

South Sangamon Water Commission  
Minutes of the Regular Meeting of the Board of Commissioners  
February 22, 2022  
Water Plant, 9199 Buckhart Road, Rochester IL

**Commissioners:**

Present: Dave Johnson, Cindy Morris, Jim Roth

Absent: none

Quorum: yes

**Others Present:**

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

**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 January 2022 report.
- Received NPDES permit pre-approval; final approval to come after 30-day publication period
- Discussion regarding water quality inquiries from Chatham and New Berlin; discussion and follow-up would continue
- Filter train modules were ready; filter rack was going to powder-coating; manifolds were expected to ship by March 1, if IO cards are available

**Engineering Report:**

- Jamie Headen was working to coordinate everyone on controls portion of emergency valve vault; some things on Chatham side of the system still needed to be worked out with SCADAware

**Public Comments:**

- There were no public comments.

**Approval of Minutes:**

MOTION by Morris, second by Roth to approve the minutes of the January 18, 2022, regular meeting.

Voice vote: Motion carried.

**Treasurer's Report:**

- Attorney Segatto reported Moody's final rating moved us from Baa1 to A3 with a stable outlook.
- Laura VanProyen reported the insurance agent recommended increasing CyberSecurity limits with the May 1, 2022 insurance renewal at an estimated additional cost of \$3,000 to \$5,000.
- Commissioner Johnson asked what we had in place in our current system. Bivin stated we had a SonicWall and VPN in place with passwords throughout.
- Commissioners agreed to request quotes for extended coverage with \$10,000, \$7,500 and \$5,000 deductibles if possible.

- Discussion regarding auditors for FY2024 was tabled until a later meeting.
- Bivin and VanProyen had drafted a beginning budget outline which was distributed to commissioners for review prior to discussion at the March regular meeting.
- Commissioners received January 31, 2022, financial reports and related information. There was no discussion.

#### **Approval for Payment of Invoices:**

- Commissioners received a list of payable items for approval totaling \$90,960.62.

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

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

#### **Approval of Resolution 22-01:**

- Max Middendorf reported Henson Robinson bid \$38,208.00 for demolition, installation of replacement filter train and interconnection piping.

MOTION by Roth, second by Johnson to approve Henson Robinson's bid in the amount of \$38,208.00 for installation and related work as stated.

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

#### **Old Business:**

##### **Update on Agreement regarding Emergency Connection:**

- Commissioner Roth reported he spoke with Pat McCarthy from Chatham. They had a Resolution coming before their board at their meeting February, 22.
- Details regarding Chatham's ability to provide water to New Berlin in an emergency still needed to be resolved between CWLP and Chatham.

##### **Retail Payments and Collections Policies:**

- VanProyen explained Ordinance 12-10 currently covers retail billing, collections and disconnection policies. This would need to be changed or replaced to implement the new ideas as discussed at previous meetings. She recommended she meet with Bivin to draft a monthly schedule based on the new meters, their readings and proposed collection procedures for review and approval at a future meeting; commissioners agreed.
- Because the business office does not keep regular hours each week, Segatto offered to have door hangers use his office address for Monday to Friday (except holidays) hours of 8:30 to 4:00 for dropping off payments.

- Commissioner Morris reported there was some misunderstanding by New Berlin regarding the email recently sent to local fire chiefs. Bivin would send written clarification and perhaps attend an upcoming fire meeting to further discuss it directly with the New Berlin fire chief.

#### **New Business:**

- There was no new business.

**Adjournment:**

- The next regular meeting of the South Sangamon Water Commission will be held Monday, March 21, 2022, at 5:30 p.m. at the water plant, 9199 Buckhart Road, Rochester, Illinois.

MOTION by Roth, second by Johnson to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 6:30 p.m.

Respectfully submitted,

  
Laura VanProyen, Clerk