

South Sangamon Water Commission
Minutes of Regular Meeting of the Board of Commissioners
February 18, 2019
Water Plant, 9199 Buckhart Road, Rochester, Illinois

Commissioners:

Present: Lee Bloome, Craig Hall, Cindy Morris

Absent: none

Quorum: yes

Others Present:

Kevin Canham & Laura VanProyen (SSWC), Max Middendorf (MECO Engineering), Bill Brown (Crawford, Murphy & Tilly), Randy Segatto (Barber, Segatto, et al)
Keith Osburn, Bonnie Bileck, Andrea Parker

Proceedings:

- The meeting was called to order at 5:30 p.m. by Chairman Lee Bloome, and roll was taken.

Operating Report by Kevin Canham:

- WesTech came to measure new skid
- During recent cold snap, permanganate line froze; Bloome stated burying that line to prevent this in the future was being included in the FY2020 budget information
- Samples for NDPES were pulled on the date of this meeting; prior to this date access had been under water

Engineering Report by Max Middendorf:

- Quote to activate back up pump for ammonium sulfate - \$1,300
- Henson Robinson found corrosion on a band on one of the taps while working on the second feed point; a backup saddle and potentially a quill will be needed to complete this work
- Estimated start date for work on the pigging stations had been pushed back about a week with plans to begin on February 26.
- AAC found three additional output points on the new analyzer which need to be wired; then final programming for the chloramines startup can be completed; no time line for completion yet

Public Comments:

- Question about who residents of Chatham should report problems to; Bill Brown suggested they enter their report on the Village website or call the Village office and he would talk with Pat McCarthy regarding having those reports addressed and communicating with the Commission as needed regarding them.

- Remaining public comments were held until after the discussion regarding Brotcke Well and Pump.

Approval of Minutes:

MOTION by Morris, second by Hall to approve the minutes of the January 22, 2019 regular meeting as presented.

Voice vote: Motion carried.

Treasurer's Report by Laura VanProyen:

- Draft financial information had been emailed to commissioners for review; there was no discussion.

Approval for Payment of Invoices:

-VanProyen distributed a list of open invoices totaling \$78,020.28; brief discussion to clarify details of some invoices.

\$229.57 to Deluxe for check printing and \$360.00 to Intuit for annual renewal of the QuickBooks payroll module had been paid by ACH during the month.

MOTION by Hall, second by Morris to approve payment of \$78,020.28 for all open invoices as presented .

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

Discussion Regarding Relocation of New Berlin Master Meter:

- Middendorf stated a good potential location for the meter had been found where the commission's transmission main runs along Route 54 east of the New Berlin Road intersection just downstream from a fire hydrant. The location allows ease of access to the meter.

-Installing a smaller, 3" submersible grade meter was estimated to cost \$34,776.50 which did not include the costs for SCADA programming; power would also be needed at the site.

MOTION by Bloome, second by Hall for Middendorf to solicit letter proposals from local vendors for new new meter.

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

Discussion and Approval of Agreement with Loami Fire Protection District:

- Hall stated he had been asked about the district being allowed to hook onto our hydrant.

- Bloome said our hydrants are not designed for this type of use; they have too low a flow rate and it could collapse our system. He suggested they might find a location in town with a tank.

Approve Contract Operator Three-Month Contract:

- Tom Perry agreed to be our contract operator for 90 days effective the date of this meeting; the contract is the standard IRWA agreement and can be terminated early if we hire an operator.

- Perry would receive \$1,250.00 per month and would be at the plant one hour per week; his compensation includes using his water operator's license, review of reports and signing off on plant operations.

MOTION by Morris, second by Bloome to enter into a contract with Tom Perry to be the responsible operator for the plant effective February 18, 2019 at a rate of \$1,250.00 per month for a period of 90 days or sooner if another operator is hired.

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

Approve Hiring New Plant Superintendent:

- Bloome stated that Stephen Bivin, who worked for Woodard & Curran during the time they were operating our plant, is interested in being hired as our plant manager beginning March 11, 2019; he would be available to help with end of month sampling prior to that date.

- He has knowledge of the plant and has worked well with Canham previously.

- All the paperwork for his Class A license is complete, but he has not yet received it.

MOTION by Morris, second by Bloome to offer Stephen Bivin the position of Plant Superintendent.

Roll call vote: Hall – yes Morris – yes Bloome – yes

Motion carried.

Discuss New Entry Level Position at the Plant:

- Bloome proposed, with a plant superintendent who has a Class A license, we hire an entry level employee for the third position at the plant.
- We are waiting for a resume from a potential candidate.
- Hall suggested considering a couple of part time people, working elsewhere or retired perhaps, who could cover weekend sampling instead.
- Tabled for further discussion once resumes or names of possible applicants are received.

Approve Well Maintenance Contract with Brotcke Well and Pump:

- Bloome reviewed recommendations from Brotcke for well maintenance:
 - Pumps in wells #2 and #6 would be treated to descale at a cost of \$21,760.
 - Wells #3, #4 and #7 would receive full chemical treatment at a cost of \$57,177.
 - After this, two wells would be treated each year in rotation as a regular maintenance schedule.
- Bloome stated there is money available in the Repair and Replacement Account for this work.

- Questions and comments from members of the public were heard by the commissioners regarding well maintenance details.

- Bloome added, to increase capacity for the future, new wellsites should be included in the next long-term plan.

MOTION by Bloome, second by Morris to proceed with well treatments as suggested by Brotcke Well and Pump on wells #2, 3, 4, 6 and 7.

Roll call vote: Hall – yes Morris – yes Bloome – yes

Motion carried.

Discuss FY2020 Budget:

- Bloome distributed an early and incomplete draft budget.
- Water sales were estimated using current year quantities and at the new rate as approved in the most recent rate ordinance.
- There would be no additional CRP income; maintenance expenses would continue. Hall asked about possibly purchasing a mower to do our own maintenance; not at this time.
- Expenses could be broken down with more itemization rather than using the single lump sum as it was when we were paying an outside management company.
- Debt service amounts were provided by VanProyen based on amortization schedules.

- Additional discussion would be included on the March meeting agenda. The budget must be finalized by the May regular meeting.

Old Business:

- There was no Old Business.

New Business:

- Bloome reported employees have been using their personal vehicles for running errands, reading meters and traveling in and around the well fields. He suggested including a truck with higher clearance in the FY2020 budget for business use and avoid possible damage to personal vehicles.

Executive Session to Discuss Personnel:

At 6:23 p.m:

MOTION by Hall, second by Bloome to move into Executive Session to discuss personnel matters.

Voice vote: Motion carried.

At 6:30 p.m. Regular Session resumed.

Adjournment:

MOTION by Hall, second by Morris to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 6:30 p.m.

Respectfully submitted,


Laura VanProyen, Clerk