

South Sangamon Water Commission  
Minutes of the Regular Meeting of the Board of Commissioners  
March 15, 2021  
Water Plant, 9199 Buckhart Road, Rochester IL

**Commissioners:**

Present: Jim Roth, Cindy Morris, Dave Johnson

Absent: none

Quorum: yes

**Others Present:**

Stephen Bivin, Kevin Canham & Laura VanProyen (SSWC), Max Middendorf (MECO Engineering), Randy Segatto (Barber, Segatto, et al), Jamie Headen (Benton & Associates), Bill Brown

**Proceedings:**

- The meeting was called to order at 5:30 p.m. by chairman, Jim Roth, and roll was taken.

**Operating Report:**

- Stephen Bivin distributed and reviewed the February, 2021, written report.

**Tree Trimming Bids:**

- Two bids were received for trimming the trees away from the power lines near Well #10. The bid from Dyer Tree Service of Pawnee was substantially lower than that of To The Top Tree Service of Springfield.

MOTION by Roth, second by Johnson to award the Well Field tree trimming to Dyer Tree Service per their quote #0301 in the amount of \$1,200.00.

Roll call vote: Morris – yes Johnson – yes Roth – yes

Motion carried.

**Broken Field Tile:**

- Dan Neuman, landowner on Mansion Road, had spoken with Bivin regarding flooding on his property which he believed to be caused by broken field tile. He stated it was broken while installing the Commission's transmission mains in that area.

- Following some discussion, Commissioners instructed Bivin to get in touch with Terry Burke to see what he might remember regarding the main installation and to get pricing for possible repairs from Petersburg Plumbing.

**Engineering Report:**

- Max Middendorf reported the New Berlin controls were complete. Once New Berlin signed off on the easement, there would be a pre-construction meeting on site with Petersburg Plumbing and Lee Electric.

- Jamie Headen said EPA permits for the Emergency Connection project were in. He would prepare RFP and advertise for bids.

- Commissioner Morris asked about recent loss of communication between the booster station and the New Berlin tower; no alarm went to New Berlin. Communications were reset at the tower and there were no additional problems since.

- Headen would have SCADAware check it out.

- Jamie Headen left the meeting.

**Update on Response to Village of Chatham's Concerns:**

- Commissioner Roth reported that Kevin Canham had located the valve for blowing down the reaction basin to remove sludge. After repeating the process, the output was clear and manganese level was .01 (The goal is below .03 and EPA secondary standard is .05.)
- Plant personnel would monitor and establish how often to perform blow down to maintain .01 to .03 levels of manganese moving forward.

**Public Comments:**

- There were no public comments.

**Approval of Minutes:**

MOTION by Johnson, second by Roth to approve the minutes of the February 22, 2021, regular meeting as presented.

Voice vote: Motion carried.

**Treasurer's Report:**

- Laura VanProyen distributed and explained a working document regarding current cash balances for commissioners' use in budget and year-end financial planning. Higher water sales, somewhat lower expenses, and more favorable than estimated effects of the bond refinancing resulted in an increased cash flow during fiscal year 2021.
- She also reported the landlord for the business office in Springfield had given 30 days' notice of a rent increase from \$175 to \$200 per month with all other details of the lease remaining the same. Randy Segatto would prepare an ordinance to approve the new lease at the April regular meeting.

**Approval for Payment of Invoices:**

- Commissioners received a list of payable items totaling \$49,253.53.
- Bill Brown provided details regarding the two Village of Chatham invoices for \$2,657.25 and \$7,130.08 for reimbursement of his time.
- There were also \$48.39 for automatic and utility payments which had been paid prior to the meeting date.

MOTION by Johnson, second by Roth to approve payment of all invoices as presented totaling \$49,253.53.

Roll call vote: Morris – yes Johnson – yes Roth – yes Motion carried.

**Discuss Agreement with CMT for Operating Engineering Assistance:**

- Following discussion regarding Village of Chatham invoices for reimbursement of engineering costs, Attorney Segatto said there should be an agreement in place between the Commission and Crawford, Murphy and Tilly for possible similar work in the future.
- Commissioner Roth suggested a "not to exceed" amount of \$25,000 for a year as a possible agreed amount.
- Bill Brown would send a proposal to be approved at the April meeting.

**Discuss and Approve Website Upgrade:**

- Bivin stated Microchip Computer Solutions' cost to upgrade the Commission website would be \$2,750 for the upgrade with the monthly maintenance and oversight remaining at \$59.

MOTION by Roth, second by Morris to upgrade the Commission website with Microchip Computer Solutions, Inc. at a cost of \$2,750 and continuing monthly fee of \$59.

Roll call vote: Morris – yes Johnson -yes Roth – yes Motion carried.

**Discuss and Approve Tap Fees:**

- Commissioners discussed switching from the current 2% of costs to a \$500 flat fee for new service taps.
- Segatto would prepare an ordinance for approval at the April regular meeting.

**Review and Discuss Draft Budget:**

- There were a few questions regarding specific line items; generally, the budget was ready for preparation of the Appropriation Ordinance.
  - Looking at the Capital Improvements proposed for fiscal year 2022, there was discussion regarding starting the new meters project as soon as possible and moving ahead with the purchase of a mower and/or backhoe.
  - VanProyen would get Midwest Meter's proposal to Segatto to review and prepare a Resolution for approval at the April meeting.
  - Bivin would review mower bid(s) and bring his recommendation to the April meeting.
- A Public Hearing regarding the Appropriation Ordinance was scheduled for April 19 at 5:30 p.m. to be immediately followed by the regular meeting.
- Clerk would publish notice in the Chatham Clarion and New Berlin Bee the week of April 4. It would also be posted on the Commission website.

**Old Business:**

- Commissioner Johnson asked about follow-up on costs of repairs possibly connected to recent work on the SCADA system.
- Bivin estimated it at something over \$7,400. He would get the details to Segatto for communications with AAC.

**New Business:**

- Commissioner Roth stated that, with the Chatham interconnection moving forward, there would be need for an agreement between the Commission and CWLP. The current agreement between Chatham and CWLP does not allow the village to resell water which would be needed to supply New Berlin.
- Roth asked for authorization to begin meetings with Todd LaFountain regarding an emergency water supply agreement.

MOTION by Roth, second by Johnson authorizing Jim Roth to begin discussions with CWLP on behalf of South Sangamon Water Commission regarding the possibility of an agreement for emergency water purchases from CWLP to the Commission.

Roll call vote: Morris – yes Johnson – yes Roth – yes Motion carried.

**Adjournment:**

- The next regular meeting of the South Sangamon Water Commission will be held Monday, April 19, 2021 immediately following a public hearing which is scheduled to begin at 5:30 p.m. at the water plant, 9199 Buckhart Road, Rochester, Illinois.

MOTION by Johnson, second by Roth to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 7:36 p.m.

Respectfully submitted,

  
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Laura VanProyen, Clerk