

**MEETING MINUTES
SANGAMON VALLEY PUBLIC WATER DISTRICT
BUDGET BOARD MEETING
APRIL 26TH, 2021
3:30PM**

Held at the Olen G. Parkhill Jr. Water Treatment Plant and via GoToMeeting

MEMBERS PRESENT: Meghan Hennesy, Olen G. Parkhill, Jr., Mike Larson, Mike Melton, Buchanan, Kerry Gifford, & Lindsey Stroud-Rodts. A Quorum was present.

MEMBERS ABSENT: Michelle Grindley

GUESTS PRESENT: None

1. CALL TO ORDER/ATTENDANCE: Chairman Hennesy called the meeting to order at 3:37pm. Roll call attendance as follows:

Roll Call Attendance:

Hennesy: Present	Melton: Present	Parkhill: Present	Grindley: Absent
Buchanan: Present	Larson: Present	Vacant	

2. APPROVE AGENDA: Chairman Hennesy asked if anyone had any suggested changes to make to agenda. There were none.

MOTION by Hennesy to approve the agenda as presented, 2nd by Parkhill. Roll call vote as follows:

Roll Call Vote:

Hennesy: Yes	Melton: Yes	Parkhill: Yes	Grindley: Absent
Buchanan: Yes	Larson: Yes	Vacant	

All present members voting yes, motion carries.

3. PUBLIC COMMENT: Chairman Hennesy asked for public comment. There was none. Wallen noted that the District did receive notification from a local church in the community that they will be donating approximately \$7,000 to assist those customers that are struggling to pay their bills, have payment arrangements, or have had a major leak.

4. SECRETARY'S REPORT:

A. Approval of Open Minutes from Regular Meeting held March 22nd, 2021 –

MOTION by Larson to approve the minutes as presented, 2nd by Buchanan.

Roll call vote as follows:

Roll Call Vote:

Hennesy: Yes	Melton: Yes	Parkhill: Yes	Grindley: Absent
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Buchanan: Yes	Larson: Yes	Vacant	
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All present members voting yes, motion carries.

B. Approval of Closed Minutes from Regular Meeting held March 22nd, 2021

MOTION by Larson to approve the minutes as presented, 2nd by Parkhill.

Roll call vote as follows:

Roll Call Vote:

Hennesy: Yes	Melton: Yes	Parkhill: Yes	Grindley: Absent
Buchanan: Yes	Larson: Yes	Vacant	

All present members voting yes, motion carries.

5. TREASURER’S REPORT:

Approval of Accounts Payable listing for March, April, & May 2021 – Gifford reviewed the Income and Expense Report and all A/P listings over \$1,000.

AP Summary as of April 19th, 2021 - \$89,924.49 (Over \$1,000 below)

- Accident Fund - \$1,097.75
- Ameren Illinois - \$6,366.48
- CMS - \$6,606.00
- Coe Equipment - \$3,637.13
- Donohue & Associates - \$2,521.00
- Hach Co - \$1,097.32
- McGuire Woods - \$25,000.00
- MTK Technologies - \$3,008.00
- The Cincinnati Insurance Co - \$2,144.00
- Twin City Electric - \$3,335.00
- Vandevanter Engineering - \$1,231.00
- Wastecorp Pump - \$24,700.00
- Water Solutions Unlimited - \$3,343.38

MOTION by Melton to approve the Treasure’s Report as presented, 2nd by Hennesy.

Roll call vote as follows:

Discussion: Parkhill asked Gifford why the Contract Services line item is so high on the I & E report. Gifford explained that this way due to an unforeseen \$7,000 expense to publish our Ordinances in the paper, which is required by law.

Roll Call Vote:

Hennesy: Yes	Melton: Yes	Parkhill: Yes	Grindley: Absent
Buchanan: Yes	Larson: Yes	Vacant	

All present members voting yes, motion carries.

6. GENERAL MANAGER’S REPORT: Gifford’s GM/Treasurer’s Report is below.

General Manager/Treasurer Report March 2021.

District Covid-19 Operation Level: The Water District current level of operation is at a level two which means the virus is considered to be at a dangerous level to the public health.

Treasurer report:

Income: March water sales were typical at \$111,908.92. Operating revenue for the year is right in line with budget expectations at \$383,829.97. **The water district resumed collecting penalty and reconnect fees for the March billing cycle.** Non-operating revenue remains above average at \$59,194.60 The water district issued 18 w/s permits through April 21, 2021.

Billing: 12 meters were estimated in March and 1,932 customer accounts were billed. The average water usage per customer were as follows: homeowners 3,976 gallons, candlewood 2,478 gallons.

Expenses: Through March expenses are 18.3% below budget at \$340,974.37. Expenses of note: McGuire Woods in the amount of \$25,000 for lobbying, Wastecorp Pumps LLC \$24,700 purchase of budgeted diesel pump, Twin City Electric, inc. \$3,335 lift station repair and replacement of existing equipment and Hach in the amount of \$1097.32 for purchase of chemical testing reagents to comply with new regulations for nitrification/biofilm monitoring.

Water Plant and Distribution System:

Water Distribution System: The unaccounted-for water loss for the year is at 7.9%. The District typical unaccounted for water loss range is between 3% - 6%. March water loss was higher than normal due to February frozen meters and a water main break off Katherine court.

Water Treatment Plant: The Iron filters were taken out of service for routine annual maintenance to be cleaned and inspected. Water hardness continues to be consistent within are water quality parameters.

Wastewater Treatment Plant and Collection System:

Wastewater Plant: The majority of the maintenance was fence repair and tree trimming.

Collection System: One sewer back-up on Mocking Bird Lane and Robin Road. The cause was flushable wipes. The water district employees used our new sewer jet truck to clean the main.

Subdivision Updates:

6th addition to Thornwood Phase 1: The Water District has the IEPA construction permits. The developer may begin construction at any time.

Ridge Creek 5th addition: The subdivision will remain in the maintenance bond phase until August of 2021.

7. OLD BUSINESS:

A. 2021 Budget Amendment – Sewer Project Facilities Plan - \$30,000 - Gifford explained that on the original, approved Budget, he had this plan included on page 3, but mistakenly forgot to included it on page 9 of the Budget and wanted the Board's approval to move forward with this facilities plan with Terry Boyer from Donohue & Associates.

MOTION by Larson to approve budget amendment for Sewer Project Facilities Plan by Donohue & Associates in the amount of \$30,000.00, 2nd by Henensy.

Roll call vote as follows:

Roll Call Vote:

Hennesy: Yes	Melton: Yes	Parkhill: Yes	Grindley: Absent
Buchanan: Yes	Larson: Yes	Vacant	

All present members voting yes, motion carries.

8. EXECUTIVE SESSION:

A. Probable Litigation – 5 ILCS 120/2(c)(11)

MOTION by Melton to leave open session for the purpose of discussing probable litigation, 2nd by Buchanan at 4:01pm.

Roll call vote as follows:

Roll Call Vote:

Hennesy: Yes	Melton: Yes	Parkhill: Yes	Grindley: Absent
Buchanan: Yes	Larson: Yes	Vacant	

All present members voting yes, motion carries.

MOTION by Hennesy to return to open session, 2nd by Parkhill at 4:16pm.

Roll call vote as follows:

Roll Call Vote:

Hennesy: Yes	Melton: Yes	Parkhill: Yes	Grindley: Absent
Buchanan: Yes	Larson: Yes	Vacant	

All present members voting yes, motion carries.

9. ADJOURNMENT:

MOTION by Melton, and 2nd by Hennesy to adjourn at 4:18pm.

Roll Call Vote:

Hennesy: Yes	Melton: Yes	Parkhill: Yes	Grindley: Absent
Buchanan: Yes	Larson: Yes	Vacant	

All present members voting yes, motion carries.

Respectfully submitted,

Lindsey Wallen
Secretary, Board of Trustees