

**MINUTES**  
**SANGAMON VALLEY PUBLIC WATER DISTRICT**  
**BOARD OF TRUSTEES MEETING**  
**MONDAY, JULY 23, 2018**

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

GUESTS: Greg Douglas, Nate Warman – MartinHood

1. Chairman Hennesy called the meeting to order at 5:00 p.m.

2. **Approve Agenda:** One change – move item 9) Other Business to beginning to accommodate auditors. No other changes.

**MOTION** by Mike Melton and seconded by Mike Guthrie to approve July agenda with change noted above. All voting aye, motion carried.

9. **Other Business:** A.) Approve 2017 Audit – Greg Douglas and Nate Warman from MartinHood presented the 2017 Audit for board discussion and approval.

**MOTION** by Bud Parkhill and seconded by Mike Guthrie to approve the 2017 Audit as presented by auditors MartinHood. 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 June. None were noted so she asked for a motion to approve.

**MOTION** by Mike Larson and seconded by Bob Buchanan to approve the Secretary's Report for July 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 June 20, 2018 thru July 17, 2018.

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

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

- **Income:** Operating revenue is at \$798,682.71. Operating revenue is 1.7% behind budget forecast this is improving with summer time water demand. Non-operating revenue which is mainly derived from new housing starts is at \$79,263.45. The District has issued 20 permits through July 19 this is 6 permits less than the same time last year.
- **Expenses:** With no major water main breaks or other major repairs operating expenses are low at \$764,018.15 for the year. This is below budget amounts to date by 5.9%.
- **Meter Reading:** 10 meters were estimated in June with 1,846 accounts billed. June average monthly water usage per customer was as follows: Homeowners 7,318 gallons, Candlewood 3,137 gallons.
- **Transfer Pumps:** Grundfos/Peerless added weight to all the pumps and tested for vibration. All pumps are now within acceptable vibration limits. They will be back in a couple weeks to finish the high service pumps.
- **Water distribution System:** Water loss for the year is less the expected ranges of 3% to 6%.
- **Water plant building issues:** Jake Wolf from Engineering Resource Associates, Inc. completed the design for the lower roof reinforcing. Frank Howard reviewed proposed design fix and was satisfied with results. I will now contact local contractors for pricing.

- **Booster pump station:** Pump station is in operation. The pumps discharge expansion couplers still need to be replaced. In addition, I have discovered that I need a pump lock out command added to the programming for night time filling.
- **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 June.
- **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 is complete. The District continues to hold 125% construction bond. The contractor should be collecting bacteria's this week and applying for an IEPA operating permit.
- **5<sup>th</sup> Addition to Thornwood Phase II:** The construction plans are currently under review by Donohue and the Water District.

7. **Old Business:** A.) Village of Mahomet Sanitary Hook-on at 218 S. LOW Rd.: Bud went to a meeting with Sean, who had his attorney present. The issue still seems to be the easement. Eric Hewitt from Phoenix has prepared a new easement map. The area in green and blue is what Kerry wants. The Village of Mahomet is okay with the cost of hooking on to sewer, but prefers to bring it before their board for resolution passing.

8. **New Business:** A.) Health & Commercial Insurance Committee – Commercial insurance renews annually on November 1<sup>st</sup>, so will bid 60 days prior (September) by getting 3 quotes. Health insurance renews annually on July 1<sup>st</sup>, will get bids in January or February 2019. Trustee Melton asked how many employees were on health insurance policy, GM stated five.

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

**MOTION** by Mike Larson and seconded by Mike Guthrie to move to executive session at 6:02 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 Bob Buchanan and seconded by Frank Howard to move out of executive session at 6:12 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 6:13 p.m.

Respectfully submitted,

Lori Rogers, Secretary