

**South Sangamon Water Commission**  
Minutes of Regular Meeting of the Board of Commissioners  
July 21, 2015; 3:00 p.m.  
Water Plant, 9199 Buckhart Road, Rochester, Illinois

**Commissioners:**

Present: Terry Burke, Craig Hall

Excused: Joel Sander

Quorum: yes

**Others Present:**

Laura VanProyen (SSWC), Randy Segatto (Barber, Segatto, Hoffee, Wilke & Cate), Max Middendorf (MECO), Marc Thomas, Dan Held & Keith Sommers (Woodard & Curran), Keith Osburn, Darlene Judd

**Proceedings:**

- Meeting was called to order at 3:07 p.m. by Chairman, Terry Burke, and roll was taken.

**Management Report** for June was presented by Dan Held.

- Introduced Keith Sommers as the second full time operator recently hired by Woodard & Curran for our plant.

- Woodard & Curran's recent safety audit found 88 items needing attention. Many of these were simple and quick to resolve, some will take longer; they will update this commission monthly regarding progress.

- Their engineer continues to monitor and work on the slightly high free chlorine levels leaving the lagoon.

- Commissioners agreed a summary format regarding work orders was sufficient for this report each month.

- Commissioners confirmed the purchase of a new citric acid pump was previously approved; it will be ordered and installed. The existing pump may be useful in another area in the future.

- Woodard & Curran, working with Max Middendorf, continued to refine and expand the Capital Improvement Plan.

- Brotcke was fabricating the injection ports and donut rings which will be installed soon.

- Work on sampling stations was slowed due to recent rains flooding the well fields.

- Terry Burke reported David Cook of EPA said Riverton is currently reporting to them regarding being under the influence of surface water. These results may influence what testing might be required of us; we should wait to take out the WesTech filters until their reporting period is complete.

- Dan Held explained the recent boil order was precautionary due to a brief low pressure reading on SCADA and only affected the retail customers between the water plant and ground storage tank; it did not affect Chatham or New Berlin who were being served from the reservoir.

**Public Comments and Questions** were addressed during the Management Report.

- Concerns included capacity related to upcoming planned growth in Chatham.
- Craig Hall reported recent comments from Chatham residents generally indicated improvement in water quality.

**Approval of Minutes:**

MOTION by Hall, second by Burke to approve the June 16, 2015 meeting minutes as presented.

Voice vote: Motion carried.

**Financial Report:**

- Laura VanProyen presented the financial report for June 30, 2015 which showed an operating account balance of \$362,599.06.
- All bond and interest payments due July 1 were paid during the last week of June.
  
- Craig Hall reported retail customers' concerns regarding the time between meter reading dates and bill dates was too long.
- With meters being read earlier in the month than when we began billing, Hall suggested we adjust our billing to go out before the end of the month beginning with July bills. He will prepare a notice to be included with the next bills explaining why June and July bills were processed only a couple of weeks apart.
  
- VanProyen presented her findings regarding current money market rates. Commissioners agreed to leave the Depreciation, Repair and Replacement account at Warren-Boynton State Bank at this time.
- These rates will be researched and reviewed again in six months.

**Approval of Open Invoices for Payment:**

- VanProyen distributed a list of open payables received through July 20 totaling \$88,742.41.
  
- Discussion regarding specific invoices included:
  - Advanced Automation and Control's invoice regarding "New Berlin flow meter verification" was a commission expense.
  - Now that there is only one cellular phone on the AT&T Mobility bill, VanProyen will look into reducing our wireless plan to cut that expense in the future.

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

Roll call vote: Hall – yes    Burke – yes

Motion carried.

**Old Business:**

**Computer Consultant Status:**

- Laura VanProyen reported on a recent conversation with Bobby Nichols from Woodard & Curran. They have finalized setting up their computers and have met with Harv Koplo of Avrom Systems to verify his services are no longer needed related to any of them.
- VanProyen will notify Koplo we no longer require his services; she will periodically backup financial & clerk's file data manually.

**Legal Matters Status:**

- Randy Segatto reported depositions in the Cahoy litigation are scheduled to begin later in July.

**Greensand Filters:**

- Max Middendorf recommended we implement pilot testing available from Tonka at no cost to give us more information to consider regarding the greensand project.
- Commissioners agreed he should make the necessary arrangements to have this happen.

**New Business:**

**CREP Maintenance and Mowing:**

- Terry Burke will get two or three bids for mowing the CREP ground when the area dries out.

**Adjournment:**

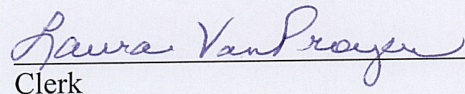
- The next regular meeting of the South Sangamon Water Commission will be August 18, 2015 at 3:00 p.m. at the water plant, 9199 Buckhart Road, Rochester, Illinois.

MOTION by Hall, second by Burke to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 4:30 p.m.

Respectfully submitted,

  
Clerk