

South Sangamon Water Commission  
Minutes of Rescheduled Regular Meeting of the Board of Commissioners  
May 16, 2017; 3:00 p.m.  
Water Plant, 9199 Buckhart Road, Rochester, Illinois

**Commissioners:**

Present: Lee Bloome, Craig Hall, Joel Sander

Absent: None

Quorum: Yes

**Others Present:**

Dan Held, Keith Sommers & Marc Thomas (Woodard & Curran), Randy Segatto, (Barber, Segatto, et al), Laura VanProyen (SSWC), Bill Brown (Crawford, Murphy & Tilly), Patrick McCarthy (Village of Chatham)

Darlene Judd

**Proceedings:**

- Meeting was called to order at 3:00 p.m. by Chairman Joel Sander and roll was taken.

**Management Report Presented by Dan Held:**

- Held requested commissioners review the Capital Plan Summary, Attachment C to the report, and share their input and thoughts with Woodard & Curran to assist with future planning.
- In response to a question from Commissioner Hall, Held listed several things that happened during the year to cause the over budget items shown on Budget Table 5.3 in the report.
  - MCPE-required work caused overtime and
  - WesTech system repairs
  - Changes and testing regarding chloride levels requested by IEPA following MCPE
  - Changes to brine tank cleaning and hauling

**Engineering Report:**

- There was no engineering report

**Public Comments:**

- Commissioners heard question regarding timing of possible change to chloramines; no decisions had yet been made regarding this item

**Approval of Minutes:**

MOTION by Bloome, second by Hall to approve the minutes of the April 18, 2017 regular meeting as presented.

Voice vote: Motion carried.

**FY2018 Budget:**

- Attorney Segatto stated the budget can be amended if substantial changes in revenue or expenses come along during the year. Approving a Temporary Budget allows for payment of bills and the Appropriation Ordinance must be passed during the first quarter of the fiscal year.
- Discussion regarding several specific items within the Management budget:
  - SCADA licensing fees are new for FY2018 having not been paid in previous years
  - Labor overages should be reduced with MCPE followup complete and fewer FOIA requests coming in.
  - Maintenance and repair is unknown depending on unexpected items, such as transmission main breaks.
- Patrick McCarthy stated the altitude valve project could possibly wait until Fall, 2017. Thomas said response time in case of a power outage is the primary driver of this project. This Capital Improvement item was not included in the temporary budget and could possibly be funded through the Depreciation, Repair and Replacement account.

MOTION by Hall, second by Bloome to approve the FY2018 temporary budget.

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

**Treasurer's Report:**

- Laura VanProyen distributed the unaudited draft April 30, 2017 Budget Comparison Financial Statement and a Historical Water Usage Report updated through April, 2017.
- The audit was scheduled for June 29 – 30.

**Approval of Open Invoices for Payment:**

- VanProyen distributed the list of open payable items for payment approval.

MOTION by Bloome, second by Hall to approve the open payable items totaling \$84,931.34 for payment.

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

**Approval of Resolution Regarding Online Bank Transfers:**

- Laura VanProyen reported that, due to changing bank regulations and the fact that our accounts require more than one signature on checks, we must now have a resolution on file with Warren-Boynton State Bank to allow online transfers between our checking accounts. Otherwise transfers may be made by phone with a bank employee during bank lobby hours.

MOTION by Sander, second by Hall to approve Resolution 17-03, a Resolution Authorizing and Approving Online Bank Transfers between Bank Accounts.

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

**Retail Rate Ordinance:**

- VanProyen reported the current monthly cost to read retail meters is about \$1.70 per meter and to process and send retail bills is about \$2.70 per bill.
- The proposed ordinance would affect all meter readings after June 1, 2017 and would: increase the monthly minimum from \$31.00 to \$33.00, increase the price for all usage over 2,000 gallons per month from \$8.25 per 1,000 gallons to \$9.65 per 1,000 gallons, and leave the \$5.00 monthly facility charge unchanged.

MOTION by Bloome, second by Sander to approve Ordinance 17-03, an Ordinance Establishing Retail Water Rates.

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

**New Service Tap Fee Ordinance:**

- Commissioner Sander explained this ordinance changed tap fees for new retail service from one flat fee, to individually estimated fees based on actual costs for materials and labor at a specific address along the transmission main.
- Boring to cross the road, where needed, would remain an additional cost to the affected retail customers.

MOTION by Hall, second by Bloome to approve Ordinance 17-04, an Ordinance Amending and Increasing New Service Tap Fees.

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

**Old Business:**

**Bulk Water Equipment Status:**

- Commissioner Sander and VanProyen continue to work to communicate with the Mayor of Rochester regarding possible bulk water sales and equipment options.
- Commissioner Hall stated his desire to again sell bulk water at the plant. This could require the addition of a regulator and meter along with repairs and adjustments to the existing equipment.

**Possible Change to Chloramines:**

- Discussion regarding possibly changing to Chloramines as requested by the Village of Chatham was tabled until the next meeting or a special meeting to be held prior to that date.
- Commissioner Sander will follow up with Max Middendorf prior to those discussions regarding the pricing and time table of such a change.

**Altitude Control Valve Project:**

- Bill Brown reported Crawford, Murphy and Tilly had presented the Village of Chatham with two options for the control valve project. Waiting until Fall, 2017 for this item could work better for permitting and planning.
- Held and McCarthy discussed several possible issues; Chatham and the Commission will continue to work closely together throughout this project.

**Locking Hydrants:**

- Discussion regarding which of the Commission's hydrants had locks on them.
- Held will work with McCarthy to get a count of hydrants and estimated cost of locks for future discussion.

**New Business:**

- There was no new business.

**Adjournment:**

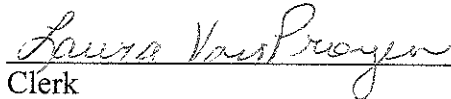
- The next regular meeting of the South Sangamon Water Commission will be June 20, 2017 at 3:00 p.m. at the water plant, 9199 Buckhart Road, Rochester, Illinois.

MOTION by Bloome, second by Hall to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 4:02 p.m.

Respectfully submitted,

  
Clerk