

South Sangamon Water Commission
Minutes of the Rescheduled Meeting of the Board of Commissioners
May 25, 2021
Water Plant, 9199 Buckhart Road, Rochester IL

Commissioners:

Present: Cindy Morris, Dave Johnson, Jim Roth

Absent: none

Quorum: yes

Others Present:

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

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 April, 2021, written report.

Chloramine Conversion Status Update:

- Bivin reported they had run two mock startups and were now ready to send notification to customers in preparation for the switch-over.

- He presented a draft letter of notification. Commissioner Morris offered to proof and edit the draft and return it to him for sending.

MOTION by Roth, second by Johnson to approve the notification letter, as edited, to be sent to customers and added to our website as soon as possible.

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

Motion carried.

Discussion and Approval of Leak Adjustment Policy:

- Attorney Segatto had prepared a draft Leak Adjustment Policy for review and discussion. In order to allow all commissioners time to review it in detail, discussion and approval were tabled until the June regular meeting.

Discussion and Approval of Resolution Regarding Tractor/Mower Purchase:

- Attorney Segatto had prepared Resolution 21-06 with all details finalized for the purchase of a tractor and attachments at a cost of \$36,000.00, as discussed in previous meetings, from Bastert Farm Equipment.

- This would be paid from CRP bank account funds.

MOTION by Johnson, second by Roth to approve Resolution 21-06, a Resolution Approving and Accepting Bastert Farm Equipment, Inc. Quote for a Branson 4820CH Tractor and Accessories.

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

Motion carried.

Engineering Report:**New Berlin Meter Relocation Project:**

- Max Middendorf presented Payment Application #3 from Petersburg Plumbing and Excavating in the amount \$5,453.10 which included 10% retainage. The amount due was included in the list of bills to be approved following the treasurer's report.
- New Berlin was to act on final approval of the easement at their June meeting.
- MECO's surveyor would get signed and sealed copies of the plat.

Chatham Emergency Connection Project:

- Headen had plans and permits ready to go on the project whenever materials become available.

Public Comments:

- Bill Brown stated he attended the recent Chatham board meeting and let them know the proposed timing for notification to customers regarding the chloramine conversion. When they get our letter, they will pass it along to their retail customers or prepare their own form of it for distribution within the village.

Approval of Minutes:

MOTION by Johnson, second by Roth to approve the minutes of the April 19, 2021, public hearing as presented.

Voice vote: Motion carried.

- The Clerk reported an edit to page two of the regular meeting minutes regarding the name of Resolution 21-07.

MOTION by Roth, second by Johnson to approve the minutes of the April 19, 2021, regular meeting as edited.

Voice vote: Motion carried.

Treasurer's Report:

- All commissioners had received unaudited financial reports for April 30, 2021, for their review. There were no questions.
- Annual payment #3 of 5 on the Hickory Point loan would be made in person at the bank within the week.
- The audit was scheduled to begin June 14.

Discussion and Approval of Brenntag Mid-South Electronic Funds Transfer Authorization:

- Laura VanProyen explained that Brenntag Mid-South, our rock salt supplier, offers timely payment discounts on their invoices. Often, due to timing of their invoices as related to board meeting dates, it had not always been easily possible to meet their payment schedule when paying by check. They were now offering an ACH payment option which would allow payments to be processed as needed without writing checks and gathering signatures between meetings.

MOTION by Johnson, second by Morris to authorize the treasurer to apply for the Electronic Funds Transfer Authorization offered by Brenntag Mid-South, as long as payment dates and amounts were clearly communicated prior to payment.

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

Motion carried.

Discussion and Approval of an Ordinance Establishing a Surplus Fund

- Segatto explained this fund was part of the bank account structure required within the master bond ordinance and was recommended to be implemented by bond counsel at the time of the recent bond refinancing. Until this time, there had never been a need for this fund.
- VanProyen said the fund would be at Warren-Boynton State Bank and that it would have the same signers and signature requirements as all the other commission accounts there.

MOTION by Johnson, second by Morris to approve Ordinance 21-04, an Ordinance Authorizing Establishment of a Surplus Account with the Depository for Commission Funds

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

Motion carried.

Approval for Payment of Invoices:

- Commissioners received a list of payable items for approval totaling \$60,725.47.
- There was also a list of utility and Visa payments totaling \$2,611.88 which had been paid prior to the meeting date to meet payment deadlines.

MOTION by Johnson, second by Roth to approve payment of all invoices totaling \$60,725.47 as listed.

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

Motion carried.

Old Business

- Commissioner Morris asked regarding status on the change of SCADA vendors.
- Bivin explained that the new vendor was getting to know our system and still had some things to do. Response time had improved greatly.

- Commissioner Johnson asked regarding status on the new business office computer. VanProyen reported it was installed and working well. The invoice had not yet been received for it.

New Business:

- Bill Brown stated the agreement between CWLP and Chatham had been extended for 90 days regarding supplying water to Chatham during an extended outage.
- Work on details of a proposed agreement between CWLP and SSWC which would then allow the commission to provide that water to retail customers and New Berlin in addition to Chatham, had continued. Once the engineers had the details together, it would be forwarded to Attorney Segatto and then on for all necessary approvals.
- Commissioner Roth said once the new agreement was in place we would be more ready for potential new customer growth.

- Headen brought to the commission New Berlin's concerns regarding recent discussions at Chatham committee meetings regarding them seeking a new water source.
- Brown said to give it another month, start feeding chloramines and see what happens after that.

Adjournment:

- The next regular meeting of the South Sangamon Water Commission will be held Monday, June 21, 2021 at 5:30 p.m. at the water plant, 9199 Buckhart Road, Rochester, Illinois.
- Attendees who had been fully vaccinated for COVID-19 would no longer be required to wear face coverings beginning with the June meeting.

MOTION by Johnson, second by Morris to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 6:25 p.m.

Respectfully submitted,



Laura VanProyen, Clerk