vote: Hall – yes Morris – yes Bloome – yes Motion carried.

SCADA Support Continuing Services:

- Bloome to contact Woodard & Curran to request their proposal for continuing service. If they do not continue, there is equipment at the plant they will likely reclaim.
- Bliss to contact Advanced Automation & Controls to request their proposal for service including equivalent equipment for anything currently owned by Woodard & Curran.

Maintenance Software and IEPA Water Quality Reporting Software

- Bloome reported Advanced Automation & Controls has their own software for both SCADA and maintenance.
- If we leave Woodard & Curran for maintenance, we may want to consider keeping that software license rather than having to convert all the information in the current program.

Direct Deposit for Payroll:

- VanProyen suggested implementing ACH direct deposit of payroll checks through Warren-Boynton State Bank to streamline the payroll process.

MOTION by Bloome, second by Hall to approve Resolution 18-03, A Resolution Authorizing and Approving an Execution of Commercial Internet Banking Agreement with Warren-Boynton State Bank.

Roll call vote: Hall – yes Morris – yes Bloome – yes Motion carried.

Authorize Training Request:

- VanProyen asked for approval to participate in an webinar recommended by Mike Southworth regarding upcoming changes in reporting requirements for bond issuers; she estimated this would involve one to two hours. She also asked to attend training for authorized agents provided by IMRF at no charge being held in Peoria on November 13; the session is scheduled for five to six hours and would also include roundtrip mileage to the event.

MOTION by Bloome, second by Morris to approve time for attendance and mileage for Laura VanProyen to participate in bond reporting and IMRF training as requested.

Roll call vote: Hall – yes Morris – yes Bloome – yes Motion carried.

Old Business:**Mansion Road Pump Station Maintenance:**

- Bliss stated there was still a need for mowing and trimming around the pump station.
- Patrick McCarthy agreed to find the name of the neighboring homeowner so we might contact him about doing this maintenance.

Credit Card for Plant Personnel:

- VanProyen reported Warren-Boynton State Bank does not offer credit cards directly, but we can apply through a link on their website for a card. Bill Pfeffer from the bank suggested a credit limit of perhaps \$2,500 for this type of card.

MOTION by Bloome, second by Morris to authorize Laura VanProyen to apply for a business credit card through the Warren-Boynton State Bank website to be used for incidental purchases by plant personnel with a credit limit of \$2,500.

Roll call vote: Hall – yes Morris – yes Bloome – yes Motion carried.

New Business:

- Mitch Nein provided copies of his current agreement for brine hauling to the commissioners. Nein and the commissioners agreed to continue with the existing contract on a month-to-month basis.

Adjournment:

- The next regular meeting of the South Sangamon Water Commission will be held Monday, November 19, 2018 at 5:30 p.m. at the water plant, 9199 Buckhart Road, Rochester, Illinois.

MOTION by Hall, second by Morris to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 6:31 p.m.

Respectfully submitted,



Laura VanProyen, Clerk