

**Curran-Gardner Townships Public Water District**  
**3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981**  
**Tuesday, October 11, 2022 – 7:00 p.m. – Regular Board Meeting**

Members: Chairman James Mitchell, Vice Chair Don Davis, Trustee Eric Oschwald, Trustee Bill Moss, Trustee Diana Valois, Trustee Mark DiMarzio, Trustee Mike Irwin, Operations Manager Aaron Smith, Engineer Max Middendorf, Treasurer Mary Ann Becker, Business Manager Cherril Graff and Secretary Jessica Ryg

*Guests: Todd Folder and Wayne Benanti*

**I. Call to Order:** Chairman Mitchell called the meeting to order at **7:00 p.m.**

**II. Pledge of Allegiance**

**III. Secretary (Jessica Ryg)**

Trustee Oschwald made a motion to approve the Tuesday, September 13, 2022, Regular Meeting minutes with no changes. Vice Chair Davis second the motion. The motion carried.

**IV. Treasurer (Mary Ann Becker)**

The CGTPWD Budget Report reflects 5 months or 42% of FY'23 activity. Treasurer Becker gave the following Income and Expenses Report for September of 2022:

**Income**

Month End District Water Income: \$168,101

Fiscal YTD Water Income: \$799,487

Month End District Income (including other income): \$203,240

Fiscal YTD for all income: \$959,175 = 46% of the Budget

**Expenses**

Month End Operating Expenses: \$73,666

Fiscal YTD Expenses: \$465,111 = 36% of the Operating Budget

**Net Operating Income (Loss)**

The YTD FY23 Unaudited Net Operating Income: \$494,064

Budgeted Debt Service: \$47,717 (transfers each month to Debt & Service accounts)

Capital Expenses for the Period: \$17,200

Net Income for the Period: \$64,657

**Bills** – Total Payments to Vendors (September 14, 2022 – October 11, 2022):  
\$130,859.24

Treasurer Becker provided the Board with an audited Operating Balance Sheet ending September 30, 2022. She distributed the Reserves & Debt Funds Balance Sheet plus the Quarterly Profit and Loss Sheet ending September 30, 2022.

Trustee Oswald made a motion to accept the Treasurer's report pending audit. Trustee Valois second the motion. The motion carried.

Trustee Oswald asked about the new SCADA system vendor.

Trustee Moss made a motion to pay the District's bills at \$130,859.24. Trustee DiMarzio second the motion. The motion carried.

Chairman Mitchell would like the Board to review the annual audit. The plan is to invite Auditor Bill Castor, CPA, of Eck, Punke and Shafer LLP (227 South 7<sup>th</sup> Street, Springfield, IL, 62701, email: castor@espcpa.com, and phone: 217-525-1111 ext. 117) to a Regular CGTPWD Board Meeting.

#### **V. Operations Manager's Report (Aaron Smith)**

Water loss report for August 19, 2022 – September 19, 2022):

Amount of Treated Water Sent to Distribution System: 11,009,000 gallons (Note: This was a 31-day billing cycle.)

Amount of Water Billed to Customers: 9,547,001 gallons. This includes bulk water sales during this reporting period.

Amount of Water Loss: 13.28%

Amount of Water Loss: 1,461,999 gallons

Amount of Water Loss by Gallons per Minutes: 32.75 gallons/minute

*Disclaimer: No water from CWLP, South Sangamon Water Commission or customer billings served by them had any bearing on the determinations made in this report.*

The operations staff attended Illinois Potable Water Supply Operators Association's training conference.

The District received a check from Selective Insurance for Well 5 repairs. Operations Manager Smith contacted Brotcke Well & Pump. They will repair the well when they have crews available.

Well 4: After a discussion with staff and a review of Well 4's capacity, Manager Smith recommended it's abandonment. Brotcke Well & Pump will be contacted to bid the work.

A landowner at the corner of Illinois Route 4 and Mansion Road inquired about water service.

Two service lines were installed in the Sloan Crossing subdivision and one service line was installed on Route 97.

The raw water main installation begun for Well 7.

Cell meters continue to be installed throughout the District.

**(7:16 p.m.)**

The Lime Sludge bids were opened during this meeting. J. Oros Environmental's bid was the winner of the lime sludge removal for 2023 – 2024. It was quoted at .07/gallon and no mobilization fees were attached for this bid.

## **VI. Operations Managers Report (Cherril Graff)**

There have been 1,282 cellular meters installed as of tonight's meeting (October 11, 2022).

Statistics:

Office Action Item:	Quantity:
Initial Disconnect Letters Sent	138
Disconnect Alerts Sent	22
Customers Currently Set for Disconnect	4
Disconnects Still Shut-off from Last Month	\$600 (12 x \$50)
Letters Sent to Update Contact Information	0
Contact Information Updated	1
Current Liens	17
Notice Letters Sent to File Lien	3
New Liens Filed	3
Liens Recently Released	0
Manual Meters	389
Radio Meters	1029
Deduct Meters/Cellular Meters/Radio Meters	42/2/38
New Tap-ons (August & September)	9 - \$13000

Village of Chatham: Business Manager Graff participated with the Village of Chatham Microsoft Teams meeting regarding a protentional new customer. She would like to meet with the finance committee to discuss the impact of the intergovernmental agreement for this project.

Boundary Issue: Business Manager Graff participated in a meeting with Attorney Steve Harris and the CGTPWD field staff along with Chairman Mitchell and Engineer Middendorf.

Codification: Business Manager Graff continues to research codification opportunities. She participated in a phone conference with the American Legal Publishing Corporation along with

Todd Folder. A proposal was submitted to the Board. Engineer Middendorf clarified that the coding numbers are based on activity and date.

A position of administrative assistant was posted externally and internally.

## **VII. District Engineer's Report (Middendorf)**

Engineer Max Middendorf said the District continues to comply with IL Environmental Protection Agency (IEPA) and US Army of Corps regarding flood plain reviewing.

The Osage Nation continues to question all IEPA projects, so CGTPWD projects fall into that category (Phase one of SRF 22.01).

Project #620-071/072:

Well 7 Study/Design: The raw water main piping and wiring is pending weather.

Project 620-081: 2022 SRF Projects continue.

SRF 22.01 – Well Field Improvements: The project nomination packet for this project was submitted and received by the IEPA SRF program.

The SRF 22.02 – Water Tank Rehabilitations: MECO awaits tank inspection reports.

SRF 22.03 – Curran Pressure Zone Improvements: The design scope is pending.

## **VIII. Guests – n/a**

## **IX. Chairman, Vice Chair and Committee Reports**

- a. Chairman: On September 30, 2022, there was a productive Zoom meeting between Engineer Middendorf, Trustee Mike Irwin, Chairman Mitchell, Business Manager Graff and the District's 1926b lawyer regarding Mathers Road and other possible projects. The attorney sent a letter to that area's developer regarding this matter. Engineer Middendorf spoke that the Board collectively needs to look at long-term goals and priorities for growth.
- b. Vice Chair – n/a
- c. Finance (Oshwald, DiMarzio) – n/a
- d. Planning (Valois, Mitchell) – n/a
- e. Personnel (Mitchell, Moss) – n/a
- f. Systems Oversight (Davis, Irwin) – n/a
- g. Policy and Procedures (Valois, Irwin) – n/a
- h. Ordinance Committee (Mitchell, Oshwald) – n/a

- i. Ordinance 70

**X. New Business**

Trustee Oswald made a motion to approve the Lime Sludge bid from J. Oros Environmental for .07/gallon for 2023 - 2024. Trustee DiMarzio second the motion. The motion carried.

**XI. Guests** – n/a

**XII. Executive Session** – n/a

**XIII. Return to Open Session**– n/a

**XIV. Adornment**

Trustee Irwin made a motion to adjourn. Trustee DiMarzio second the motion. Th motion carried and the Board adjourned at **7:55 p.m.**