

South Sangamon Water Commission  
Minutes of the Regular Meeting of the Board of Commissioners  
December 20, 2021  
Water Plant, 9199 Buckhart Road, Rochester IL

**Commissioners:**

Present: Cindy Morris, Jim Roth, Dave Johnson

Absent: none

Quorum: yes

**Others Present:**

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

**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 highlights of the November, 2021, report.

**King Plumbing Invoice:**

- Bivin notified commissioners regarding a recent invoice for additional tap materials at 12381 Old Route 54. This invoice was due to a change in size for the saddle; this cost would be charged to the customer at this point as the tap application process was completed in March, 2021, so we are not paying the invoice.

**Motor and Pump Maintenance:**

- Bearings in the 60 HP Toshiba pump motors were going out after about ten years. One was recently repaired; two more need attention at an estimated \$6,000 each. This could increase if they find additional repair needs when they take them apart.
- One low-solids pump also needed repairs; there was no cost estimate for it yet.
- Commissioners agreed these repairs needed to be completed.

**Well Cleaning:**

- Three wells were cleaned during summer, 2021. Bivin asked for authority to move ahead with another three wells as weather and scheduling allow.
- Commissioners agreed.

**Well Flow Meters:**

- Five well meters were not getting readings. The vendor said it would be better to replace them than to repair them.
- Chairman Roth said we need to look into this and get them replaced soon.

**Liquid Engineering:**

- Bivin was contacted by Liquid Engineering, who inspected our tanks about five years ago. They usually do this about every three years, and had called to see if we wanted them to come back at a total cost of \$3,500 - \$3,600.
- Commissioners agreed.
- Max Middendorf recalled there had been an issue with the backwash when draining the tanks previously and they would need to be careful not to get the backwash on the neighboring property.

**Engineering Report:****Bids for Installation of Replacement Membranes:**

- Randy Segatto reviewed the bid package for installation of replacement membranes saying it looked good.
- Middendorf would send out three packages and was authorized to receive the bids which were due January 10, 2022. He would present them at the January regular meeting.

**Agreement with Chatham for Interconnection:**

- Chairman Roth reported the things had moved forward updating the agreement between Chatham and CWLP. There is a little more to be done before that agreement will be sent to us and the Village of Chatham.
- Then we can work out our agreement with Chatham regarding the emergency interconnection project.

**Public Comments:**

- There were no public comments.

**Approval of Minutes:**

MOTION by Morris, second by Johnson to approve the minutes of the November 15, 2021, regular meeting as written.

Voice vote: Motion carried.

**Treasurer's Report:**

- Unaudited, draft financial reports for fiscal year 2022 to date, through November 30, 2021, had been distributed to all Commissioners for their information. There were no questions or discussion.
- Laura VanProyen reported the bond payment due January 1, 2022, would be wire transferred later in the week.
- Moody's Investor Services had scheduled a conference call for January 13 at 10:00 a.m.
- A list of questions for the discussion would arrive by email about a week ahead of the call. VanProyen would send that information to all commissioners and Attorney Segatto for their input and to determine who should join the call.
- VanProyen asked for authorization to upgrade the business office QuickBooks to version 2022, when the next discount promotion becomes available.
- Commissioners agreed.

**Approval for Payment of Invoices:**

- Commissioners received a list of payable items for approval totaling \$168,007.56 which included \$97,118.00 due to WesTech for replacement membranes which were approved for purchase by Resolution 21-09. There was also a report showing \$1,364.25 which had been prepaid since the November regular meeting for utility and credit card bills to.

MOTION by Roth, second by Morris to approve payment of all invoices as listed.

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

**Discuss Rates and Budget Projections for Fiscal Year 2023:**

- Chairman Roth and Stephen Bivin had not yet met regarding upcoming Capital Improvement Project needs; this discussion was tabled until the December regular meeting.

**Discuss and Approve Resolution 21-10 Abating Annual Real Estate Tax for 2021:**

- Attorney Segatto explained this was the annual abatement required by the bond ordinance.

MOTION by Johnson, second by Morris to approve Resolution 21-10, a resolution abating the direct annual real estate tax in the amount of \$2,050,000.00 for the year 2021 levied pursuant to ordinance 2020-05.

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

**Approve Resolution 21-11 Establishing Regular Meeting Dates for 2022:**

- This resolution was prepared using the dates discussed at the November regular meeting.

MOTION by Roth, second by Morris to approve Resolution 21-11, a resolution establishing regular meeting dates for 2022.

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

**Discuss Rates and Budget Projections:**

- Chairman Roth distributed a newly updated Capital Improvement Plan for FY2022 through FY2028 from his recent meeting with Bivin. It included addition of a second retention tank and future addition of a new well and/or possible pumping from the gravel pit.

- The recently passed infrastructure bill would possibly have low interest loan funds available for water projects. Roth would look into more detail on this.

- Bivin had been notified by some of our chemical vendors that pricing would soon be increasing as much as 100%.

- With all this information, commissioners agreed this was not a good time to consider rate reductions. This item should remain on the agenda over the next months as we continue to watch and plan for budget needs.

**Old Business:****Discuss audit firm for FY2022:**

- There was some discussion about whether we should look into a new audit firm since we had been with the same one for over ten years.

- To allow plenty of time for research and discussion, commissioners agreed to stay with the same firm for FY2022 and then decide.

- Bivin reported the tractor/mower was due to be delivered in January or February.

- Jamie Headen stated New Berlin was happy with the new SCADA communications at their tower.

- Bivin asked Commissioner Morris to get us a key to the New Berlin tower so we could get in to read and check the equipment there.

**New Business:**

- There was no new business.

**Adjournment:**

- The next regular meeting of the South Sangamon Water Commission will be held Tuesday, January 18, 2022, 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 6:28 p.m.

Respectfully submitted,

  
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Laura VanProyen, Clerk