

**MINUTES**  
**SANGAMON VALLEY PUBLIC WATER DISTRICT**  
**BOARD OF TRUSTEES MEETING**  
**MONDAY, JANUARY 29, 2018**

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

GUESTS: None

1. Chairman Hennesy called the meeting to order at 5:02 p.m.

2. **Approve Agenda:** No changes to the agenda.

**MOTION** by Bob Buchanan and seconded by Mike Larson to approve January agenda as presented. All voting aye, motion carried.

3. **Public Comment:** None.

4. **Secretary's Report:** Chairman asked if anyone had any corrections or additions to the Secretary's report for December. 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 December 11, 2017 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 December 6<sup>th</sup> thru January 22<sup>nd</sup>. The I & E wrapped up the end of year. At end of December the district was \$10,000 below what we budgeted, with an excellent revenue year.

**MOTION** by Bob Buchanan and seconded by Mike Guthrie to approve the Treasurer's Report for December thru January. All voting aye, motion carried.

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

- **Income:** 2017 was a record sales year surpassing the drought year of 2012 by almost 4 million gallons! Total water sales for the year were \$60,000 above budget at \$1,566,908.65. Non-operating revenue finished the year \$15,664.50 above budget at \$225,344.50. We had a strong revenue making year due to slightly dry weather through the summer months and a steady housing market.
- **Meter Reading:** 5 meters were estimated in December with 1,826 accounts billed. The December average monthly water usage per customer was as follows: Homeowners 4,564 gallons, Candlewood 2,798 gallons.
- **Expenses:** Total expenses in December were typical for the month. Total expenses for the year ended \$10,000 below budget at \$1,529,876.68.
- **Pur-IX Softener:** The water softening system is performing properly with finished water hardness ranging between 75mg/l – 90mg/l. The IEPA permit for installing a muriatic acid clean in place system has been approved by the IEPA. Acid clean process will be installed and personnel trained within the next few weeks.
- **Water distribution System:** Water loss in the month of December was moderately high for our District at 8.9%. This was due to extreme cold at end of the month causing water leaks and frozen meters in candlewood.
- **Water plant building issues:** Iron filters duct work has been insulated and attic ventilation with humidistat for moisture control is now installed.

- **Wastewater Plant:** Due to the very dry December we are considering shutting down effluent discharge.
- **Collection System:** We had one sewer back-up in Lakeview subdivision off Ridge road. This is a repeat problem area that must be repaired this summer or fall.
- **Prairie Crossing 5:** We are early on with this 10 acre development west of Lake of the Woods apartment complex. Preliminary plat has been provided in your board packet for your review and comments at Monday night's meeting.
- **Prairie Manor:** The District accepted the development and we are now in the one year maintenance bond period.
- **Ridge Creek IV:** The board approved construction plans at the August, 2017 meeting. The District credited back the developer his cash bond portion of \$88,000 once the District received the proper LOC. The developer still plans to start construction this upcoming spring.

7. **Old Business:** A.) Village of Mahomet Sanitary Hook-on at 218 S. LOW Rd.: Nothing to report.

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

8. **New Business:** A.) Uniform Policy – Discussion was held regarding establishing a uniform policy for maintenance personnel. Several options were brought to the table, but in the end the board agreed to investigate options further before a policy was adopted.

9. **Other Business:** A.) Discussion of Prairie Crossing 5 Preliminary Plat – GM Gifford told the Board that he does not like proposed final preliminary plat regarding where water and sewer lines are. Engineer Joe Pisula sent requested changes on behalf of the district. No approval yet, just to inform the Board.

B.) A & R Mechanical Contractors Pay Request #1 – The first 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 \$21,888.00.

**MOTION** by Mike Melton and seconded by Bob Buchanan to approve Pay Request #1 from A & R Mechanical Contractors in the amount of \$21,888.00 for Booster Pump Station re-work. All voting aye, motion carried.

#### 10. **Executive Session:**

**MOTION** by Mike Larson and seconded by Bob Buchanan to move to executive session at 5:39 pm. Roll call vote as follows: Mike Larson YES, Meghan Hennesy YES, Bob Buchanan YES, Mike Melton YES, Frank Howard YES and Mike Guthrie YES. All voting aye, motion carried.

**MOTION** by Mike Larson and seconded by Bob Buchanan to move out of executive session at 5:55 pm. Roll call vote as follows: Mike Larson YES, Meghan Hennesy YES, Bob Buchanan YES, Mike Melton YES, Frank Howard YES and Mike Guthrie YES. No action taken.

#### 11. **Adjournment:**

**MOTION** by Frank Howard to adjourn at 5:56 p.m.

Respectfully submitted,

Lori Rogers, Secretary