

South Sangamon Water Commission
Minutes of Regular Meeting of the Board of Commissioners
September 17, 2013; 8:30 a.m.
Water Plant, 9199 Buckhart Road, Rochester, Illinois

Commissioners:

Present: Del McCord, William Pfeffer, Craig Hall

Absent: none

Quorum: yes

Others Present:

Dan Held (SSWC), Shane Hill (Chatham), Dave Kimsey (Chatham), Allen Mendenhall, John Myers (Rabin & Myers), Max Middendorf (MECO Engineering), Laura VanProyen (SSWC), Mike Williamsen (Chatham); Adam Withee (Zumbahlen)

Proceedings:

- Meeting was called to order at 8:37 a.m. by Chairman, Del McCord and roll taken.

MOTION by Pfeffer, second by Hall to approve August 20, 2013 meeting minutes.

Voice vote: Motion carried.

MOTION by Pfeffer, second by Hall to approve August 23, 2013 special meeting minutes.

Voice vote: Motion carried.

Treasurer's Report:

- Treasurer Bill Pfeffer presented the financial reports for August 31, 2013.

- Discussion regarding repairs and maintenance found them to be non-recurring items related largely to well field meter replacement, backwash line repairs and pipe bracing.

Approval of Open Invoices for Payment:

- Treasurer Pfeffer distributed a list of open payables totaling \$80,478.45 and items paid since the last meeting for utility and chemical bills with early due dates totaling \$2,426.63 for approval.

MOTION by Pfeffer, second by Hall to approve the open payables list as presented for payment.

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

Motion carried.

FY 2013 Audit:

- Adam Withee from Zumbahlen, Eyth, Surratt, Foote & Flynn discussed the final audit which found the financial information to be fairly stated and complete.
- He noted a minor finding related to bond compliance per Ordinance 10-21; we need to set up a surplus account.
- Because our daily bank balances can vary widely, we need to be mindful of collateral needs at some times during the year.
- \$1,365,000, or 59% of FY 2013 cash inflows, went out as bond and interest payments. At this time we are setting aside enough for these payments; reserves will need to increase next June when principal repayment begins.
- Withee suggested including copies of reconciled bank statements with the monthly financial statements in the future for review and approval by the commissioners as an internal control.
- Treasurer Pfeffer thanked Withee for their work in completing the audit for us.

Renewal of Contract for Audit:

- Treasurer Pfeffer stated the initial three-year contract with Zumbahlen is complete. He suggested we renew our audit contract with them for two or three more years due to the short time we have been operating and their existing knowledge of our financial requirements.
- Withee will have his firm prepare a new proposal to send to John Myers for review and preparation of an ordinance to be approved at a future meeting.

Manager's Report by Dan Held:

- The longer cable to wire the new meter in Well #2 had been ordered and should be installed by AAC later in the week.
- W-D Right of Way had completed approximately 65% of clearing work in the well field CRP area. He hit and damaged the northernmost hydrant which is the second now requiring repair or replacement.
 - Discussion regarding installing markers on or barriers around well field hydrants to avoid future damage. Shane Hill to install barriers.
- Water Solutions is working with Chatham residents regarding water quality following the reduced feed rate of ORA-CLE to approximately 10mg/L.
- Testing continues on the high chloride tank. Held and MECO Engineering continue to monitor and research alternative solutions to reduce brine hauling.
 - Wareham Security bid an additional camera to monitor the brine tank/trucking activity for about \$500.
 - Discussion regarding a meter to monitor the tank. Held to research this option for further discussion.
- Well #5 was retreated by Brotcke Well and Pump on September 13. Water samples will be sent for testing this week.
 - Chairman McCord had talked with Brotcke who reported that Held's decision to reduce the flow on all the wells rather than shutting some of them down completely was the right one and saved money. McCord thanked Held for his good work.
- AAC adjusted the timing on the valve opening for the low chloride waste which slowed the leak; Held to continue monitoring.
- Brine pump #2 had been replaced.

- Held installed a new UPS on Well #1 and has been operating fine since then.
- E L Pruitt repaired the broken backwash line on August 22 and continues to work on bracing to prevent future problems.
- A solution tube was ordered and will be installed this week to feed the fluoride down into the water at the west high service pump to keep the chemical away from the metal pipe in the pit. A larger saddle was installed to stop the leak.
- Brooks and Associates recalibrated all the pumps after a year in operation which corrected feed problems.
- WesTech came on September 10 and 11 to correct problems with the CIP skid. This trip was at no charge following their work about six months ago on the same issues.
- Held found a new chemical provider for citric acid (Hawkins Chemical) who delivers by truck pumped into a tote in the chemical room at a substantial savings over Brenntag who delivers by the barrel.
- Work continues on the KMNO4 building with concrete to be poured for the vault floor expected later in the week.

Old Business:

Personnel:

- Tim Bliss had begun working with Held at the plant.
- Bliss should keep a time log and needs a phone in order to get alarms.
- John Myers to talk with New Berlin's mayor regarding an agreement with the village defining our sharing of Bliss's time and compensation for it.

- CGTPWD had not yet billed for July and August management; bills have been requested.
- John Myers to talk with Bob Dalton regarding a reciprocal agreement with CGTPWD for help as needed based on time and materials.

CRP:

- Discussion regarding changing our agreement from keeping the land in approved grasses to approved trees in an effort to reduce ongoing maintenance.
- Allen Mendenhall stated that when taking down trees they should be sprayed immediately after cutting.
- Held suggested sinking poles to show the CRP land boundaries for those clearing and working on it.
- John Myers to research trees that might be available at little or no cost to us.

New Business:

- Commissioner Hall stated he had requests from residents of Chatham for information from the Commission; he referred their request to the Clerk. Any information requested will be provided.
- Hall applauded Mayor Gray of Chatham for his recent vote for the future of Chatham.

Adjournment:

- The next regular meeting of the South Sangamon Water Commission will be October 15, 2013 at 8:30 a.m. at the water plant, 9199 Buckhard Road, Rochester.

MOTION by Pfeffer, second by Hall to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 10:15 a.m.

Respectfully submitted,


Clerk