

**REGULAR BOARD MEETING MINUTES
SANGAMON VALLEY PUBLIC WATER DISTRICT
REGULAR BOARD MEETING
NOVEMBER 26TH, 2024
5:30 PM**

Held in Person at the SVPWD Water Treatment Plant

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

MEMBERS ABSENT: William Jones, 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: Absent
Johnson: Absent	Eardley: Present	Skillings: Absent	

4 Trustees Present, 3 Trustees Absent

3. **APPROVE AGENDA:**

MOTION by Eardley to approve the agenda and 2nd by Baxley to approve the agenda.

Roll call Vote as follows:

Roll Call

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

With a vote of 4 Ayes, and 0 Nays, and 3 Absent the motion carries.

4. **Public Comment: None**

5. **CONSENT AGENDA**

A. Secretary's Report

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

MOTION by Eardley 2nd by Reifsteck to approve the Secretary’s Report

Roll call Vote as follows:

Roll Call

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

With a vote of 4 Ayes, and 0 Nays, and 3 Absent the motion carries.

B. Financial Report

1. Approval of Accounts Payable Listing for November and December 2024
2. Review Veolia Limit Reports

MOTION by Baxley 2nd by Eardley to approve the Financial Report

Roll call Vote as follows:

Roll Call

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

With a vote of 4 Ayes, and 0 Nays, and 3 Absent the motion carries.

6. BUSINESS:

A. Chairman's Report – Cameron Wygant

Chairman Wygant notified the board that there would be a slight delay in getting the 2025 Budget ready for review and approval. Chairman Wygant also informed the board that he would be interviewing for the Treasures position and is hoping to have a Treasure to appoint at the December 2024 meeting. Chairman Wygant informed the board that there had been a delay in the completion of the 2023 audit, so both the 2023 and 2024 audits would be completed in March/April of 2025.

B. Donohue Project Status Report – Terry Boyer

1. **Briarcliff WMR Design** - All services have been switched over to the new main. Restoration is complete, but will have to be monitored through next summer to ensure grass growth. Final punchlist walkthrough was held on Nov. 8.
2. **WWTP Improvements** - Construction is ongoing.

3. **Lake Of the Woods LS CRS** – Construction is expected to start Nov 25. Will begin with the force main installation.
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’s and Marry Miller’s offices. Need to complete easements negotiations.

C. Project Manager’s Report – Andrew Bowns

Mr. Bowns reported to the board the district's current water loss, which he stated was 9.25%, with the water loss in Candlewood Estates measuring 22.92%.

The board trustees briefly discussed the water loss percentage in CWE and possible resolutions, with Mr. Bowns and Terry Boyer offering input.

D. SVPWD Vehicle GPS Quote – Andrew Bowns

Mr. Bowns presented the board with the proposed contract and discussed its various terms and pricing. A brief discussion was had regarding features offered and the benefits of installation. The board thanked Mr. Bowns and requested that he receive two other quotes for them to review.

E. Rescheduling December 2024 Board Meeting - VOTE

MOTION by Eardley 2nd by Baxley to approve the Rescheduling of the December 2024 Regular Board Meeting

Roll call Vote as follows:

Roll Call

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

With a vote of 4 Ayes, and 0 Nays, and 3 Absent the motion carries.

F. Briarcliff Watermain Replacement Pay Application 3 Approval – VOTE

MOTION by Reifsteck 2nd by Wygant to approve Briarcliff Watermain Replacement Pay Application 3

Roll call Vote as follows:

Roll Call

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

With a vote of 4 Ayes, and 0 Nays, and 3 Absent the motion carries.

G. WWTP 2022 Improvements Pay Application 5 Approval – VOTE

MOTION by Baxley 2nd by Eardley to approve the WWTP 2022 Improvements Pay Application 5

Roll call Vote as follows:

Roll Call

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

With a vote of 4 Ayes, and 0 Nays, and 3 Absent the motion carries.

H. Chairman and Vice Chairman Spending Approval Limits – Discussion

A brief discussion was had regarding the Chairman and Vice Chairman’s approved spending limits.

I. Martin Hood 2024 Engagement Letter Approval – Vote

MOTION by Baxley 2nd by Eardley to approve the Martin Hood 2024 Engagement Letter

Roll call Vote as follows:

Roll Call

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

With a vote of 4 Ayes, and 0 Nays, and 3 Absent the motion carries.

7. Trustee Comments - None

ADJOURNMENT:

MOTION by Baxley and 2nd by Eardley to adjourn.
All members present vote yes, motion passes.

Respectfully submitted,

Sonya L Brock
Secretary, Board of Trustees