

**MINUTES  
SANGAMON VALLEY PUBLIC WATER DISTRICT  
BOARD OF TRUSTEES MEETING  
MONDAY, MAY 21, 2018**

PRESENT: Bob Buchanan, Mike Guthrie, Meghan Hennesy, Frank Howard, Mike Larson, Mike Melton,  
Bud Parkhill, Kerry Gifford, Lori Rogers

GUESTS: Joe Pisula, Donohue and Associates

1. Chairman Hennesy called the meeting to order at 5:01 p.m.

2. **Approve Agenda:** One change – move item 7) Old Business and item 8) New Business up to the front of the meeting.

**MOTION** by Bud Parkhill and seconded by Mike Guthrie to approve May agenda with changed noted above. All voting aye, motion carried.

7. **Old Business:** A.) Village of Mahomet Sanitary Hook-on at 218 S. LOW Rd.: Illinois Department of Public Health passed the buck back to the county regarding this issue. Bud has a meeting with the Village President on Thursday, May 24<sup>th</sup> at 1:30pm.

B.) District Boundaries Map Project Update: Nothing to report.

8. **New Business:** A.) A & R Mechanical Contractors Pay Request #5 – The fifth pay request from A & R for Booster Pump Station Re-Work has been presented by district engineer. This is for work done in April from last month's approved change order. Joe Pisula from Donohue recommends Board approval and payment in the amount of \$2,600.42.

**MOTION** by Mike Melton and seconded by Mike Guthrie to approve Pay Request #5 from A & R Mechanical Contractors in the amount of \$2,600.42 for Booster Pump Station Re-Work. All voting aye, motion carried.

B.) A & R Mechanical Contractors Change Order #2 – On the booster pump station re-work project there is a change order to put a timer on chlorine pump, the mag flow meter in pit is full of water so need to run conduit to put sump pump in, and the rubber connector expansion joint is leaking. The dollar amount for this change order totals \$676.64 as an increase to the total bid amount. Lastly, Donohue recommends that as Chairman of the Board Meghan sign a Certificate of Substantial Completion for this project.

**MOTION** by Mike Larson and seconded by Mike Guthrie to approve Change Order #2 in the amount of \$676.64 for Booster Pump Station re-work project. All voting aye, motion carried.

**MOTION** by Mike Guthrie and seconded by Bob Buchanan to approve Meghan Hennesy, Chairman of the Board, sign the Certificate of Substantial Completion for Booster Pump Station Re-Work project. All voting aye, motion carried.

3. **Public Comment:** None.

4. **Secretary's Report:** Chairman asked if anyone had any changes or corrections to the Secretary's report for April. None were noted so she asked for a motion to approve.

**MOTION** by Mike Larson and seconded by Mike Guthrie to approve the Secretary's Report for April 23, 2018 meeting. All voting aye, motion carried.

5. **Treasurer's Report:** GM Gifford reviewed all items over \$1,000 on the accounts payable report for the period of April 11<sup>th</sup> thru May 14<sup>th</sup>.

**MOTION** by Mike Guthrie and seconded by Bob Buchanan to approve the Treasurer's Reports for April and May. All voting aye, motion carried.

#### 6. **General Manager's Report:**

- **Income:** Water sales through April are typical for this time of year at \$476,333.26. Operating revenue as an aggregate is 8.4% behind budget forecast this will increase with summer time water demand. Non-operating revenue which is mainly derived from new housing starts is at \$52,268.46. The District has issued 13 permits through May 18 this is 4 permits less than the same time last year. As expected this year's growth is a little slower than the past 3 years.
- **Expenses:** With no major water main breaks or other major repairs operating expenses are low at \$376,846.06 for the year. This is below budget amounts by 8.3%.
- **Meter Reading:** 17 meters were estimated in April with 1,834 accounts billed. April average monthly water usage per customer was as follows: Homeowners 4,556 gallons, Candlewood 3,062 gallons.
- **Pur-IX Softener:** The water softening system is performing properly with finished water hardness ranging between 75mg/l – 90mg/l.
- **Water distribution System:** Water loss for the year is around the expected range of 3% - 6%.
- **Water plant building issues:** U.S. Pro to start repair work to improperly installed crickets and flashing around water plant roof vents. Frank Howard has proposed a fix to the lower roof snow load problem and the engineer of record Donohue is accepting of this fix.
- **Booster pump station:** The start-up did take place May 1 & 2 and as typical it was a two day circus but we do have an operating pump station with the following few twist: 1. Expansion joints on discharge of the pumps will be replaced one joint is leaking. 2. Chlorine pump needs to be wired to run while tank is filling. 3. SCADATA must return to fix an output communication problem we have no remote control of the pump station. 4. Pit meter needs electrical conduit ran to the pit so we may install a sump pump.
- **Wastewater Plant:** Effluent disinfection started for fecal inactivation and we finally were able to start adding sludge reducing bacteria to the primary lagoon. The cold April held the lagoon temperature below 55 degrees longer than what is normal.
- **Collection System:** We cleaned and televised the sewer main behind 307 Ridge road. We did not find a sewer main problem just excessive grease build-up. However, we discovered an issue with reduced flow ahead of sewer main due to a deteriorating manhole bottom.
- **Prairie Crossing 5:** Neil Finlen of Farnsworth Group provided an updated preliminary plat with the District required changes to the water and sewer layout. In January the board approved the preliminary plat layout of the water and sewer mains.
- **Ridge Creek IV:** The board approved construction plans at the August, 2017 meeting. The developer provided the District the proper LOC.

9. **Other Business:** A.) Review District Water & Sewer Ordinances with Proposed Changes – The board reviewed proposed changes to Chapters 1 & 2 of the District's Water and Sewer Ordinances. Discussion was held and several changes were noted on these first two chapters. Since this process will take several months to complete, the Board agreed to stop there and pick up with Chapter 3 at June's meeting.

B.) Annual Meeting and Election of Officers:

**MOTION** by Bob Buchanan and seconded by Mike Melton to keep the same slate with Meghan Hennesy as Chairman, Bud Parkhill as Vice Chairman, Kerry Gifford as Treasurer and Lori Rogers as Secretary of Sangamon Valley Public Water District. All voting aye, motion carried.

**MOTION** by Bob Buchanan and seconded by Bud Parkhill to keep Board meeting dates the fourth Monday of each month at 5:00 p.m., except for December 3, 2018 and May 20, 2019 meetings. Also, there will be no meeting in November 2018. All voting aye, motion carried.

**10. Executive Session:**

**MOTION** by Bud Parkhill and seconded by Mike Guthrie to move to executive session at 6:40 pm. Roll call vote as follows: Bob Buchanan YES, Mike Guthrie YES, Meghan Hennesy YES, Frank Howard YES, Mike Melton YES, Bud Parkhill YES and Mike Larson YES. All voting aye, motion carried.

**MOTION** by Mike Larson and seconded by Mike Guthrie to move out of executive session at 6:42 pm. Roll call vote as follows: Bob Buchanan YES, Mike Guthrie YES, Meghan Hennesy YES, Frank Howard YES, Mike Melton YES, Bud Parkhill YES and Mike Larson YES. All voting aye, motion carried. No action taken.

**11. Adjournment:**

**MOTION** by Frank Howard to adjourn at 6:43 p.m.

Respectfully submitted,

Lori Rogers, Secretary