

South Sangamon Water Commission  
Minutes of the Regular Meeting of the Board of Commissioners  
April 19, 2021  
Water Plant, 9199 Buckhart Road, Rochester IL

**Commissioners:**

Present: Jim Roth, Dave Johnson

Absent: Cindy Morris

Quorum: yes

**Others Present:**

Stephen Bivin, Kevin Canham & Laura VanProyen (SSWC), Max Middendorf (MECO Engineering), Randy Segatto (Barber, Segatto, et al), Bill Brown (Crawford, Murphy & Tilly), Mike Krell (New Berlin)

**Proceedings:**

- The meeting was called to order at 5:32 p.m. by chairman, Jim Roth, and roll was taken.

**Adopt Ordinance 21-01 Regarding Budgeting and Appropriating Funds:**

MOTION by Johnson, second by Roth to approve Ordinance 21-01, an ordinance budgeting and appropriating funds for all corporate purposes for the South Sangamon Water Commission, Illinois for the fiscal year commencing on the first day of May, 2021 ending on the 30<sup>th</sup> day of April, 2022

Roll call vote: Johnson – yes Roth – yes

Motion carried.

**Operating Report:**

- Stephen Bivin distributed and reviewed the March, 2021, written report.  
- Well field tree trimming was complete. Once power was turned back on, well #10 would be running again.

- Bivin reported the retail customer at 6063 Cardinal Hill Road had an unusually high bill for February, 2021 water usage and requested an adjustment.

- Commissioners discussed the need for a policy to handle possible leak complaints. Max Middendorf would forward sample policies to Attorney Segatto who would present a Leak Policy for approval at a future meeting.

MOTION by Roth, second by Johnson to discount the February, 2021 invoice #6063CH-2102 by 50% as a one-time adjustment for the retail customer at 6063 Cardinal Hill Road.

Voice vote: Johnson – yes Roth – yes

Motion carried.

- In the absence of Jamie Headen, Commissioner Morris had sent a request that the commissioners discuss having SCADA allow Garrett, at the New Berlin utility department, the ability to access system only to turn on and off water to New Berlin if needed.

- Bivin would contact Dan at SCADAware and let Garrett know what was possible.

- Commissioner Johnson asked if the Village of Chatham notified us when they schedule flushing; Bivin stated they do not unless the flushing is due to a problem or specific reason.

- Commissioner Roth asked if manganese levels were staying down; Bivin reported they had.

**Engineering Report:**

- Stephen Bivin reported he and Middendorf opened well cleaning bids from three vendors: Brotcke \$50,160, Layne \$61,800 and Suez \$85,500. They recommended accepting Brotcke's bid as it was the lowest, however because Brotcke does not offer sonic cleaning, we would approve only one year with the option to extend for a second year if the results were similar to Layne's sonic cleaning outcomes of the previous year.
- The scope of work was for three wells per year and included video taken after cleaning which Middendorf stated had been very helpful in prior years. Cleaning should be scheduled as soon as possible.

MOTION by Roth, second by Johnson to approve Resolution 21-07, a resolution approving and accepting proposal with Brotcke Well & Pump, for one year with the option to extend for a second year after reviewing results of this year's cleaning.

Roll call vote: Johnson – yes Roth – yes

Motion carried.

- Roth reviewed Headen's status report on the interconnection project. Construction costs and materials had been going up rapidly so bids might come in higher than expected. Headen recommended holding off on advertising for bids for about thirty days since we were waiting for completion of agreements needed from Chatham anyway. Then Commissioners could reassess status of the construction market.
- Segatto suggested a special meeting could be called to allow for quick action if needed to shorten contractors' holding time on materials if prices became more favorable.

**Public Comments:**

- There were no public comments.

**Approval of Minutes:**

MOTION by Johnson, second by Roth to approve the minutes of the March 15, 2021, regular meeting as presented.

Voice vote: Motion carried.

**Treasurer's Report:**

- Laura VanProyen reported estimated IMRF rates for employers had just been released for FY2022 indicating the Commission's rate would likely drop from the current 6.02% to 4.29%.

**Approval for Payment of Invoices:**

- Commissioners received a list of payable items for approval totaling \$89,084.25.
- The bill for the Treasurer's Bond renewal through AJ Gallagher had not yet been received. It would be due on or before May 1, 2021 for the period ending May 1, 2022 and was estimated to be \$2,250.00, the same as last year.
- There was also a list of utility payments totaling \$747.38 which had been paid prior to the meeting date to meet payment deadlines.

MOTION by Roth, second by Johnson to approve payment of all invoices totaling \$89,084.25 as listed.

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

MOTION by Roth, second by Johnson to approve payment of renewal of Treasurer's Bond through AJ Gallagher not to exceed \$2,250.00.

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

**Discuss and Approve Ordinance 21-02 Regarding New Service Tap Fee:**

MOTION by Johnson, second by Roth to approve Ordinance 21-02, an Ordinance Amending and Increasing New Service Tap Fees.

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

**Discuss and Approve Ordinance 21-03 Regarding Lease with Eighth and Vine LLC:**

MOTION by Roth, second by Johnson to approve Ordinance 21-03, an Ordinance Approving a Lease with Eighth and Vine LLC.

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

**Discuss and Approve Resolution 21-05 Regarding Agreement with Crawford Murphy & Tilly Inc:**

- There was discussion to clarify details of the agreement including the annual amount being set as not to exceed \$25,000 and that consulting would be at the request of Bivin as plant superintendent.

MOTION by Johnson, second by Roth to approve Resolution 21-05, a Resolution Approving an Agreement for Engineering Services with Crawford Murphy & Tilly, Inc.

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

**Old Business**

- Stephen Bivin and Kevin Canham said they preferred to keep the skidsteer rather than get a backhoe at this time considering things such as the cost of a backhoe and the issue of insuring it.
- Bastert Implements offered attachments at cost with the purchase of the tractor/mower.
- Bivin would get final pricing to Attorney Segatto to prepare Resolution 21-06 for approval at the May meeting.

- Commissioner Johnson asked for an update regarding the broken field tile.
- Bivin reported he had asked for repair pricing and had not yet reached Mr. Neuman.
  
- Commissioner Johnson inquired regarding the status of the website upgrade.
- Bivin stated it would take about two months, or until late May, to write the new program. Then it would come to the Commission for review.

**New Business:**

- Clerk VanProyen reported the business office computer was about eight years old and had only 4GB RAM which was no longer keeping up with newer program requirements. She requested approval to have Avrom Systems get a refurbished HP with 16GB Ram and 250 GB solid state hard drive at an estimated cost of \$400.00 along with their help to set it up and migrate data from the current machine.

MOTION by Roth, second by Johnson to authorize purchase of a refurbished replacement for the business office computer through Avrom Systems including set up and related conversion assistance in an amount not to exceed \$1,000.

Roll call vote: Johnson -- yes Roth -- yes

Motion carried.

**Adjournment:**

- The next regular meeting of the South Sangamon Water Commission will be held Monday, May 17, 2021 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 6:25 p.m.

Respectfully submitted,

  
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Laura VanProyen, Clerk