

**REGULAR BOARD MEETING MINUTES  
SANGAMON VALLEY PUBLIC WATER DISTRICT  
REGULAR BOARD MEETING  
DECEMBER 17<sup>TH</sup>, 2024  
5:30 PM**

Held in Person at the SVPWD Water Treatment Plant

**MEMBERS PRESENT:** Cameron Wygant, Mark Reifsteck, Richard Eardley, Staci Baxley, William Jones, Dustin Skillings

**MEMBERS ABSENT:** Thomas Johnson

**GUESTS PRESENT:** Terry Boyer, Andrew Bowns

1. **CALL TO ORDER:** Chairman Wygant called the meeting to order at 5:30 pm.
2. **ROLL CALL**

**Roll Call**

Wygant: Present	Reifsteck: Present	Baxley: Present	Jones: Present
Johnson: Absent	Eardley: Present	Skillings: Present	

6 Trustees Present, 1 Trustee Absent

3. **APPROVE AGENDA:**

**MOTION** by Eardley to approve the agenda and 2<sup>nd</sup> by Skillings to approve the agenda.

Roll call Vote as follows:

**Roll Call**

Wygant: Yes	Reifsteck: Yes	Baxley: Yes	Jones: Yes
Johnson: Absent	Eardley: Yes	Skillings: Yes	

**With a vote of 5 Ayes, and 0 Nays, and 1 Absent the motion carries.**

4. **Public Comment: None**

5. **CONSENT AGENDA**

**A. Secretary's Report**

1. Approval of minutes for Open / Closed meetings October 2024

**MOTION** by Eardley 2<sup>nd</sup> by Baxley to approve the Secretary’s Report

Roll call Vote as follows:

**Roll Call**

Wygant: Yes	Reifsteck: Yes	Baxley: Yes	Jones: Yes
Johnson: Absent	Eardley: Yes	Skillings: Yes	

**With a vote of 5 Ayes, and 0 Nays, and 1 Absent the motion carries.**

**B. Financial Report**

1. Approval of Accounts Payable Listing for December and January 2025
2. Review Veolia Limit Reports

**MOTION** by Eardley 2<sup>nd</sup> by Wygant to approve the Financial Report

Roll call Vote as follows:

**Roll Call**

Wygant: Yes	Reifsteck: Yes	Baxley: Yes	Jones: Yes
Johnson: Absent	Eardley: Yes	Skillings: Yes	

**With a vote of 5 Ayes, and 0 Nays, and 1 Absent the motion carries.**

**6. BUSINESS:**

**A. Chairman's Report – Cameron Wygant**

Chairman Wygant notified the board that Ed Flynn, the board attorney, has chosen to retire and that Ross Munsterman, an attorney within FEATHERSTUN, GAUMER, STOCKS, FLYNN, & ECK who has worked closely with the district, will be the lead attorney for the district moving forward.

Chairman Wygant informed the board that the district and CWE were in the final stages of a settlement agreement. There were just a few minor adjustments to language to be made, and he was confident he would have an agreement for the board to review and approve at the next board meeting.

**B. Donohue Project Status Report – Terry Boyer**

1. **Briarcliff WMR Design** - Held final punch list walkthrough. Stark will monitor erosion control over the winter and finalize restorations in the spring. They have a 1-year warranty on all restoration work through fall of 2025.
2. **WWTP Improvements** - Construction is ongoing.

- 3. **Lake Of the Woods LS CRS** – Construction is ongoing
- 4. **WWTP Lagoon Dredge** - AquaFix treatment added to lagoons. Observing its impacts.
- 5. **Northward Expansion Design** – IEPA Permit received. Discussing constructing a “phase 1” project with Chapin Rose and Mary Miller’s offices. Need to complete easements negotiations.

**C. Project Manager’s Report – Andrew Bowns**

Mr. Bowns presented the district's water loss metrics to the board:

Overall district water loss rate: 1.5%  
 Candlewood Estates (CWE) specific water loss: 36.99%  
 Mr. Bowns identified a potential cyclical pattern in the water loss reporting that requires further investigation. He committed to monitoring these metrics closely and conducting a detailed analysis of the trend.

The board engaged in a strategic discussion regarding the concerning water loss percentage in Candlewood Estates. Mr. Bowns and Mr. Boyer contributed technical insights and proposed potential solutions for addressing this issue. Follow-up actions will be reviewed and discussed to address the significant water loss in the CWE area.

**D. Due Date Extension for 2025 Budget - VOTE**

**MOTION** by Reifsteck 2<sup>nd</sup> by Baxley to approve the Rescheduling of the December 2024 Regular Board Meeting

Roll call Vote as follows:

**Roll Call**

Wygant: Yes	Reifsteck: Yes	Baxley: Yes	Jones: Yes
Johnson: Absent	Eardley: Yes	Skillings: Yes	

**With a vote of 5 Ayes, and 0 Nays, and 1 Absent the motion carries.**

**E. WWTP 2022 Improvements Pay Application 6 Approval –  
VOTE**

**MOTION** by Jones 2<sup>nd</sup> by Skillings to approve the WWTP 2022 Improvements Pay Application 6

Roll call Vote as follows:

**Roll Call**

Wygant: Yes	Reifsteck: Yes	Baxley: Yes	Jones: Yes
Johnson: Absent	Eardley: Yes	Skillings: Yes	

**With a vote of 5 Ayes, and 0 Nays, and 1 Absent the motion carries.**

**F. Lake of the Woods Pump Station Improvements G.A. Rich Pay  
Application 2 Approval – VOTE**

**MOTION** by Skillings 2<sup>nd</sup> by Baxley to approve the Lake of the Woods Pump Station Improvements G.A. Rich Pay Application 2

Roll call Vote as follows:

**Roll Call**

Wygant: Yes	Reifsteck: Yes	Baxley: Yes	Jones: Yes
Johnson: Absent	Eardley: Yes	Skillings: Yes	

**With a vote of 5 Ayes, and 0 Nays, and 1 Absent the motion carries.**

**G. Briarcliff Dr. Water Main Replacement Stark Change Order 1 –  
VOTE**

**MOTION** by Reifsteck 2<sup>nd</sup> by Baxley to approve the Lake of the Woods Pump Station Improvements G.A. Rich Pay Application 2

Roll call Vote as follows:

**Roll Call**

Wygant: Yes	Reifsteck: Yes	Baxley: Yes	Jones: Yes
Johnson: Absent	Eardley: Yes	Skillings: Yes	

**With a vote of 5 Ayes, and 0 Nays, and 1 Absent the motion carries.**

**7. TRUSTEE COMMENTS: None**

**8. EXECUTIVE SESSION:**

**MOTION** by Wygant 2<sup>nd</sup> by Reifsteck to enter into Executive Session

Roll call Vote as follows:

**Roll Call**

Wygant: Yes	Reifsteck: Yes	Baxley: Yes	Jones: Yes
Johnson: Absent	Eardley: Yes	Skillings: Yes	

**With a vote of 5 Ayes, and 0 Nays, and 1 Absent the motion carries.**

**9. Appointment of SVPWD Board Treasurer - VOTE**

**MOTION** by Wygant 2<sup>nd</sup> by Reifsteck to approve Appointment of Lisa Lehnert as SVPWD Board Treasurer

Roll call Vote as follows:

**Roll Call**

Wygant: Yes	Reifsteck: Yes	Baxley: Yes	Jones: Yes
Johnson: Absent	Eardley: Yes	Skillings: Yes	

**With a vote of 5 Ayes, and 0 Nays, and 1 Absent the motion carries.**

**ADJOURNMENT:**

**MOTION** by Jones and 2<sup>nd</sup> by Skillings to adjourn.  
All members present vote yes, motion passes.

Respectfully submitted,

Sonya L Brock  
Secretary, Board of Trustees