

South Sangamon Water Commission
Minutes of the Regular Meeting of the Board of Commissioners
December 16, 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); and 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 gave report and discussed highlights of the November 2024 report. The total gallons pumped from the well field was almost 39 million gallons of water and almost 35 million in finished water.

- Stephen reported on the HSP #3 repair and provided a quote from GPM for an Aurora model for \$14,845.00 to replace. Last month, we discussed and approved a quote from Bodine Electric for \$22,865 to replace the same pump. This quote from GPM came in a few days later. And considering it was a significant savings, he went with GPM instead of Bodine.

- Stephen reported on the SCADAware renewal contract and provided a copy for Commissioners review. There are four different tiers to choose from. Last renewal, we went with the Silver contract. Since it is a 3-year contract, the rate is locked in for 3 years at \$195/mo (or \$2,340/yr).

Commissioners reviewed the SCADAware renewal contract.

MOTION by Morris, second by Johnson to approve Silver contract at \$2,340/yr.

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

- Stephen reported on the Hach renewal service contract and provided a copy for Commissioners review. The contract amount is \$14,578 but they are sending a new one because lines 3 and 6 are duplicated. Discussion was had regarding line 11 (turbidity sensor) and the possibility of doing without it and saving \$1,141.00. But, ultimately decided to keep. The contract amount of \$14,578 should drop due to lines 3 and 6 being duplicated.

Commissioners reviewed the Hach renewal service contract.

MOTION by Roth, second by Morris to approve contract not to exceed \$14,578.

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

- Stephen gave an update on the Cardinal Hill leak. They will be on-site tomorrow although we're not sure what they're getting into yet. Estimated cost thus far is \$7,400 for equipment plus any necessary parts.

Engineering Reports:

- Max Middendorf was unable to attend but did provide Pay Application #4, for the Well #11 project, for \$50,558.40.

Commissioners reviewed the Pay Application #4 at \$50,558.40.

MOTION by Roth, second by Morris to approve Pay Application #4.

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

- Jamie Headen did not attend but provided an email just prior to today's meeting with a subject line of "SSWC Emergency Valve Vault – Project Update – December 2024" however no discussion was had.

Public Comments:

- There were no public comments.

Approval of Minutes:

MOTION by Johnson, second by Roth to approve the minutes of the November 18, 2024 regular meeting as presented.

Voice vote: Motion carried.

Treasurer's Report:

- Autumn Tibbs reported that November's financial report printouts were provided for review. The total revenue numbers are a little off due to receiving meter readings from New Berlin a little late.

- Autumn reported on expense lines that are trending high.

- Autumn reported on the bond payment that is due 12/26/24. Commissioner Roth and Autumn will sign necessary documents at Warren Boynton on or before 12/20/24.

- Autumn reported on the EMMA report that was due 11/20/24. This report is in regards to our bonds and is due every November. Bernardi Securities along with Chapman & Cutler prepared this report for us and filed it before the 11/20/24 deadline.

- Autumn reported that our website and email were down the week of Thanksgiving. We were back up and running the Monday after Thanksgiving. Our vendor did not charge us for website services for November due to the interruption in service.

- Autumn gave an update on QuickBooks. We have had previous discussions regarding transitioning from QuickBooks Desktop version we're currently using to the QuickBooks Online version in February when our subscription renews. We have learned that we do have the option of staying with the Desktop version as they will continue to support current subscriptions. After discussion, it was decided to stay with the current Desktop version and renew our subscription in February 2025.

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 \$65,477.31.
- Commissioners discussed alternative options for brine hauling.

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

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

Approval of Resolution #24-10:

- Commissioners discussed Resolution #24-10 regarding Regular Board Meeting dates for 2025.

MOTION by Morris, second by Johnson to approve Regular Board Meeting dates for 2025.

Voice vote: Motion carried.

Approval of Resolution #24-11:

- Commissioners discussed Resolution #24-11 regarding abating 2024 real estate taxes.

MOTION by Morris, second by Johnson to approve abating 2024 real estate taxes.

Voice vote: Motion carried.

Old Business:

- Autumn Tibbs gave an update on setting up the ability for customers to pay bills online. The Illinois State Treasurer's Office has an E-Pay program that we could utilize for setting up this service. The 2.3% convenience fee would be passed on to the customer and would be at no cost to us. Included in this service is a free 1-800 phone number for customers to call and make a payment over the phone. We need to check with Microchip Computer Solutions (our website provider) to ensure there won't be an additional cost to us to include the link on our website. Discussion was had and decision was made to move forward with the E-Pay program through the Illinois State Treasurer's Office.

- Commissioner Roth asked to discuss the wholesale water rate reduction that just expired on November 1. He suggested we evaluate our (1) Capital Improvement needs and large maintenance needs, (2) revenue from water sales and (3) water rates every year in conjunction with our budget process. He would like to temporarily reduce the wholesale water rates back down (from \$9.28 to \$8.68) through 4/30/25. Commissioner Morris stated that she is against any such temporary rate reduction. Discussion was had regarding the 60-day notice that is required to reduce or increase rates and that any reduction would not be retro-active. If the four wholesale customers do not waive the 60-day notice, the soonest this rate reduction could go into effect would be 3/1/25. If they do waive the 60-day notice, this could go into effect 2/1/25. We cannot pass this today but could sign an Ordinance at January's Board Meeting. Autumn will reach out to the four wholesale customers regarding the 60-day notice and if they'll waive. Randy will draft Ordinance.

MOTION by Roth, second by Johnson to approve a temporary rate reduction for four wholesale customers to \$8.68 through 4/30/25 (effective date to be determined).

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

New Business:

None.

Executive Session:

None.

Adjournment:

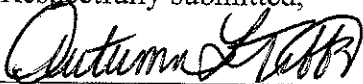
- The next regular meeting of the South Sangamon Water Commission would be held Tuesday, January 21, 2025, at the water plant, 9199 Buckhart Road, Rochester, Illinois at 5:30 p.m.

MOTION by Johnson, second by Roth to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 6:56 p.m.

Respectfully submitted,



Autumn Tibbs, Clerk/Treasurer