

**MINUTES**  
**SANGAMON VALLEY PUBLIC WATER DISTRICT**  
**BOARD OF TRUSTEES MEETING**  
**MONDAY, JUNE 25, 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 5:04 p.m.
2. **Approve Agenda:** One change – move item 8) New Business up to front of the meeting.

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

8. **New Business:** A.) A & R Mechanical Contractors Pay Request #6 – The sixth pay request from A & R for Booster Pump Station Re-Work has been presented by district engineer. Joe Pisula from Donohue recommends Board approval and payment in the amount of \$10,346.48. This leaves \$11,849.03 balance to finish, plus retainage

**MOTION** by Mike Guthrie and seconded by Bud Parkhill to approve Pay Request #6 from A & R Mechanical Contractors in the amount of \$10,346.38 for Booster Pump Station Re-Work. All voting aye, motion carried.

B.) A & R Mechanical Contractors Change Order #3 – On the booster pump station re-work project there is a change order that consists of three components. First: an add-on in the amount of \$831.19 to run conduit at the District's request. Second: an add-on in the amount of \$1,485.95 to repair two rubber expansion joints that are leaking on discharge of pumps. Third: a deduction in the amount of \$1,500.00 for the District to do its own grading work. The dollar amount for this change order totals \$817.14 as an increase to the total bid amount. Joe Pisula from Donohue recommends Board approval of this change order.

**MOTION** by Mike Melton and seconded by Mike Guthrie to approve Change Order #3 in the amount of \$817.14 for Booster Pump Station re-work project. All voting aye, motion carried.

C.) Preliminary & Construction Plan Approval for 5<sup>th</sup> Addition to Thornewood Subdivision Phase 2: This addition consists of 14 lots with a cul-de-sac. GM Gifford asked the Board for approval contingent upon engineer Joe Pisula's approval. Joe reviewed the plans and drafted a letter stating the multiple changes and requirements that must be met before approval can take place. Per Chairman Hennesy, send a letter to Kelly at the Village of Mahomet to let her know that approval did not take place for now, but will happen at the July meeting. Engineer must receive all plans one week prior to any meeting to allow time for review. In lieu of calling a special meeting to approve 5<sup>th</sup> Addition to Thornewood Subdivision Phase 2 the Board agreed to allow Kerry and Joe to approve the Construction Plan once all changes are met, should that take place before the July board meeting.

**MOTION** by Mike Larson and seconded by Bob Buchanan to allow Kerry Gifford and Joe Pisula to approve Construction Plan for 5<sup>th</sup> Addition to Thornewood Subdivision Phase 2 when all required changes and corrections are met and approved by engineer. 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 May. 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 May 21, 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 May 15, 2018 thru June 19, 2018.

**MOTION** by Bud Parkhill and seconded by Mike Melton to approve the Treasurer's Reports for May and June. All voting aye, motion carried.

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

- **Income:** Operating revenue is at \$640,449.62. Revenue is 5.6% behind budget forecast this will improve with increased summer time water demand. Non-operating revenue which is mainly derived from new housing starts is at \$65,626.04. The District has issued 18 permits through June 20 this is 4 permits less than the same time last year.
- **Expenses:** With no major water main breaks or other major repairs Operating expenses are low at \$626,880.85 for the year. This is below budget amounts by 7.3%.
- **Meter Reading:** 9 meters were estimated in May with 1,844 accounts billed. May average monthly water usage per customer were as follows: Homeowners 5,974 gallons, Candlewood 2,777 gallons.
- **Water Plant:** S&S Construction cleaned out the backwash sludge pit with their large vacuum truck.
- **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 between the expected ranges of 3% to 6%.
- **Water plant building issues:** Jake Wolf from Engineering Resource Associates, Inc. has been at the water plant to evaluate and start design corrections to the lower portion of the roof.
- **Booster pump station:** Pal's electric completed the pit meter electrical work and chlorine feed pump wiring. The last change order not done is the modifications to the pumps discharge lines.
- **Wastewater Plant:** Effluent disinfection continues for fecal inactivation. Tree branch removal continues as time allows we have noticed areas where the fence will need to be repaired.
- **Collection System:** We had no sewer back-ups in the month of May.
- **Prairie Crossing 5:** The construction plans are currently under review by Donohue and the water district.
- **Ridge Creek IV:** The construction of the water main started this week. The district continues to hold 125% construction bond.

7. **Old Business:** A.) Village of Mahomet Sanitary Hook-on at 218 S. LOW Rd.: After Eric Hewitt from Phoenix gets review back to GM Gifford, write a letter response, then Kerry and Bud can take it to Sean Widener at Village of Mahomet. Note the letter will include the need for an oil separator and sealing of private well.

9. **Other Business:** A.) Review District Water & Sewer Ordinances with Proposed Changes – The board reviewed proposed changes to Chapter 3 of the District's Water and Sewer Ordinances. Discussion was held and several changes were noted on the third chapter.

10. **Executive Session:** No executive session was held, as Chairman Hennesy noted there was nothing to discuss.

11. **Adjournment:**

**MOTION** by Frank Howard to adjourn at 6:23 p.m.

Respectfully submitted,

Lori Rogers, Secretary