

South Sangamon Water Commission
Minutes of the Regular Meeting of the Board of Commissioners
February 18, 2025
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 January 2025 report. The total gallons pumped from the well field was 42 million gallons of water and almost 38 million in finished water. Sampling was within limits.

- Stephen reported on the softeners. They are getting back to where they need to be. He received a couple of phone calls from customers; not complaining but needing information for plumbing work they were having done at their homes.

- Stephen reported that we have two pumps operational now. Two were replaced and one is on the shelf.

- Stephen reported on multiple issues that came up last month: (1) Brine pumps, (2) two permanganate pumps need replaced (one has already been done), and (3) air scour repair on Train #1.

- Stephen reported that they were going to pour thrust blocks last week. But, they decided not to due to the cold weather.

- Stephen reported on a quote provided by Kurita. We ordered some manifolds and diaphragms for the Tonka system. Quote total: \$5,644.00. Kurita is out of Minneapolis and they are a few weeks out. Commissioners reviewed the quote from Kurita.

MOTION by Roth, second by Morris to approve \$5,644.00 quote from Kurita.

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

Engineering Reports:

- Max Middendorf did not attend but did provide an email with an update on the Well#11 project. Said email requested a stop work order until the weather conditions are conducive for concrete placement. Commission Chairman Roth replied to Max's email concurring with his request for a stop work order.

Commissioners discussed approving the stop work order.

MOTION by Roth, second by Johnson to approve the stop work order request.

Voice vote: Motion carried.

- Jamie Headen did not attend but did provide an email with an update on the SSWC Emergency Valve Vault project. He was hoping to have the final pay request from Petersburg Plumbing today but it is not ready yet. Stephen reported that we have not received "as-built" reports yet and don't want to pay them until those are received. The emergency connection is up and running.

Public Comments:

- There were no public comments.

Approval of Minutes:

MOTION by Johnson, second by Roth to approve the minutes of the January 21, 2025 regular meeting as presented.

Voice vote: Motion carried.

Treasurer's Report:

- Autumn Tibbs reported that January's financial report printouts were provided for review. There is nothing out of the ordinary to report. We are in the positive with our revenue being more than expenses thus far this fiscal year.

- Commissioner Morris asked about the FOIA request received, on behalf of the City of Springfield, last month. Autumn reported that we did respond by the 1/24/25 due date.

- Autumn reported that a draft of the FY26 budget printout was provided for review. Commissioners reviewed and discussed and plan to vote on it at our March Board Meeting.

- Autumn reported that our insurance policies (umbrella, workers compensation and cyber security) renew on 5/1/25. Autumn asked if the Commissioners want our agent to come and speak to them at our March Board Meeting. Yes, they do. This is also the year that we need to review our property valuations. Discussion was had regarding who would be the most appropriate person to review. Autumn will get a copy of the last property valuation report and forward to Stephen for him and Max to review together.

- Autumn reported that Statements of Economic Interests for 2025 are due 5/1/25. All Commissioners are required to file and should be receiving something via email soon.

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 \$73,913.08.

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 for Prepayments:

- Autumn Tibbs reported that a list of prepayments made was provided for review. These are vendors that are not on the vendor payable's printout. They are not on the vendor payable's printout because (1) it is automatically deducted from our checking account every month and therefore no check is necessary or (2) it is a timing issue where the actual bill is not available until after our board meeting but it is due before our next board meeting.
- Commissioners reviewed a list of prepayments made 1/17-2/13/25 totaling \$506.10.

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

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

Old Business:

- Autumn Tibbs gave an update on the E-Pay program. The link is live on our website homepage allowing our customers to pay their bills online. Customers can also make payments over the phone by calling 1-888-424-1684 (also listed on our website homepage). Autumn will include a note with customer's 2/28/25 bills advising them of this new feature.
- Commission Chairman Roth reported that he met with Todd LaFountain from CWLP. Todd provided a copy of their renewal agreement with Chatham regarding their back-up. They need to renew the same with us now. We will need to have some follow up discussions with Randy to ensure we can satisfy the EPA and show that we do have another back-up in place.

New Business:

None.

Executive Session:

None.

Adjournment:

- The next regular meeting of the South Sangamon Water Commission would be held Monday, March 17, 2025, at the water plant, 9199 Buckhart Road, Rochester, Illinois at 5:30 p.m.

MOTION by Morris, second by Roth to adjourn.

Voice vote: Motion carried.

- The meeting adjourned at 6:14 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Autumn Tibbs", written over a horizontal line.

Autumn Tibbs, Clerk/Treasurer