

South Sangamon Water Commission  
Minutes of the Regular Meeting of the Board of Commissioners  
May 15, 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); 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 distributed and reviewed the April, 2023, written report.  
- As the new retail meters were being replaced, plant staff found not all the existing meters were 1" as expected. Bivin was working with Midwest Meter regarding trading some for other sizes.

**Engineering Report:**

- Max Middendorf reported bore log results were just received from Brotcke. Test holes 5 and 6, near wells 7 and 8, appeared to be best. They would continue to analyze the report and summarize results to email to commissioners.

- Jamie Headen was not present, but sent an update by email to all commissioners. Due to time currently required to get the valves needed, the start date for the project was delayed. Bivin would communicate this to Chatham.

**Public Comments:**

- There were no public comments.

**Approval of Minutes:**

MOTION by Johnson, second by Roth to approve the minutes of the April 17, 2023, public hearing as presented.

Voice vote: Motion carried.

MOTION by Johnson, second by Morris to approve the minutes of the April 17, 2023, regular meeting as presented.

Voice vote: Motion carried.

**Treasurer's Report:**

- Commissioners received preliminary draft financial reports for April 30, 2023.  
- Audit dates had not yet been scheduled.

**Approval for Payment of Invoices:**

- Commissioners received and reviewed a list of payable items totaling \$100,595.34.

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

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

**Discussion and Approval of a Contract with Mike Southworth:**

- Chairman Roth summarized April's discussion regarding Chatham's request for a one-year wholesale rate reduction.
- There was discussion, which included questions about impact on our ability to take care of deferred maintenance and capital improvement projects, and how it might affect bond ratings and covenants.
- Attorney Segatto presented an ordinance which would approve a contract with Mike Southworth to review this request in light of our bond covenants and advise what would be possible at the June meeting.

MOTION by Roth, second by Morris to approve Ordinance 23-02, an ordinance approving a contract with Mike Southworth.

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

**Old Business:**

- Commissioner Johnson asked about the status of the security cameras. Bivin reported cameras were ordered and should arrive soon. Once they were installed, the fuel vendor would be ready to fill the tanks.
- Segatto had reviewed the employee manual. We should change the language to "leave" rather than "sick leave" to comply with recent changes in Illinois law.

MOTION by Roth, second by Johnson to have Attorney Segatto amend the current employee handbook as discussed.

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

**New Business:**

- There was no new business.

**Adjournment:**

- The next regular meeting of the South Sangamon Water Commission would be held Monday, June 19, 2023, at the water plant, 9199 Buckhart Road, Rochester, Illinois at 5:30 p.m.

MOTION by Morris, second by Johnson to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 6:32 p.m.

Respectfully submitted,

  
Laura VanProyen, Clerk