

MINUTES
SANGAMON VALLEY PUBLIC WATER DISTRICT
BOARD OF TRUSTEES MEETING
MONDAY, SEPTEMBER 24, 2018

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

GUESTS: Joe Pisula, Donohue & Associates
Tim Culver, Classic Plumbing

1. Chairman Hennesy called the meeting to order at 4:58 p.m.

2. **Approve Agenda:** Two changes – move Other Business, items 10 A & B, to beginning of meeting to accommodate engineer and plumber.

MOTION by Bob Buchanan and seconded by Mike Guthrie to approve September agenda with change noted above. All voting aye, motion carried.

10. **Other Business:** A.) A & R Mechanical Contractors Pay Request #7 – The seventh pay request from A & R for Booster Pump Station Re-Work has been presented by district engineer. A & R have completed most of the punch list items; however have not finished it enough to close it out. Joe Pisula from Donohue recommends Board approval and payment in the amount of \$12,666.17, but only when the punch list items are completed by A & R Mechanical Contractors.

MOTION by Bud Parkhill and seconded by Mike Guthrie to approve Pay Request #7 from A & R Mechanical Contractors in the amount of \$12,666.17 for Booster Pump Station Re-Work, contingent upon completion and with the understanding that Lori will not release the check until told to do so. All voting aye, motion carried.

Joe also reported on a September 13, 2018 meeting with Chapin Rose regarding the Peoples Gas Company issue. Sangamon Valley PWD has authorized Donohue & Associates to put together a study of feasibility of static pressure, and to also put together a list of affected properties

B.) Tim Culver, Classic Plumbing – New Building on Rte. 47 North, Water & Sewer: Tim will be attending a hearing with the Champaign County Zoning board regarding property he is purchasing on Route 47 North. He has applied for a special use zoning permit for this 7 acre parcel. There is a well currently on the property that he will share with the Living Word Omega Church, but will have to install a second septic system on the property. Tim's reason for attending the SVPWD meeting was to ask the Board of Trustees for a written agreement to take with him to the County meeting stating that Sangamon Valley was okay with his plan moving forward since this property is located in our service area.

3. **Executive Session:**

MOTION by Mike Larson and seconded by Mike Guthrie to move to executive session at 5:24 pm. Roll call vote as follows: Bob Buchanan YES, Mike Guthrie YES, Meghan Hennesy 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 6:07 pm. Roll call vote as follows: Bob Buchanan YES, Mike Guthrie YES, Meghan Hennesy YES, Bud Parkhill YES and Mike Larson YES. All voting aye, motion carried. No action taken.

4. **Public Comment:** None.

5. **Secretary's Report:** Chairman asked if anyone had any changes or corrections to the Secretary's report for July. 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.

6. **Treasurer's Report:** GM Gifford reviewed all items over \$1,000 on the accounts payable report for the period of July 18, 2018 thru September 11, 2018. GM asked the Board again for permission to pay off the Busey Bank line of credit loan. Trustees tabled their answer for now, instructing Kerry to call the bond agent and see what the interest savings would be on the 2013 Bond loan by applying \$75,000 there instead of on the Busey LOC. The Board did agree to stop the \$6,000 per month automatic payment to the attorney until the District incurs more charges. Currently the district has a credit balance with Meyer Capel.

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

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

- **Income:** Operating revenue is at \$1,058,225.02. Operating revenue is 1.6% ahead of budget forecast. Non-operating revenue which is mainly derived from new housing starts is at \$89,810.81. The District has issued 23 permits through September 14 this is 15 permits less than the same time last year. The District's growth rate has slowed to about 1.5% for the year.
- **Expenses:** Operating expenses are modest for the year at \$1,034,796.53. This is below budget amounts through August by 4.4%.
- **Meter Reading:** 8 meters were estimated for July and August with 1,848 accounts billed in July and 1,851 accounts billed in August. July monthly average water usage per customer was as follows: Homeowners 6,824 gallons, Candlewood 3,137 gallons. August monthly average water usage per customer was as follows: Homeowners 7,397 gallons, Candlewood 3,088 gallons.
- **Water Plant Pumps:** Grundfos/Peerless added weight to all the pumps and tested for vibration. All pumps are now within acceptable vibration limits.
- **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. This roof support work will be done when it cools down in October.
- **Booster pump station:** The pumps and controls all work to specs but I have discovered that we need a pump lock out command added to the programming for night time filling. A&R Mechanical will be requesting final payment of retainage.
- **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 months of July and August. Sewer main maintenance which included televising and cleaning was done in the following subdivisions: Parkhill, Twin Oaks, Wildwood and the old part of Lake View.
- **Prairie Crossing 5:** The construction plans have been approved 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 still needs to collect bacteria's samples and apply for an IEPA operating permit.
- **5th Addition to Thornwood Phase II:** The construction plans have been approved by Donohue and the Water District.

8. **Old Business:** A.) Village of Mahomet Sanitary Hook-on at 218 S. LOW Rd.: Per Bud, he did get a commitment from Sean Widener to take a look at the final easement draft.

9. **New Business:** A.) Commercial Insurance – Commercial insurance bids were opened on September 24, 2018 at 4:00pm. Three companies submitted bids, Country Companies, Insurance Providers Group and Dimond Brothers, with Dimond Brothers being apparent low bidder. GM Gifford will review each bid in detail and report back to the Board for final approval.

11. **Adjournment:**

MOTION by Bud Parkhill to adjourn at 6:51 p.m.

Respectfully submitted,

Lori Rogers, Secretary