

South Sangamon Water Commission
Minutes of the Regular Meeting of the Board of Commissioners
November 16, 2020
Water Plant, 9199 Buckhart Road, Rochester IL

Commissioners:

Present: Jim Roth (at the water plant) Cindy Morris & Dave Johnson (via Zoom)
Absent: none
Quorum: yes

Others Present:

Kevin Canham, Stephen Bivin & Laura VanProyen (SSWC), Randy Segatto (Barber, Segatto, et al), Max Middendorf (MECO Engineering), Jamie Headen (Benton & Associates), Bill Brown (Crawford, Murphy & Tilly)

Proceedings:

- The meeting was called to order at 5:35 p.m. by chairman, Jim Roth, and roll was taken.

Operating Report:

- Stephen Bivin distributed the November, 2020, written report.
- After reviewing current reports, Bivin suggested it was time to have all meters tested. There were nine meters in the plant and ten in the well field. He stated the cost would be \$255 per meter. He said they did not all need to be done immediately.

MOTION by Roth, second by Morris to authorize testing of the nine in-plant meters at this time.

Roll call vote: Morris – yes Johnson – yes Roth – yes Motion carried.

- Bivin reviewed the specifics of the mower bids as approved at the October regular meeting to clarify all details prior to making the purchase.

Engineering Report:

Communications Update:

- Max Middendorf stated they were still waiting for SCADA work to be finalized.
- Bivin said we needed to check on the status of any possible contract with Advanced Automation before we let them go. We were still waiting for some of the passwords.
- Bivin would coordinate with Attorney Segatto to check on any contract and then send a letter.

Update on Facilities to Interconnect to Chatham for Back Feed Capabilities:

- Commissioner Roth reported Jamie Headen had provided drawings and suggested they be submitted to EPA for a construction permit.
- Commissioner Morris wanted to clarify that this would not commit us to anything regarding the chloramine conversion. Roth said it would not; this permit was completely different than the operating permit application to be discussed later regarding the possible conversion.

MOTION by Roth, second by Johnson to authorize Headen to submit the construction permit application, upon its completion, to EPA.

Roll call vote: Morris – yes Johnson – yes Roth – yes Motion carried.

Discuss and Approve Chloramine Conversion Next Steps:

- As it related to other engineering matters, item 8b was moved up the agenda.
- Discussion regarding the conference call earlier in the week with EPA.
- Commissioner Roth suggested submitting the application for an operating permit to EPA was the only way to get answers and feedback from them.

MOTION by Roth, second by Johnson to submit an operating permit application to EPA to begin feeding chloramines.

- Commissioner Johnson asked who would prepare the application. Commissioner Roth said Bivin would prepare it.

Roll call vote: Morris – yes Johnson – yes Roth – yes Motion carried.

Public Comments:

- There were no public comments.

Approval of Minutes:

MOTION by Johnson, second by Morrish to approve the minutes of the October 19, 2020, regular meeting as presented.

Voice vote: Motion carried.

Treasurer's Report:

- Treasurer had emailed unaudited draft financial reports to all commissioners. There were no questions or discussion.

Approval for Payment of Invoices:

- Commissioners received a list of open invoices totaling \$32,336.56 for approval and payment along with a list of prepayments made since the last regular meeting for check printing to Deluxe in the amount \$310.50 (directly paid by ACH from the operating account), and for trash hauling to Republic in the amount \$151.15 which was due November 9, 2020.

MOTION by Morris, second by Johnson to approve payment of all open invoices as presented in the total amount of \$32,336.56.

Roll call vote: Morris – yes Johnson – yes Roth – yes Motion carried.

Discuss and Approve Revised Personnel Handbook:

- Attorney Segatto explained the main changes made in this revision related to changes in health insurance policy. There was missing information on page 52 regarding health insurance for the plant manager. Segatto would insert the missing information and distribute an amended version to Clerk by email.
- Minor corrections to spelling and page numbering were also part of this revision.

MOTION by Johnson, second by Roth to approve the revised personnel handbook as amended.

Roll call vote: Morris – yes Johnson – yes Roth – yes Motion carried.

Old Business:

- There was no old business.

New Business:

- Stephen Bivin was appointed as the JULIE contact to be reported on forms recently received which still listed Tim Bliss as that person.

Executive Session:

- 6:20 p.m.:

MOTION by Morris, second by Johnson to move into executive session to discuss pending litigation pursuant to Section 2 (c) 11

Voice vote: Motion carried.

- Regular meeting reconvened at 6:30 p.m.

MOTION by Roth, second by Morris to authorize Attorney Segatto to settle the Commission's share of the litigation for an amount of \$13,000.

Roll call vote: Morris – yes Johnson – yes Roth – yes Motion carried.

Adjournment:

- The next regular meeting of the South Sangamon Water Commission will be held Monday, December 21, 2020, at 5:30 p.m. at the water plant, 9199 Buckhart Road, Rochester, Illinois.

MOTION by Johnson, second by Morris to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 6:32 p.m.

Respectfully submitted,



Laura VanProyen, Clerk