

Curran-Gardner Townships Public Water District
3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981
November 13, 2018 – 7:00 p.m. – Regular Board Meeting

Audio: www.CurranGardner.com

Members: Chairman Mitchell, Vice Chair Folder, Trustee Valois, Trustee Hammitt, Trustee Dorr, Trustee Mayes, Trustee Oschwald, Operations Manager Nelson, Engineer Middendorf, Business Manager Graff (excused), Treasurer Elsner and Secretary Ryg

Guests: Wayne Benanti

I. Call to Order at 7:03 p.m. followed by the Pledge of Allegiance

II. Board Secretary (Ryg)

A motion was made by Vice Chair Folder to accept the September 11, 2018 meeting minutes. It was second by Trustee Hammitt. The motion carried.

The Board tabled the October 9th Regular Meeting Minutes and the October 9th Special Meeting Minutes.

III. Treasurer

The budget report reflects 6.5 months or 54% of FY19 activity. Treasurer Elsner gave the following Income and Expenses for October 10 to November 13, 2018 which included the Profit and Loss Budget Performance Report.

Income:

Monthly District Water Income: \$101,356

Fiscal YTD Water Income: \$827,186

Total Water Income for the month: \$105,020*

Fiscal YTD for all income: \$1,101,356 = 55% of Budget

*It was noted by the Treasurer Elsner that the November 1st ó 10th water receipts were not included in this report. She estimated those receipts at \$62,000.00

Expenses:

Monthly District Expenses: \$244,863

Fiscal YTD Expenses: \$932,810 = 60% of Budget

Net Income (Loss):

The YTD FY19 unaudited net income is \$78,546

Bill – List of Vendors: \$191,935.33

A motion was made by Trustee Oschwald to accept the profit and loss report noting the unrecorded funds as of the November 1st ó 10th receipts of approximately \$62,000 and pending audit and pay the bills as presented. Trustee Dorr second the motion. The motion carried.

A motion was made by Trustee Dorr to pay the bills. Trustee Mayes second the motion. The motion carried.

IV. Operations Manager (Nelson)

The water loss report for September 18 ó October 16, 2018, is 9.47%. This is one percent higher than usual.

The new 2019 International Dump Truck has been added to the fleet and is in service

CGTPWD sold 209,000 gallons of water to the Village of New Berlin for \$1,276.99 due to a problem with SSWC.

Well #7 has a tentative agreement on the table and will be brought up in new business.

Final samples will be collected for the Cedarhurst Project the last week in November.

Wagon Ford Road Water Main Extension Project: There are fourteen homes who are interested in water service. Based on this number of interested parties, it will cost each household approximately \$5,091.00 to share the project cost. There will be a privilege fee of \$2,500 for each customer that applies after the main has been placed into service. There may be some withdrawals from participation due to the \$42.79/monthly bill once water service is established. There now appears to be a few who are undecided or who have lost interest.

CGTPWD Sewer Project: It continues to have issues with the sewer collection system contractor. A certified letter from our attorneys (Rammelkamp and Bradley) retained for this specific project was sent to Kinney Contractors to request reimbursement for the damage they caused to our water system in October. Operations Manager Nelson will continue to monitor this issue.

Water Well Solutions arrived on-site at the District to perform their yearly maintenance work on the wells.

The District will research billing for Mike Antoline who passed away in an auto accident.

Oros & Busch will clean out the lime sludge lagoons weather and field conditions permitting. This was done last year during the same time frame.

V. Business Manager Graff

There was discussion between the District on options for the health insurance (plus dental, vision, short term disability and life insurance) coverage. Business Manager Graff will continue to research the best price for coverage.

The new billing system allows customers to register for paperless billing and establish online profiles for online access. It also features alerts which can be sent to customers regarding their overdue balances.

VI. District Engineer Middendorf

Construction continues with the USDA Phase I WTP Improvements. The project is 93% complete. The backwash pump was installed and now online. The lime feed system is being installed. Final grading and seeding was completed. The fence is progressing.

Wayne Nelson is working with attorneys for the well field landowner to sign off on Well #7. Permits will be drafted for finalization.

There is a Request for Contractor Payment Application #12 (District pay request #13)

Approve Contractor Leander Pay Application #12: \$115,389.55

Approve Engineer MECO Basic Services: \$820.11

Approve Engineer MECO Resident Inspection: \$9,649.50

Total Request #13 – RD Form 440-11: \$125,859.16

Trustee Oschwald suggested that next month's agenda include a discussion on any additional expenditures (capital and non capital items) that the new plant may need as well as the estimated time it will take to install these items.

It was noted that the January 8, 2019, meeting will be the last opportunity to make adjustment before the loan closes on February 14, 2019. (There will be a regular board meeting on Tuesday, February 12, 2019.)

VII. Guests – Guest Dan Mlacnik, who has been a resident since 1996, has five CGTPWD water bills because he has five meters. He approached the Board about a CGTPWD Inactive Meter Policy. His parents purchase the homestead in 1975 that is located near Queen Road and Booth Road. It includes a parcel near Farley Road and Booth Road. He removed the mobile home in front of the house and subdivided the property. Since he has multiple meter pits with the District, some are not being unused. He would like to permanently abandon the water line to the mobile home (9421 Booth Road) since it was torn down. He also would like the Policy Committee to review the CGTPWD Abandoned Meter Policy at their next meeting.

VIII. Chairman, Vice Chairman and Committee Reports:

- a. Chairman - n/a
- b. Vice Chairman - n/a
- c. Finance Committee- n/a
- d. Planning Committee- n/a
- e. Personnel Committee- n/a
- f. Systems Oversight Committee ó Todd Folder and Max Middendorf toured the Plant and will work on a punch list.
- g. Policy and Procedure Committee-n/a
- h. Ordinance Committee- Visitors from the USDA (Galesburg, IL) toured the water treatment plant expansion project on Thursday.

IX. Unfinished Business

- a. Village of Curran sewerage collection billing system: Pending.

- b. Possible finance option for Well #7: All parties are in agreement on the lease terms, so this appears to be a go.

X. New Business

- a. Review and pay request #13:
 Approve Contractor Leander Pay Application #12: \$115,389.55
 Approve Engineer MECO Basic Services: \$820.11
 Approve Engineer MECO Resident Inspection: \$9,649.50
Total Request #13 – RD Form 440-11: \$125,859.16

Vice Chair Folder made a motion to approve this pay request. Trustee Mayes second the motion. A roll call was taken:

- a. Vice Chair Folder: Yes
 - b. Trustee Valois: Yes
 - c. Trustee Hammitt: Yes
 - d. Chairman Mitchell: Yes
 - e. Trustee Dorr: Yes
 - f. Trustee Mayes: Yes
 - g. Trustee Oswald: Yes
- With seven yes votes, the motion passed.
- b. Intergovernmental Agreement ó Sangamon County Community Resources
 - c. 40 year Well Field Lease Payment to Rolling Meadows LLC for Well #7: It was the consensus of the Board to pay the lump sum.

XI. Guests -n/a

XII. Executive Session

Trustee Dorr made a motion to go into Executive Session. Trustee Mayes second the motion. A roll call was taken:

- a. Vice Chair Folder: Yes
 - b. Trustee Valois: Yes
 - c. Trustee Hammitt: Yes
 - d. Chairman Mitchell: Yes
 - e. Trustee Dorr: Yes
 - f. Trustee Mayes: Yes
 - g. Trustee Oswald: Yes
- With seven yes votes, the motion passed.

.(The Board exited the room at 8:21 p.m.)

(The Board returned to the room at 8:55 p.m.)

XIII. Open Session

A motion was made by Trustee Dorr to come back into regular session. Trustee Hammitt second the motion. A roll call vote was taken:

- h. Vice Chair Folder: Yes
 - i. Trustee Valois: Yes
 - j. Trustee Hammitt: Yes
 - k. Chairman Mitchell: Yes
 - l. Trustee Dorr: Yes
 - m. Trustee Mayes: Yes
 - n. Trustee Oswald: Yes
- With seven yes votes, the motion passed.

Trustee Mayes made a motion to increase the Business Manager's payroll budget. Trustee Valois second the motion. A roll call was taken:

- a. Vice Chair Folder: Yes
 - b. Trustee Valois: Yes
 - c. Trustee Hammitt: Yes
 - d. Chairman Mitchell: Yes
 - e. Trustee Dorr: Yes
 - f. Trustee Mayes: Yes
 - g. Trustee Oswald: Yes
- With seven yes votes, the motion passed.

December 11, 2018 Agenda: Trustee Oswald asked that discussion on the USDA/RD Bond Ordinance and closing be on the next month's agenda.

XIV. Adjournment

Having no further business before the board, they adjourned at 9:01 p.m.

Chairman Mitchell's signature ó December 11, 2018

Secretary Ryg's signature ó December 11, 2018