

South Sangamon Water Commission  
Minutes of the Regular Meeting of the Board of Commissioners  
March 20, 2023  
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); 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 presented the February, 2023, written report.

- Bivin had a general conversation with Joe Hogan from Otter Lake Water Commission about a potential future interconnection with them. Hogan indicated they would be open to discussing possible options.

- Commissioner Roth reported there was a monthly meeting with Chatham that morning. There were concerns raised about the status of existing wells/capacity for providing sufficient water for the summer months.

- So that everyone could better track this for future planning, Bivin would begin including well production details in the monthly Operating Report.

**Engineering Report:**

- Max Middendorf stated Brotcke was to begin gathering geo data very soon so a plan can be put together for submission to EPA for permits as soon as possible.

- Jamie Headen said SCADA shop drawings had been delivered to Stephen.

- Village of Chatham was adding an emergency generator at the pump station. A change order for the project would be coming in the amount of approximately \$10,000 to tie into that backup.

**Public Comments:**

- There were no public comments.

**Approval of Minutes:**

MOTION by Morris, second by Johnson to approve the minutes of the February, 2023, regular meeting as presented.

Voice vote: Motion carried.

### **Approval of Resolution Regarding Office Rent:**

MOTION by Morris, second by Roth to approve Resolution 23-04, a resolution approving lease with Eighth and Vine, LLC

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

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

- Commissioners had received draft financial reports for February 28, 2023 by email.
- Laura VanProyen stated insurance renewals were in process and would be approved at the April meeting.

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

- Commissioners received and reviewed a list of payable items for approval totaling \$76,066.73.

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

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

### **Review and Discussion of FY2024 Budget:**

- Commissioners agreed the draft budget as presented was ready for publication in preparation for public hearing and approval at the next meeting.
- Commissioners set April 17, 2023 at 5:25 at the water plant for a public hearing regarding the budget/appropriation ordinance to be immediately followed by the April regular meeting.

### **Old Business:**

- Commissioner Johnson asked about the status of the gas tanks. Bivin said he was waiting for security camera installation before ordering fuel for the tanks.

### **New Business:**

- Randy Segatto suggested a review and update of the employee handbook to bring the paid time off section in line with new state requirements. Commissioners authorized him to look into this and prepare necessary changes for future approval.

### **Adjournment:**

- The next regular meeting of the South Sangamon Water Commission would be held Monday, April 17, 2023, at the water plant, 9199 Buckhart Road, Rochester, Illinois immediately following the public hearing.

MOTION by Morris, second by Johnson to adjourn.

Voice vote: Motion carried.

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

Respectfully submitted,

  
Laura VanProyen, Clerk