

Madison County Government
SPECIAL SERVICE AREA #1
301 E. Chain of Rocks Rd.
P.O. Box 8094
Granite City, IL 62040

Committee Meeting
September 7, 2017 – 4:00 p.m.

Clint Jones, Chairman called the meeting to order with roll call.

OTHER MEMBERS PRESENT: Jamie Goggin, Erica Harriss, Michael Parkinson, Helen Hawkins

OTHERS PRESENT: Bob Falk, Supervisor, Brian Nottrott, Infiltration Manager, Lori Rujawitz, Office Manager, Deborah Besserman, Attorney, Scott Weiner, Engineer, Coey Daniels, Engineer, Julie Roberts, Linda Knogl, Kathy Gochlan, David Clements, Harry Deatherage, Randall Dennis

The Committee Meeting Minutes were presented for approval. A motion was made by Jamie Goggin to approve the committee minutes of August, 2017. Mike Parkinson questioned conversation about a payroll issue that was discussed in August and not included in the minutes. In further discussion it was not determined whether it was discussed in regular session or executive session. Jamie Goggin rescinded his motion. A motion was made by Mike Parkinson, seconded by Jamie Goggin to table the August minutes and for Lori to review audio for this discussion. **MOTION CARRIED.**

The Purchase Order Report was reviewed and approved with a motion made by Erica Harriss, seconded by Jamie Goggin. **MOTION CARRIED.**

The Bill List for August 2017 was reviewed and approved with a motion made by Erica Harriss, seconded by Jamie Goggin. **MOTION CARRIED.**

The Balance Sheet for June was approved with a motion by Helen Hawkins, seconded by Mike Parkinson. In discussion the Net Pension Liability was explained. **MOTION CARRIED.**

The Balance Sheet for July was approved with a motion by Jamie Goggin, seconded by Erica Harriss. **MOTION CARRIED.**

Harry Deatherage addressed the committee in regards to 10 acres, commonly known as the Maryville-Morrison-Nameoki Triangle. He explained that when the sewer district was formed and the original installation of the sewer lines were put in, this property was bypassed. At a later date, Sheppard, Morgan & Schwaab completed an engineering study in preparation to provide sewers in the area. It got derailed about the time the Sewer District took on responsibility of the Arlington Heights sewer system. Any monies available at that time were diverted to the Arlington Heights Subdivision. He further explained that he understands about the financial situation but questioned whether a rural development corporation could offer a grant or low interest loan to stimulate growth in semi-rural areas. He asked the committee to consider providing sewers in this area and indicated it's the only area that does not have sewers in the SSA#1 district. Helen Hawkins collaborated that a study was done and that sewers need to be made available.

Clint Jones, Chairman, asked Scott Weiner, Engineer what the approximate cost would be and the engineer indicated approximately \$500-700,000. Bob Falk, Supervisor mentioned that at the original time of installation of the sewer lines, Mr. Deatherage would not provide an easement. Harry Deatherage further explained his disappointment in blame for not giving an easement. At that time, they wanted to divide his lots and that would have decreased value to his property with a sewer line running through the middle of them. Bob Falk, Supervisor suggested Scott Weiner, Engineer revise the plans and provide a cost study and report back to the committee. Erica Harriss questioned the grant process and whether they are provided to us or to the land owner and whether we can look into that and see whether or not we qualify.

Bob Falk, Supervisor discussed an emergency repair at Lift Station 4A. The transfer case and meter base were corrupt. We had to get a purchase order approval from Administrative Service to get parts ordered and begin the work. A motion was made by Jamie Goggin, seconded by Mike Parkinson to approve the emergency repair. **MOTION CARRIED.**

Bob Falk, Supervisor discussed an emergency pump replacement to the Storm Water Pump, Pump Station 1 in Arlington. New pump scheduled to be delivered 9/11/17. We also obtained purchase order approval from Administrative Service to expedite this replacement. A motion was made by Mike Parkinson, seconded by Helen Hawkins to approve the pump replacement. **MOTION CARRIED.**

Bob Falk, Supervisor discussed the temporary fencing around the pump station in Arlington. He said the Chairman asked him a few months ago to price some permanent fencing and to clean up the area. The area is a danger to children in the area. Some cost estimates were reviewed and will be brought back next month for committee approval.

Clint Jones and Bob Falk discussed a camera truck upgrade. A few cost estimates have been obtained and a lower cost from EJ Equipment is in the amount of \$99,300.00. Approximately \$50-60,000 of this is for software to accommodate our GIS needs. Jamie Goggin questioned whether we can get Information System GIS money to pay for this or a portion. Bob Falk explained that GIS is doing this work for us, not to benefit them. In further discussion Clint Jones asked if EJ Equipment could itemize their estimate to show some clarity in what the actual software costs are and agrees that we should look into getting funds from Information System GIS. Erica Harriss asked if these types of purchases have been included in next year's budget. Clint Jones explained this is a necessary upgrade for what we have out there. It can be a big asset with liability concerns. A major factor in protecting with litigation if ever needed.

Lori Rujawitz discussed a property foreclosure at 624 Ashland. Property was foreclosed and then purchased with a new buyer who is asking for help with past due sewer charges. Sewer charges are in arrears totaling \$3,783.02. Mike Parkinson made a motion to approve a penalty adjustment in the amount of \$1,320.18 and that the amount for sewer service be paid. The adjustment for penalties is for the buyer who did not accrue the penalties. Jamie Goggin seconded the motion, **MOTION CARRIED.**

The Durkin Report was reviewed and a motion made by Jamie Goggin to file the report was made, seconded by Helen Hawkins. **MOTION CARRIED.**

Scott Weiner, Engineer introduced Coey Daniels, an engineer with Sheppard, Morgan & Schwaab.

He then gave his Engineer's report as follows:

The bid opening for the Parallel Force Main at Lift Station 19 has been complete. He recommends awarding bid to Haier Plumbing & Heating, Inc. After review of the bid tabulation, a motion was made by Mike Parkinson to award the bid to Haier Plumbing & Heating, Inc. in the amount of \$328,135.00, seconded by Helen Hawkins, **MOTION CARRIED.**

The Force Main Reroute at Lift Station 23A is complete. Final Construction cost \$188,161.00. The total cost overrun was \$20,073.50. The committee reviewed a contract pay item change form and a Periodic Estimate for partial payment, which is the 3rd and final payment to Korte & Luitjohan Contractors, Inc. for the project in the amount of \$28,093.36. Erica Harriss made a motion to approve final payment to Korte & Luitjohan Contractor's in the amount of \$28,093.36, seconded by Helen Hawkins, **MOTION CARRIED.**

The Service Contracts, Phase 2, Generator Installation and Cured in place Pipe Lining (CIPP) projects are all on hold at this time.

Brian Nottrott gave an infiltration report with 90% of the manholes being located in the system. 60% done with preventative maintenance on lift stations. 52% of sewer laterals have been entered within GIS system. Next comprehensive maintenance plan is to jet wash all lines, following with camera, close circuit TV. This will enable us to video lines and the ratings on a consistent standard. We want to use the PACP model, which is a nationwide standard that gives an evaluation of lines and areas.

Under Old Business, Bob Falk, Supervisor discussed a shift change that occurred. He was instructed to run a 24 hour continuous operation. This was a result of some grievance arguments that were being negotiated within the SSA#1 department between Administration and the Union. With one employee out with an injury and another forced to reduce excessive vacation and comp time, we are only able to operate one man shifts. Due to logistics and safety concerns, we are unable to operate the Jet truck, TV truck or crane truck. As a result, only daily maintenance tasks are being completed. The midnight shift, along with part of the afternoon shift, with it being dark outside are doing general cleaning at the Screw Stations and in the shop. There is an emergency plan in place to call people in and pay overtime. Mike Parkinson questioned how this can be beneficial to the district with limited work being done and questioned how much the district is actual saving. Bob, further explained that it was discussed to hire temporary employees. Clint Jones questioned what kind of work temporary employees would do. Mike Parkinson suggested a meeting be scheduled with administration and the committee to discuss the 24 hour continuous operations.

Deborah Besserman, Attorney presented the committee with a breakdown of legal expenses that were paid from 2010 through 2016. That figure averaged to be \$2,024.08 a month, \$24,288.96 per year. She proposed a fixed cost contract of \$1,750.00 per month, \$21,000.00 per year, to handle both collections and other legal issues as needed for the sewer district, beginning September 2017. Lori Rujawitz questioned delinquency policies that are already in place and how that would be affected. It was explained that all delinquency policies will remain the same, the only change will be legal representation, with the exception of one customer, G & G Motorsports. Mike Parkinson requested that if Laura Andrews is to continue with the law suit for G & G Motorsports, he would like to request further discussion on that. Tom Gibbons is to notify Laura Andrews that she will no longer be handling collection services for the sewer district. Erica requested a breakdown of services that would be provided by Deborah Besserman. It was further explained that nothing in place is changing with the exception of the attorney handling the collections, at a lower cost to the district.

Mike Parkinson made a motion to approve Deborah Besserman as the attorney for collections at a fixed rate of \$1,750.00 per month beginning in September, 2017 and to include the months of June, July and

August on her bill for services already rendered. Motion was seconded by Jamie Goggin, **MOTION CARRIED.**

Under new business Bob Falk, Supervisor requested permission to obtain cost estimates for various upcoming projects to present to the committee in the next few months.

Guarantee Electric to give an overall evaluation of our Screw Station 3 for review.

Cost Estimates for parking lot, to include handicap parking.

Cost Estimates for Carpet, currently working with facilities management.

Bob Falk, Supervisor mentioned he was contacted by G & G Motorsports that they had installed a meter needed to signify water being used on the track and water actually used in the sewer system. He believes that their plan now is to use this meter as a negotiating tool for their past due delinquency to show that most of the water used back then did not go through the sewer system and was used to water the track. It could be a valid argument in the future. Lori Rujawitz indicated that they were advised years ago to install that meter and they did not, they also have not made an attempt to pay for any sewer service. Mike Parkinson asked if they were current in paying the bill to their other building and if not it shows they have a pattern of not paying their sewer bills.

Lori Rujawitz explained an account at 611 Ashland that is delinquent and in the process of closing. The title company handling the closing called for a payoff, which was given in the amount of \$4,006.45. That brought the home owner in who explained he was trying to sell the property as a short sale. The homeowner, Randall Dennis was present and explained his circumstances asking for some help in adjusting the bill, so that he did not lose the house and it affect his credit. Lori provided a breakdown of penalties in the amount of \$1,362.79, leaving a balance of \$2,643.66. The committee felt that penalties can be waived contingent upon the buyer paying the amount due for sewer service.

Lori Rujawitz presented another property that was in foreclosure at 18 Snowbird Lane. She was contacted by a Title Company handling the foreclosure for a payoff, which is \$3,018.33. The foreclosure did not happen and the customer redeemed their property and of course their delinquent sewer bill as well, the customer contact the office asking for help with penalties, so that he can satisfy his past due sewer bill. Penalties total \$1,746.38. Mike Parkinson made a motion that we take no action, seconded by Erica Harriss, **MOTION CARRIED.** In further discussion Erica Harriss asked if we could discuss further our delinquency procedures and Clint Jones asked to provide a delinquency list for review at the next meeting. Mike Parkinson suggested we look into possibly offering a once a year grace period to all customers to provide a chance to write off penalties to help with delinquencies.

Helen Hawkins mentioned how pleased she is with the work the committee has done in the short time she has been gone and that the Committee needs to be commended for that. She's glad to be back on board.

Public Comments - None

A motion was made by Mike Parkinson to go into Executive Session to discuss the MESD contract and personnel, seconded by Jamie Goggin, **MOTION CARRIED.**

A motion was made by Mike Parkinson to adjourn, seconded by Jamie Goggin, **MOTION CARRIED.**