

South Sangamon Water Commission
Minutes of the Regular Meeting of the Board of Commissioners
June 20, 2022
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), Randy Segatto (Barber, Segatto et al), Max Middendorf (MECO Engineering)

Proceedings:

- The meeting was called to order at 5:33 p.m. by chairman Jim Roth and roll was taken.

Operating Report:

Well Issues:

- Stephen Bivin distributed and discussed the May, 2022 written report.
- Bivin was consulting with Max Middendorf regarding subsidence and decreased capacity at well #4 since last cleaning/treatment. They would continue to research options to repair or redrill this well for further discussion at a future meeting.

Chatham Water Quality:

- Following continued reports of brown water from Chatham, Bivin scheduled a meeting with Dustin Patterson from the village for June 21, 2022, to look for solutions.
- Bivin, Chatham personnel and Jamie Headen would install a turbidimeter at the new emergency connection location following completion of that project to graph turbidity/manganese and set alarm/alert levels.

Engineering Report:

- Max Middendorf reported Filter train #2 is up and running following its upgrade; train #3 was set up with newer filters.

Public Comments:

- There were no public comments.

Approval of Minutes:

MOTION by Johnson, second by Roth to approve the minutes of the May 16, 2022, regular meeting as presented.

Voice vote: Motion carried.

Treasurer's Report:

- Commissioners had received draft financial reports for May, 2022; there were no questions or discussion.
- Laura VanProyen stated Adam Withee was on sight to gather information for the FY 2022 audit on July 6 and 7. He estimates the audit will be presented at the July or August, 2022 regular meeting.

Accounts Receivable Reserve:

- The auditor recommended establishing a reserve account for uncollectible receivables. Commissioners agreed to open this new account with \$15,000 based on current receivable balances and activity.

Commercial Insurance Revised Values Quote:

- VanProyen reported the quote for amending FY 2022 insurance using values recommended by Middendorf was \$4,896 additional premium for the year.
- Commissioners agreed we should request quotes for the FY 2023 renewal with various increased deductibles to consider.

MOTION by Roth, second by Johnson to authorize Treasurer VanProyen to complete the processing of this endorsement through AJ Gallagher as quoted.

Roll call vote: Johnson – yes Roth – yes

Motion carried.

Public Officials Liability Renewal:

- VanProyen had received Notice of Renewal for Public Officials Liability insurance for the period August 3, 2022 through August 3, 2023 at an estimated cost of \$2,694. This was slightly less than 2021/2022 expense.
- Commissioners agreed we should look into limits associated with this policy during next year's renewal process.

MOTION by Roth, second by Johnson to authorize Treasurer VanProyen to complete the renewal process for the Public Officials Liability coverage through AJ Gallagher as quoted.

Roll call vote: Johnson – yes Roth – yes

Motion carried.

Approval for Payment of Invoices:

- Commissioners received a list of payable items for approval totaling \$66,359.10 along with a list of prepaid utility and chemical invoices totaling \$10,065.35.
- Bivin stated he had not yet heard back from Crawford, Murphy & Tilly regarding the questioned invoice in the amount of \$1,468.75.

MOTION by Roth, second by Johnson to approve payment of all listed invoices, except the \$1,468.75 to Crawford, Murphy & Tilley still waiting for clarification, totaling a revised amount to be paid of \$64,890.35.

Roll call vote: Johnson – yes Roth – yes

Motion carried.

Discuss and Approve Ordinance 22-02:

- Attorney Segatto prepared an ordinance which would replace Ordinance 12-10 regarding billing, collection and disconnection policies for retail customers. These changes came from recommendations by Bivin and VanProyen followed by discussion at regular meetings over the last couple of months. The main purpose of the changes was to streamline the disconnection process.

- Bivin stated he ordered a secure drop box which would be installed outside the water plant to allow customers 24-hour access to make their payments in person.

MOTION by Johnson, second by Roth to approve Ordinance 22-02, an ordinance amending billing, collection and disconnection policies and procedures for retail customers of the South Sangamon Water Commission.

Roll call vote: Johnson – yes Roth – yes

Motion carried.

Old Business:

- Segatto and Headen were working with Bill Brown and Village of Chatham to complete the easement for the emergency connection project.

New Business:

- Chairman Roth reported the recent purchase of the fuel tanks caused the auditors to ask whether any policies or monitoring had been discussed or implemented to avoid theft or misuse of fuel use.

- Bivin stated the tanks had not yet arrived and were estimated to arrive in mid-July.

- The shut off would be inside the building, the tanks would be installed inside the fence and in sight of camera(s), and there would be a log for recording all fuel usage.

Adjournment:

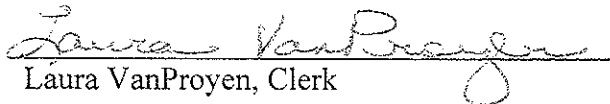
- The next regular meeting of the South Sangamon Water Commission would be held Monday, July 18, 2022, at 5:30 p.m. at the water plant, 9199 Buckhart Road, Rochester, Illinois.

MOTION by Johnson, second by Roth to adjourn.

Voice vote: Motion carried.

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

Respectfully submitted,


Laura VanProyen, Clerk