

South Sangamon Water Commission  
Minutes of the Regular Meeting of the Board of Commissioners  
July 18, 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)  
Adam Withee (Zumbahlen, Eyth, Surratt, Foote & Flynn) by phone

**Proceedings:**

- The meeting was called to order at 5:55 p.m. by chairman Jim Roth and roll was taken.

**Audit Report:**

- Commissioners received copies of the recently completed audit report for fiscal year 2022. Adam Withee joined the meeting on speaker phone to explain and discuss the report.

**Operating Report:**

- Stephen Bivin distributed and reviewed highlights of the June, 2022, written report.  
- Joe Lee had been to the plant regarding the effluent pump. He suggested getting two (2) new pumps for redundancy. Bivin will be in contact with him to research options and pricing.

**Well Repairs:**

- Some wells had been running at lower capacity. Static well level indicators should be installed as part of the next cleaning and maintenance on each well.  
- Bivin shared a quote from Layne to replace the pump/motor on well #7

MOTION by Roth, second by Johnson to approve the quote from Layne to replace the pump/motor on well #7 at a cost of \$14,135.00 plus the addition of a static level indicator.

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

Motion carried.

- Bivin relayed a recommendation from Dan (SCADAware), who had been at the plant recently working on the system. He said the logic controller/com cards currently in use were obsolete and only being sold by one vendor. Bivin is working with Dan to research options for future replacement.

- The first regular (second Monday) monthly meeting of water personnel from SSWC and the villages was held July 11 with people from SSWC and Chatham present. Chairman Roth thought it went well and believed this would improve communication and offer a forum for working together on issues like water quality and system needs for the future.

- Commissioner Johnson asked if we continued to receive water quality complaints. There had been some in New Berlin. Bivin and the village water departments continued to work on this and were trying to coordinate a systematic tank cleaning and main flushing of the entire system.

- Bivin and Middendorf continued to look into possible repairs or replacement of well #4.

- Plant personnel were given a key to the New Berlin tower in order to access and monitor various meter readings. Commissioner Morris relayed a request that Garrett be notified before anyone entered the tower.

Attorney Segatto left the meeting to get to another commitment.

**Engineering Report:**

- Max Middendorf stated Henson Robinson had completed their work on filter train installation and agreed their invoice could be paid in full.

- Jamie Headen reported Chatham agreed to putting the turbidimeter in their pump house.

- He asked who would own the meter. Roth and Bivin understood SSWC would own it and maintain it. It would be at the end of our system and we would need access to it. It just needs to be inside to make it weatherproof. would need access to it and would maintain it. It must be inside to make it weatherproof. It would send information to both the water plant and to Chatham.

- Bivin would work with Dustin at Chatham to work out access.

- Headen continued to work with all parties on the easement.

- He suggested adding a hydrant to the project that would be used for flushing and would have no meter. Roth asked him to bring this suggestion to the next second-Monday working meeting.

**Public Comments:**

- There were no public comments.

**Approval of Minutes:**

MOTION by Johnson, second by Roth to approve the minutes of the June 20, 2022, regular meeting as presented.

Voice vote: Motion carried.

**Treasurer's Report:**

- Treasurer VanProyen had emailed draft financial reports for June, 2022, to the Commissioners; there were no questions or discussion.

**Approval for Payment of Invoices:**

- Commissioners received a list of payable items for approval totaling \$119,879.08 along with a list of prepaid chemical and ACH invoices totaling \$10,415.02.

- The invoice from Crawford, Murphy & Tilly in the amount of \$1,468.75 being held for receipt of a more detailed copy, was removed from the list for now and would be added again when the revised copy was received.

MOTION by Johnson, second by Roth to approve payment of all listed invoices, totaling \$118,410.33 after removing the Crawford, Murphy & Tilly invoice.

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

Motion carried.

**Old Business:**

- Commissioner Morris asked about status of the secure drop box and door hangers for implementation of the new collections policies. Bivin stated the parts were on site for the drop

box which would be installed very soon. VanProyen said the door hanger draft had been approved and was ready to be sent for printing.

- Morris reported she had heard from someone who had contacted the plant asking about getting a water tap, and who said she was told we could not provide her with water. Bivin explained the potential customer's property was not immediately adjacent to our transmission main; we cannot run connections across someone else's property to provide water service.

**New Business:**

- There was no new business.

**Adjournment:**

- The next regular meeting of the South Sangamon Water Commission would be held Monday, August 15, 2022, at 5:30 p.m. at the water plant, 9199 Buckhart Road, Rochester, Illinois.

MOTION by Morris, second by Johnson to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 7:05 p.m.

Respectfully submitted,

  
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Laura VanProyen, Clerk