

**South Sangamon Water Commission**  
Minutes of Regular Meeting of the Board of Commissioners  
December 17, 2013; 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), John Myers (Rabin & Myers), Max Middendorf (MECO Engineering), Mike Southworth (Hart Southworth & Witsman), Laura VanProyen (SSWC), Mike Williamsen (Chatham)

**Proceedings:**

- Meeting was called to order at 8:42 a.m. by Chairman, Del McCord and roll taken.

MOTION by Sander, second by Hall to approve the November 19, 2013 meeting minutes as presented.

Voice vote: Motion carried.

**Financial Report:**

- Laura VanProyen presented the financial reports for November 30, 2013 which showed an operating account balance of \$356,041.99. An additional balance sheet dated December 16 reflected an updated balance of \$213,208.26 after December transfers to fund bond & interest accounts.

- Mike Southworth explained the \$1,561,456.17 balance in Debt Service Reserve Fund at US Bank was required by ordinance through July 1, 2013. Those funds may now be left in place to continue to comfortably be able to abate taxes or used to pay principal & interest on Series D bonds.

- Following discussion, commissioners agreed to maintain the Debt Service Reserve Fund at this time while setting aside both principal and interest from operating funds.

**Approval of Open Invoices for Payment:**

- John Myers reported a proposed settlement reach with W-D Right of Way for \$12,000, down from \$15,000, for CRP work.

MOTION by Hall, second by Sander to pay W-D Right of Way \$12,000 as full settlement for work completed.

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

- VanProyen distributed a list of open payables totaling \$53,105.60 as well as a list of utility and chemical bills already paid totaling \$3,639.67.
- No bill had been received from KAT Express for brine hauling through December 9 but was expected to be in the usual \$12,000 to \$15,000 range when received.

MOTION by Hall, second by Sander to approve payment of all open payables listed and a usual amount to KAT Express upon receipt of that invoice.

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

**Resolution Establishing Regular Meeting Dates for 2014:**

- John Myers presented the annual resolution setting dates for 2014 board meetings to continue on the third Tuesday of each month.

MOTION by Sander, second by Hall to approve Resolution 13-02, A Resolution Establishing Regular Meeting Dates for 2014.

Voice vote: Motion carried.

**Resolution Abating the Direct Annual Real Estate Tax for the Year 2013:**

- Myers presented the annual resolution to abate real estate taxes.

MOTION by Hall, second by Sander to approve Resolution 13-03, A Resolution Abating the Direct Annual Real Estate Tax for the Year 2013.

Voice vote: Motion carried

Roll call vote: McCord – yes Sander – yes Motion carried.

**Agreement with New Berlin with Regard to Sharing of Employees:**

- Myers presented the agreement reached with New Berlin to pay \$30,000 annually to the village to have Tim Bliss work at the plant as needed throughout the year.

MOTION by McCord, second by Hall to approve Ordinance 13-11, An Ordinance Approving an Intergovernmental Agreement with the Village of New Berlin, Illinois.

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

**Manager's Report by Dan Held:**

- Held continues to monitor various readings and work with vendors regarding repair and improvement issues in the plant and well field. His written report is attached to these minutes.

- Discussion regarding what we should do this spring and summer to maintain the work done on the CRP land. Held will invite Allen Mendenhall to attend the January 21 meeting to help with decisions.
- Chatham Public Works will attempt to repair the tile hole in the well field.
- Myers will prepare an ordinance for approval in January to establish the part time position of assistant plant operator to work as needed to cover weekends and holidays at a flat rate of \$75 per day.
- Held recommended an additional, smaller pump to improve the consistency of chlorine being pumped into the finished water line.
- While keeping a larger pump as a backup, we would sell other used pumps.

MOTION by Hall, second by Sander to allow Held to explore options and implement a plan to correct the chlorine level problem at a cost not to exceed \$15,000 as soon as possible.

Voice vote: Motion carried.

**Old Business:**

- Craig Hall asked about the possibility of selling bring for de-icing roads; Mike Williamsen will research options.
- VanProyen reported no submissions had yet been received for the treasurer position; the deadline will be January 7.
- Hall asked about the status of locks on hydrants. Del McCord will follow up with Shane Hill.

**Adjournment:**

- The next regular meeting of the South Sangamon Water Commission will be January 21, 2014 at 8:30 a.m. at the water plant, 9199 Buckhard Road, Rochester.

MOTION by Hall, second by Sander to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 10:28 a.m.

Respectfully submitted,

  
Clerk