

South Sangamon Water Commission  
Minutes of the Regular Meeting of the Board of Commissioners  
May 16, 2022  
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), 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 discussed the April, 2022 report.

- There was some discussion regarding what might be causing recent areas of dark water in New Berlin and Chatham.

Action plan: Drop chlorine level leaving the plant. Villages to notify Bivin for sampling of any problem areas.

Nitrification action plan includes: Free-chlorine flushing this fall.

**Engineering Report:**

- Max Middendorf reported Filter train #2 upgrade was underway.

- WesTech technician planned to be on sight May 23. Electrician had been out.

- Bivin had been communicating with Chatham almost daily.

**Chatham Agreement:**

- Jamie Headen reported he had been working with Attorney Segatto regarding ingress/egress for the easement.

- Segatto pointed out the agreement approved by Chatham was for only five (5) years and does not include language regarding ingress/egress; it could be added as an addendum. He would email their attorney regarding this and suggested calling a meeting of the engineers and attorneys to make sure everyone is on the same page.

- Commissioner Roth stated we would want to get the project started as soon as possible.

- Middendorf said he had contacted EPA about possible discussions regarding discharge options; they had not yet gotten back to him.

**Public Comments:**

- There were no public comments.

### **Approval of Minutes:**

MOTION by Johnson, second by Roth to approve the minutes of the April 18, 2022, public meeting as presented.

Voice vote: Motion carried.

MOTION by Morris, second by Johnson to approve the minutes of the April 18, 2022, regular meeting as presented.

Voice vote: Motion carried.

### **Treasurer's Report:**

- Laura VanProyen said she was continuing to work on April 30 financial report details in preparation for the upcoming audit, which had not been scheduled yet.
- Commissioners reviewed a list of current bank balances along with FY2023 budget and other possible cash needs. The fourth annual payment on the Hickory Point Bank loan would be made June 1. There was enough cash surplus at this time to consider prepayment of any or all of the remaining principal balance due at that same time and still move \$300,000 into the Surplus Account.

MOTION by Roth, second by Morris to pay off the remaining principal balance of the loan at Hickory Point Bank loan along with interest to date on June 1, 2022.

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 \$220,815.99 which included the final payment to WesTech for the filter train upgrade
- VanProyen asked Segatto about payment of real estate taxes on property that may no longer be taxable. He was looking into that status and recommended payment in the meantime.
- Bivin reported he spoke with Crawford, Murphy & Tilley regarding the amount discussed at the April meeting; they would look into it and get back to him with a revised invoice.

MOTION by Johnson, second by Roth to approve payment of all listed invoices, except the \$1,468.75 to Crawford, Murphy & Tilley still waiting for clarification, totaling a revised amount of \$219,347.24.

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

### **Old Business:**

- Commissioners received updated valuation recommendations from Middendorf for insurance purposes. They agreed we should have these values reviewed every two to three years.
- VanProyen would send these values to Ryan at AJ Gallagher and ask him to quote various deductible options.

- VanProyen reported she and Bivin had drafted proposed revisions to the retail billing, collection and disconnection ordinance (12-10).
- After discussion, the revisions were given to Attorney Segatto to draft a new/amended ordinance to email to commissioners for further discussion and possible approval at the June meeting.
- Bivin would install a secure drop box outside the water plant to allow customers to drop payments at any day and time.
  
- Bivin mentioned we do not currently have a separate policy for commercial customers with meters larger than 1”.
- He would research details for further discussion in the future.

**New Business:**

- There was no new business.

**Adjournment:**

- The next regular meeting of the South Sangamon Water Commission would be held Monday, June 20, 2022, at 5:30 p.m. at the water plant, 9199 Buckhart Road, Rochester, Illinois.

MOTION by Morris, 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