

South Sangamon Water Commission
Minutes of the Regular Meeting of the Board of Commissioners
November 18, 2024
Water Plant, 9199 Buckhart Road, Rochester IL

Commissioners:

Present: Jim Roth, Cindy Morris, Dave Johnson

Absent: None

Quorum: yes

Others Present:

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

Proceedings:

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

Operating Report:

- Stephen Bivin gave report and discussed highlights of the October 2024 report. The total gallons pumped was 43.5 million gallons of water and almost 37 million in finished water.

- Stephen reported on a leak repair. Customer Poffenberger came in and reported a possible leak on Cardinal Hill Road. Pretty sure the customer is right. Stephen has not had anyone start the repairs yet because this could become a \$25,000 project and he wanted to discuss with the Commissioner's first. Discussion was had regarding As-Built plans and which company (Petersburg Plumbing or Steve Ray Plumbing) would be used.

- Stephen reported on the HSP #3 repair. He provided a quote from Bodine Electric for \$18,881.24 to rebuild (8 week turnaround) our high service pump #3 or \$22,865.88 to replace it (10-12 week turnaround). Commissioners agreed to have Bodine Electric replace (not rebuild) high service pump #3.

- Stephen reported on the EPA waiver. We turned in our source water protection plan. The EPA has 45 days to review and approve but they have already sent a letter requesting a waiver.

Engineering Reports:

- Max Middendorf gave report. He provided a Change Order #2 from Brotcke for Well #11 to add a vault and check valve for \$22,824.00 and discussed the advantages to doing so. This cost includes installation and materials. Max stated that this is a common solution and that he does recommend it.

Commissioners reviewed the Change Order #2.

MOTION by Roth, second by Morris to approve Change Order #2.

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

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 \$52,629.17.

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

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

Approval of Resolution #24-07:

- Commissioners discussed Resolution #24-07 regarding amending our paid vacation policy to include earning vacation time in all months of the year (and no longer excluding April and October) but at the same yearly rate/total.

MOTION by Morris, second by Roth to approve amending our paid vacation policy.

Voice vote: Motion carried.

Approval of Resolution #24-08:

- Commissioners discussed Resolution #24-08 regarding changing our pay period policy from semi-monthly to bi-weekly effective 1/25/25.

MOTION by Morris, second by Johnson to approve amending our pay period policy.

Voice vote: Motion carried.

Approval of Resolution #24-09:

- Commissioners discussed Resolution #24-09 regarding approving Autumn Tibbs to act as the Administrator of the Commission's Warren Boynton State Bank VISA accounts.

MOTION by Morris, second by Johnson to approve Autumn Tibbs to act as Administrator on VISA accounts.

Voice vote: Motion carried.

Old Business:

None

New Business:

- Randy Segatto reported on the need to abate 2024 real estate taxes. Randy will prepare the Resolution and send to Autumn.

- Autumn Tibbs discussed setting up the ability for customers to pay their bills online via our website. Currently, our customers can sign up for our auto-pay (ACH) option but they cannot pay online. There are some third party vendors, such as Court Money, that can provide this service for us (with a link on our website redirecting them to the third party vendor) while charging the customer the convenience fee and not us. Discussion was had regarding it being a considerable cost to have our website reconstructed to be more interactive to receive payments. Discussion was had regarding Venmo, Apple Pay and PayPal. Autumn will inquire at Warren Boynton Bank and report back next month.

- Randy Segatto reported on the need to change our Board Meeting dates in January and February 2025 due to holidays. January's meeting date would be Monday 1/20/25 but due to Martin Luther King Jr. Day, we will move to Tuesday 1/21/25. February's meeting date would be Monday 2/17/25 but due to President's Day, we will move to Tuesday 2/18/25. Randy will prepare a Resolution/Ordinance for all 2025 Board Meeting dates to be signed at next month's regular Board Meeting.

Executive Session:

None.

Adjournment:

- The next regular meeting of the South Sangamon Water Commission would be held Monday, December 16, 2024, at the water plant, 9199 Buckhart Road, Rochester, Illinois at 5:30 p.m.

MOTION by Johnson, second by Roth to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 6:21 p.m.

Respectfully submitted,


Autumn Tibbs, Clerk/Treasurer