

South Sangamon Water Commission
Minutes of Regular Meeting of the Board of Commissioners
September 16, 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:

Larry Beckom (intern), Dan Held (SSWC), Max Middendorf (MECO Engineering), John Myers (Rabin & Myers), Laura VanProyen (SSWC), Mike Williamsen (Chatham)

Proceedings:

- Meeting was called to order at 8:38 a.m. by Chairman, Del McCord and roll taken.

- There were no public comments or questions

MOTION by Hall, second by Sander to approve the minutes of the August 19, 2014 regular meeting as presented.

Voice vote: Motion carried.

Treasurer's Report:

- Laura VanProyen presented August 31, 2014 financial reports showing an operating account balance of \$438,213.82.

- Dan Held noted chemical costs are down due to more efficient pumps, competitive pricing environment and revised purchasing quantities.

- VanProyen distributed two options from MCS to upgrade the business computer at the water plant. One option would replace the old computer with a similar machine with an updated operating system; the second option would replace it with a server which would update the operating system as well as providing the convenience of multi-user access to the data and additional security with redundant drives.

MOTION by Sander, second by Hall to accept the second estimate from Microchip Computer Solutions to install a server in place of the old business computer at the water plant at a cost not to exceed \$1,700.

Roll call vote: McCord – yes Hall – yes Sander – yes

- Dan Held noted the WesTech computer also has Windows XP and will need to be updated with a newer operating system; WesTech is researching options for us.

Approval of Open Invoices for Payment:

- VanProyen distributed a list of open payables totaling \$77,912.63 and noted the additional amount of \$2,250 due to Bank of New York Mellon for bond administration annual fees for a total payable amount of \$80,162.63.

- Discussion regarding problems caused by Liquid Engineering dumping waste into the ditch instead of the lagoon; decision to hold \$3,745.00 payment for a month. John Myers will write a letter to follow up with them.

MOTION by Hall, second by Sander to approve payment of open payables as amended totaling \$76,417.63.

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

Manager's Report:

- Held will contact MSC to change contact information on our website.

- Held discussed the status of various repair and improvement issues in the plant and well field. His written report is attached to these minutes.

- Held reported he canceled the baker's stations on the Brotcke reducing the total costs by approximately \$20,600 after devising an alternate method for gathering test samples and discussing it with Todd Thomas.

- Discussion regarding a call list for the Rochester Fire Department and Sangamon County; Dan's cell phone (381-2206), then Chatham dispatch (483-2451) who will then call Del's cell phone, Max (491-2400), Joel (415-0867), Craig (381-9700), Mike (836-8993).

- Held reported he found incomplete drawings on file regarding the sewer system; as he looked into the system he found neither the lift station nor the leach field pumps were working to properly clear the pipes from the building. He suspects a possible break in the line.

- Petersburg Plumbing will dig to find and fix the problem.

Old Business:

Parking Lot Entrance Surface:

- Held installed steel posts to keep trucks from using our entrance for hauling dirt.

- Discussion regarding asphalt or concrete as a longer term solution instead of rock.

- Held will spread a load of rock for now to allow time to get three proposals from concrete vendors.

- Max Middendorf recommended 8" unreinforced concrete and noted a permit will be required.

MOTION by Hall, second by Sander to give Held authority to accept the lowest proposal for concrete apron and manhole grading not to exceed \$10,000.

Voice vote: Motion carried.

Well Pump Motor Failure:

- Mike Williamsen reported he spoke with Joe Pisula; Donohue continues to work on a response to our inquiry. Their general information was that Cahoy did not build as designed regarding the location of the motors in the screen.

Green Sand Filters:

- Middendorf reported he is working with Mike Southworth who is putting together a prospectus.

KMNO4 Building Status / Pigging Stations:

- Held and Middendorf answered questions regarding how things are currently working. KMNO4 is not currently being fed, but may be again once the mains are pigged. They will begin feeding bleach there allowing for extended sedimentation time.
- Middendorf continues to work on plans for pigging stations; a permit is needed.
- Held has a proposal from Utility Service for ice pigging.

New Business:

Agreement with Village of New Berlin:

- Chairman McCord received a letter from the Village of New Berlin terminating our agreement regarding sharing Tim Bliss as Assistant Plant Operator effective following a final invoice date of September 1, 2014.

Personnel Matters:

At 10:05 a.m.

MOTION by Hall, second by Sander to enter executive session to discuss personnel matters.

Voice vote: Motion carried.

At 10:34 a.m. Chairman McCord reconvened the regular meeting stating that during executive session the Commissioners discussed personnel issues relating to Dan's annual income and possible permanent, part-time employees for the water plant.

MOTION by Hall, second by Sander to increase our plant manager's salary by 3% for the year effective October 1, 2014.

Roll call vote: McCord – yes Hall – yes Sander – yes

Dan Held rejoined the meeting and John Myers was excused due to another commitment.

- Discussion with Held regarding Larry Beckom's status as an intern.
- Discussion regarding how we should go about hiring additional personnel – newspapers, ERTC, SIUE.

- Discussion regarding our need for only part-time assistance and how we might utilize a full-time person for hauling, mowing, sharing hours with Chatham, etc. – tabled for further discussion at the October meeting.
- Discussion regarding our need to establish employment policies and benefits – tabled for further discussion at the October meeting.

- Held requested the Commissioners consider increasing his salary to \$80,000.
- Discussion regarding Held's unused vacation time.

MOTION by Hall, second by Sander to buy back Dan Held's vacation time with a one-time payment of \$3,000.

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

Adjournment:

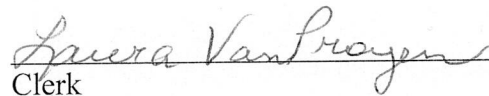
- The next regular meeting of the South Sangamon Water Commission will be October 21, 2014 at 8:30 a.m. at the water plant, 9199 Buckhart Road, Rochester, Illinois.

MOTION by Sander, second by Hall to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 11:25 a.m.

Respectfully submitted,


Clerk