

South Sangamon Water Commission
Minutes of Special Meeting of the Board of Commissioners
April 22, 2014; 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), Jay Jessen (Fuhrmann Engineering), Todd Thomas (Brotcke Well & Pump), Laura VanProyen (SSWC), Mike Williamsen (Chatham)

Proceedings:

- Having no quorum present on April 15, 2014, this special meeting was called to order at 8:38 a.m. by Chairman, Del McCord and roll taken.

- There were no public comments.

Jostes Road Water Main Extension:

- Jay Jessen of Fuhrmann Engineering, representing residents of the Jostes Road Water Main Extension, stated a group of five to ten customers are working to bring water from the corner of Buckhart and Hedge Roads north to Jostes Road. In order to get the necessary zoning for the project, they asked for a letter from the Commission indicating our commitment to provide a hot tap at our transmission main and to provide them with water when the project is complete.

- Jessen will provide a draft letter to Chairman McCord for signature later in the week.

MOTION by Hall, second by Sander to work with the Jostes Road Water Main Extension and provide them the letter needed for zoning applications with our commitment to provide a hot tap and water to their customers.

Voice vote: Motion carried.

- Looking at other groups of customers like this, especially to the east of the plant, Commissioner Hall asked whether we could better serve them as a district than as a commission. Discussion was tabled until next month when more information would be available regarding the differences.

Well Performance:

- Todd Thomas of Brotcke Well & Pump stated recent testing showed wells 7, 9 and 10 are currently in need of treatment to increase their performance; the transducer in well 5 also needed troubleshooting. He presented information and suggested protocols for ongoing well testing and maintenance.

- Using an injection tank to inject chemical and surge them in & out to remove buildup would be done about every three years at a cost of about \$17,500 per well.

- Dan Held recommended we should budget based on two to three years being treated each year but that treatment should be based on test results and not an automatic rotation.
- The Commissioners asked Thomas to work to develop a methodology to install injection ports through the concrete surrounding our wells; this would reduce treatment costs by about \$6,000 per well.

Approval of Minutes:

MOTION by Hall, second by Sander to approve the March 18, 2014 meeting minutes as presented.

Voice vote: Motion carried.

Financial Report:

Laura VanProyen presented the financial reports for March 31, 2014 which showed an operating account balance of \$391,734.52.

Fiscal Year 2015 Budget:

- VanProyen distributed copies of the draft budget.
- Held discussed several of the large items including engineering, maintenance and repairs.

Approval of Open Invoices for Payment:

- VanProyen distributed a list of open payables totaling \$85,911.24.

MOTION by Sander, second by Hall to approve payment of all open payables.

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

Ordinance Adopting an Identity Protection Policy:

- Chairman McCord presented an ordinance adopting an Identity-Protection Policy pursuant to the Illinois Identity Protection Act, to protect Social Security numbers from unauthorized disclosure.
- VanProyen stated we collect this information from our residential customers for possible collection action, so this policy does apply to the Commission.

MOTION by Sander, second by Hall to approve Ordinance 14-03, An Ordinance Adopting an Identity Protection Policy Pursuant to the Illinois Identity Protection Act.

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

Ordinance Approving the Purchase of Insurance:

- Chairman McCord presented an ordinance to approve the purchase of commercial insurance coverage for the period May 1, 2014 through May 2, 2015 from Nicoud Insurance.
- Following publications asking for quotes, Nicoud provided the only proposal.
- Commissioners discussed reducing the \$34,470 cost by considering a higher deductible and a reduction of the \$1,000,000 SCADA coverage.
- Held will contact AAC regarding an accurate current value on the SCADA equipment.
- McCord will meet with Jim Hillestadt at Nicoud to discuss possible cost-cutting options.

MOTION by Hall, second by Sander to approve Ordinance 14-04, An Ordinance Approving the Purchase of Commercial Insurance Coverage from Nicoud Insurance Services.

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

Business Office Location:

- VanProyen presented a proposal to move the business office to the water plant with a VPN connection which would allow her to access the financial computer from her laptop in order to work remotely when possible. This would reduce mileage costs and allow for a minimal office to be set up in space available at the plant.
- With a copier/printer already set up at the plant, the one currently in the business office would be relocated to VanProyen's Springfield office to allow for printing and copying without additional cost or mileage.
- Held has been working more directly with review and processing of invoices and would be able to access the financial computer more conveniently for data entry and report printing.
- Commissioners agreed. The move will happen over the next couple of months.

Manager's Report by Dan Held:

- Held discussed various repair and improvement issues in the plant and well field. His written report is attached to these minutes.
- A truck from Chatham will be needed to fix the broken tile hole in the well field.
- Stan Bersin of Greene & Bradford continues to monitor chlorine levels; they seem to have stabilized.

There was no Old Business.

New Business:

Curran-Gardner Township Public Water District:

- Dan and Mike met with Eric of Curran-Gardner in an effort to keep communication open between our organizations. The main area in which we could currently help them was in moving along the emergency connection to New Berlin.
- Commissioner Sander will pick up communications with New Berlin and Curran-Gardner to see what can be done.

MOTION by Hall, second by McCord that we work Curran-Gardner Township Public Water District whenever we can and offer our help in any way.

Voice vote: Motion carried.

Adjournment:

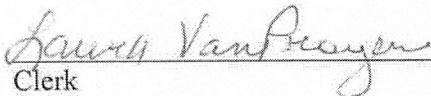
- The next regular meeting of the South Sangamon Water Commission will be May 20, 2014 at 8:30 a.m. at the water plant, 9199 Buckhard Road, Rochester.

MOTION by Hall, second by Sander to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 11:28 a.m.

Respectfully submitted,


Clerk