

South Sangamon Water Commission
Minutes of the Regular Meeting of the Board of Commissioners
March 16, 2026
Water Plant, 9199 Buckhart Road, Rochester IL

Commissioners:

Present: Jim Roth (Chairman), Dave Johnson

Absent: Cindy Morris

Quorum: Yes

Others Present:

Stephen Bivin and Autumn Tibbs (SSWC), Randy Segatto (Barber, Segatto, et. al.) and Max Middendorf (MECO Engineering).

Proceedings:

- The meeting was called to order at 5:30 p.m. by Chairman Jim Roth and roll was taken.

Approval of Ordinance 26-01:

- Commissioners discussed Ordinance 26-01 regarding budgeting and appropriating funds for all corporate purposes for the South Sangamon Water Commission, Illinois for the fiscal year commencing on the 1st day of May, 2026 and ending on the 30th day of April, 2027.

MOTION by Roth, seconded by Johnson approving the FY2027 budget.

Roll call vote: Morris – Absent Johnson – Yes Roth – Yes Motion carried.

Operating Report:

- Stephen Bivin gave report and discussed highlights of the February 2026 report. During the month of February, the plant pumped 39.917 million gallons from the well field and 32.677 million gallons of finished water. Sampling was within limits.

- Stephen reported that he received a call from SCADAware regarding the interconnect and the cell router (valve vault cell card). SCADAware has been covering the cost for the cell router. But, they would like for us to take over as of 1/1/26. Since it will cost us more if we let it remain as is with SCADAware, Stephen recommends we add a new line to our cell plan instead.

MOTION by Roth, seconded by Johnson to (1) have SCADAware discontinue the cell router (valve vault cell card) and covering the cost and (2) add a new line to our cell plan for the cell router (valve vault cell card) and we will cover the cost that way.

Roll call vote: Morris – Absent Johnson – Yes Roth – Yes Motion carried.

- Stephen reported on issues we're having with lagoon effluent pumps. We have two but one went down at the end of 2025. We can gravity-feed out of the lagoon. It has been working but its not ideal. Joe Lee (Lee Electric) thinks they are going out due to overamping. Joe Lee did provide an estimate of \$9,900 to replace one effluent pump (\$16,800 to replace two). Chairman Roth informed Stephen to have Lee Electric move forward with replacing two pumps and to provide us with a proposal.

- Stephen reported that he spoke to Dana at Brotcke regarding getting some more well cleanings done before fiscal year-end on 4/30/26. We do have a few wells that are underperforming and we still have money reserved and available in the FY2026 budget for some more well cleanings. Dana informed that Brotcke will not be able to get it done before 4/30/26. Stephen inquired about using Layne instead. Chairman Roth informed Stephen to have Layne provide us with a proposal. As long as their proposed amount falls in line with what we have available for well cleanings in the FY2026 budget, and they can do before 4/30/26, he can proceed with having Layne do.

MOTION by Roth, seconded by Johnson to allow Stephen Bivin to move forward with Layne performing well cleanings as long as the amount due fits in FY2026 budget and can be done prior to 4/30/26.

Roll call vote: Morris – Absent Johnson – Yes Roth – Yes Motion carried.

Engineering Reports:

- Max Middendorf reported that we've closed out Brotcke on Well #11.

- Max reported that he is still working on the NPDES permit change. Chairman Roth informed that he found a contact person (Allison Price with the Natural History Survey) that is a mussel field biologist. He will call her and give her Max's contact information. We're hoping that she might perform the mussel survey we need done.

Public Comments:

None.

Approval of Minutes:

MOTION by Johnson, seconded by Roth to approve the minutes of the February 17, 2026 regular meeting as presented.

Voice vote: Motion carried.

Treasurer's Report:

- Autumn Tibbs reported that February's financial report printouts were provided for review. We are in the positive with our revenue being more than expenses thus far this fiscal year.

- Autumn reported that the Village of New Berlin has not paid for December and January's water usage yet. Commissioner Morris spoke to them this morning and they emailed me this afternoon stating that they mailed the check on 3/13/26 to bring them current. And they are signing up for ACH also.

- Autumn gave an update regarding one of our retail customers (Carter) that moved without paying her balance due. Autumn did write Ms. Carter a letter on 1/22/26 advising her of the \$136.25 due. I informed her that if she paid before 2/28/26 that we would remove the \$25.00 late fee, bringing her balance due to \$111.25. I spoke to her on 2/23/26 and she informed that John Poffenberger is the landlord and that he had informed her that he would take care of the water bill as of July 2025. I spoke to Mr. Poffenberger that same day and explained the situation. He said he would pay. We received his \$111.25 payment on 3/4/26.

- Autumn provided an updated copy of the New Residential Customer Application with Attorney Segatto's recommended changes (landlord contact information and customer agrees to pay all fees if their account becomes delinquent). Commissioners discussed. Attorney Segatto recommended for any *new* retail customers that we know are renting, we send a letter to the landlord upon receiving the application. Said letter would let them know of the water service request from their tenant and in the event their tenant does not pay their water bill, we could place a lien on their property. This letter would serve as their notification only. The landlord would not have to sign/return anything to us.

MOTION by Roth, seconded by Johnson to approve the New Residential Customer Application with recommended changes.

Voice Vote: Motion carried.

Approval for Payment of Invoices:

- Autumn Tibbs reported that the vendor payable's printout was provided for review.

- Commissioners reviewed a list of payable items totaling \$67,523.44.

MOTION by Roth, seconded by Johnson to approve payment of all invoices as listed.

Roll call vote: Morris – Absent Johnson – Yes Roth - Yes Motion carried.

Approval for Prepayments:

- Autumn Tibbs reported that a list of prepayments made was provided for review.

- Commissioners reviewed a list of prepayments made 2/12/26 – 3/11/26 totaling \$528.46.

MOTION by Roth, seconded by Johnson to approve payment of all prepayments as listed.

Roll call vote: Morris – Absent Johnson – Yes Roth - Yes Motion carried.

Old Business:

- Autumn Tibbs gave an update regarding the insurance claim for the 7/8/25 lightning strike. All repairs have been done. All bills have been received and paid. We forwarded copies of all bills to the insurance adjuster. We received our \$53,604.39 reimbursement check last week and it has been deposited.
- Autumn gave an update regarding the building that the SSWC Business Office is located in. The building is still for sale; not sold yet. Our lease with the current landlord/owner is month-to-month. Commissioners asked Autumn to speak to the current landlord/owner and inquire if they'd consider renewing our lease for 12 months. They're not comfortable renewing for another 12 months. But, they will give us 90 days notice before we'd have to move. Autumn also reached out to the Chatham Chamber of Commerce and Connor Properties and inquired about office space (150-200 sq ft) for rent in Chatham. Connor Properties has an office space coming available soon but it is 600 sq ft and includes a store front. The Chamber did not know of any but suggested contacting Pat McCarthy (Chatham's Village Manager).
- Attorney Segatto had emailed the Consent Order legal document regarding the EPA violation (Allegation of Non-Compliance; Count I: Failure to provide reliable automatic control equipment to maintain minimum distribution system pressure) to all Commissioners for review and execution. Commissioners discussed. Chairman Roth signed and gave to Attorney Segatto to forward to Illinois Attorney General. They'll file with the Circuit Clerk and enter the order. The settlement amount (fine) is \$5,265.00 and is included in Consent Order. We'll need to cut them a check upon receiving information regarding who/where to send payment.
- Commissioners discussed the potential leasing of water rights from Builder's Sand and Gravel. Chairman Roth informed that the owners are not interested in selling the property or leasing the water rights at this time.

New Business:

- Autumn Tibbs informed that her and Stephen have been working with our insurance agent to renew our policies that expire 4/30/26. We have completed their questionnaires and are waiting on quotes. We will plan to have our agent make his presentation at next month's board meeting.

Adjournment:

- The next regular meeting of the South Sangamon Water Commission would be held Monday, April 20, 2026, at the water plant, 9199 Buckhart Road, Rochester, Illinois at 5:30 p.m.

MOTION by Johnson, seconded by Roth to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 6:15 p.m.

Respectfully submitted,



Autumn Tibbs, Clerk/Treasurer