

**South Sangamon Water Commission**  
Minutes of Regular Meeting of the Board of Commissioners  
April 19, 2016; 3:00 p.m.  
Water Plant, 9199 Buckhart Road, Rochester, Illinois

**Commissioners:**

Present: Ruth Bottrell, Craig Hall, Joel Sander

Absent: none

Quorum: yes

**Others Present:**

Dan Held and Ray Giguere (Woodard & Curran), Max Middendorf (MECO Engineering), Randy Segatto (Barber, Segatto, et al), Laura VanProyen (SSWC), Joe Pritchett (South County Publications) Terry Burke, Jewel Brant, Darlene Judd, Keith Osburn

**Proceedings:**

- Meeting was called to order at 3:00 p.m. by Commissioner Joel Sander and roll taken.
- Ruth Bottrell was introduced as the newly appointed Commissioner from Chatham.

MOTION by Hall, second by Bottrell, to appoint Joel Sander as chairman of the South Sangamon Water Commission.

Roll call vote: Hall – yes Bottrell – yes Sander – present Motion carried.

**Management Report** for March, 2016, was presented by Dan Held.

Supplemental information regarding the report included:

- Table 5.3 Budget Table does not include possible pump changes for fluoride, sodium permanganate and sodium hypochloride estimated to cost \$25,000 to \$30,000.
- This, and other Capital Improvement items, will be discussed at an upcoming planning meeting with Woodard & Curran and the new SSWC Chairman.

- Held prepared the CCR; he will send it to Chatham, New Berlin, Curran-Gardner and for posting on the website. Clerk will include it with the next bills mailed to all retail customers.

**Engineering Report** by Max Middendorf regarding ongoing projects.

- Work continued with Woodard & Curran regarding lagoon bisulfite feed.
- Hydropneumatic tank design was approved by EPA.
- EJ Water expected to receive their permit for Phase I sometime soon.
- May need an interim solution for a sodium permanganate pump until one is available in the correct size from the same vendor as other pumps which is preferred for smooth operation and compatibility within the system.

**Public Comments:**

- Held answered questions from residents regarding plant production capacity, which wells are currently in production, regeneration/backwash frequency and flushing.
- Commissioner Bottrell reported Chatham is awaiting a flushing plan from their engineers.

**Approval of Minutes:**

MOTION by Hall, second by Sander to approve the March 15, 2016 meeting minutes as presented.

Voice vote: Motion carried.

**Financial Report:**

- Laura VanProyen distributed interim financial reports for March 31, 2016 which showed an operating account balance of \$214,392.09.
- The \$80,000 recently paid to Cahoy was included under Assets as Construction in Progress rather than under Expenses pending instructions from the auditors.

**Approval of Open Invoices for Payment:**

- VanProyen distributed a list of open payables totaling \$114,738.77.
- Held stated the pump purchased from Illinois Electric Works would be a Woodard & Curran expense and should be removed from this list.
- VanProyen stated the amount due to the Village of Chatham should be changed to \$2,100 for meter readings only for now; a revised bill was expected due to some duplicated charges related to water taps and related work.

MOTION by Hall, second by Bottrell to approve payment of open payables as amended for a total of \$110,168.92.

Roll call vote: Hall – yes Bottrell – yes Sander – yes Motion carried.

**Woodard & Curran Management Contract Renewal:**

- VanProyen stated our contract with Woodard & Curran would automatically renew for the second year of its three-year term on May 1. The monthly amount due for the 2016/2017 year would be \$931,442 – up \$1,416 from the current year.
- Commissioners agreed Woodard & Curran had been doing a great job managing the plant and they look forward to another year working with them.

**Approve FY2017 Budget:**

- VanProyen distributed the draft budget for FY2017 for discussion and review.
- Held stated there may be additional costs due to any recommendations made in the Curry Report; those cannot be estimated until the report is complete.
- Middendorf stated they may be able to avoid transmission main work at the Wesley Chapel road construction project, but there could be some costs if our mains do need to be moved or modified.
- Terry Burke stated this draft does not account for any refund on the annual repair and maintenance reconciliation from Woodard & Curran.

MOTION by Bottrell, second by Hall to approve the proposed FY2017 budget.

Roll call vote: Hall – yes Bottrell – yes Sander – yes Motion carried.

**Approve Insurance Renewal Ordinance:**

- VanProyen stated we would receive a refund should any equipment be leased to Woodard & Curran and become covered by their policy.

MOTION by Sander, second by Bottrell to approve Ordinance 16-03, an Ordinance Approving the Purchase and Renewal of Commercial Insurance Coverage from Nicoud Insurance Services.

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

**Old Business:**

**CPE Status:**

- Commissioner Sander stated Curry sent test results to individuals sampled for the report. The report should be available soon; then it goes to EPA for recommendations and follow up.

**Website Updates:**

- VanProyen reported [info@sswc.us](mailto:info@sswc.us) had been created as the business e-mail address for the Commission and listed on the website.
- FOIA Officer contact information had been added to the Contact page of the website.
- Phone numbers were corrected throughout the website.
- VanProyen will follow up regarding missing Operating Report.

**Logo Creation:**

- Commissioner Hall reported the schools hope to have their picks ready for Commission consideration before the end of the school year.

**New Business:**

**Recent Telephone Inquiries:**

- Commissioner Hall will follow up with resident, Rick Hamm, regarding his desire for a main extension south from our mains at Loami Bates and Mansion Roads.

- Randy Segatto is researching and will follow up with Mark Heissinger regarding his easement questions.

- Commissioners agreed we would not discount water for filling swimming pools as requested by a retail customer. Water/sewer systems do sometimes discount the sewer portion but not the water portion of this type of water usage.

**Adjournment:**

- The next regular meeting of the South Sangamon Water Commission will be May 17, 2016 at 3:00 p.m. at the water plant, 9199 Buckhart Road, Rochester.

MOTION by Bottrell, second by Hall to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 4:10 p.m.

Respectfully submitted,

  
Clerk