

Curran-Gardner Townships Public Water District
3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981
Tuesday, February 9, 2021 – 7:00 p.m. – Regular Board Meeting

Audio: <https://www.currangardner.com/Meetings/minutes-agendas/>

Members: Chairman Mitchell, Vice Chair Mayes, Trustee Oschwald, Trustee Moss, Trustee Valois, Trustee Hammitt, Trustee Davis, Operations Manager Aaron Smith, Engineer Middendorf, Treasurer Elsner, Business Manager Graff and Secretary Ryg

Guests: Todd Folder and Wayne Benanti

1. Call to Order at 7:03 p.m. and the **Pledge of Allegiance** was said.

II. Secretary (Ryg)

Trustee Oschwald voted to approve the January 12, 2021, Regular Meeting Minutes with changes. Vice Chair Mayes second the motion. All Trustees voted yes except Trustee Davis who voted present since he was not in attendance (excused). The motion carried.

III. Treasurer (Elsner)

The CGTPWD Budget Report reflects 9.5 months or 79% of FY'21 activity. Treasurer Elsner gave the following Income and Expenses Report January 13, 2021 through February 9, 2021, which included the Profit and Loss Budget Performance Report.

Income:

Month End District Water Income: \$133,364

Fiscal YTD Water Income: \$1,416,640

Month End District Income (including other income): \$140,887

Fiscal YTD for all income: \$1,609,477 = 82% of Budget

Expenses:

Month End Operating Expenses: \$87,186

Fiscal YTD Expenses: \$873,670 = 74% of Operating Budget

Net Operating Income (Loss):

The YTD FY21 Unaudited Net Operating Income: \$735,807

Budgeted Debt Service for this period: \$46,977

Capital Expenses for the period: \$3,388

Unaudited NET INCOME for period: \$3,336

Bills – Total Payments to Vendors (January 13, 2021 – February 9, 2021):
\$93,697.86

Trustee Moss made a motion to approve the Treasurer's Profit and Loss Budget Report pending audit. Trustee Davis second the motion. The motion carried.

Trustee Valois made a motion to pay the bills as presented. Vice Chair Mayes second the motion. The motion carried.

IV. Operations Manager's Report (Aaron Smith)

Water Report for December 15, 2020 – January 14, 2021:

- Amount of Treated Water Sent to Distribution System: 10,478,000 gallons (Noted: This was a 30-day billing cycle.)
- Amount of Water Billed for this Billing Cycle: 9,330,000 gallons (includes bulk water sales)
- Amount of Water Loss (Percentage): 10.9%
- Amount of Water Loss (Gallons): 1,148,000 gallons
- Amount of Water Loss (Gallons per Minutes): 26.5 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.

Engineer Middendorf investigated the air in the backwash line on January 20, 2021. He used an underwater camera to examine the backwash pump which was believed to be introducing air from the clear well.

Oros Environmental will start the lagoon clean out in February if the weather cooperates.

Wayne Nelson completed the Tier 2 Emergency and Hazardous Chemical Inventory report for 2020. It was sent to IEMA.

Brad Fohey of MECO worked with CGTPWD staff to discuss existing water main locations for the RT.97 relocation project.

The CGTPWD water operators attended a virtual training class on pipeline safety on Wednesday, February 3, 2021.

A copy of our Monthly Operating Report (MOR) was sent to Illinois Rural Water Association (IRWA) Director Frank Dunmire. He suggested adding a column to the report for monitoring the chlorine station at the Farmingdale water tower. He also removed some columns in the report that were no longer necessary. For those interested in the report, it now fits on a 8 1/2 X 14 sheet of paper. Please see Operations Manager Smith for more details.

A bid was sought to repair the water leak on the lower expansion joint at the Old Covered Bridge water tower. Maguire Iron estimated this repair at \$31,208.88. The extent of the repair was discussed fully with the staff and they will try to fix it themselves to save the District money.

Cell phone communication with our SCADA was down for a short time. AAC was contacted and the issue was resolved.

The highest bidder for the District pickup truck decided to take the truck even though it was advertised as a V-8 when it was actually a V-6.

VI. Business Manager Report

The remaining 635 meter heads and lids (145 ¾ bases and 88 M70s) were ordered. Expected delivery date is around March 1, 2021. The amount allocated for this project was \$250,000. These new meter heads and lids are a solid resource to detect possible leaks. CGTPWD field staff continue to swap meters during inclement weather. There are 873 customers targeted for this upgrade.

A customer app to track water usage is in the works with the final touches being added. This topic will be updated at next month's meeting.

The new online/meter lid system allowed the Business Manager to do a self-check/internal audit. While cross-checking data and reports, she ensured all customers were being assessed the Plant Improvement fee.

The interior walls of the office building (3384 Hazlett) needed to be painted. Three bids were sought for this project. The estimated cost is \$3,250.00. This will be paid with the "Repairs and Maintenance – Line 5250" from the budget.

A Trustee asked Business Manager Graff for an update on the "remote shut-off meter" necessary for a customer. She said that the meter was ordered.

VI. District Engineer Report (Middendorf)

Water Treatment Plant: In an effort to monitor the air in the backwash, a video screen was used to show the access lid of the service/clear well for testing purposes. There was no vortexing obvious in the videos. The check valves are suspect for not fully seating. Possible solutions include check valve relocation, automatic prime system or remote air trap. Engineer Middendorf continued to ponder solutions and came up a possible idea on his drive to the meeting tonight. One possibility of why this continues to be a problem includes using a celluloid that could possibly run up and tap into the downside of the check valve. It would be potable water. In engineering terms, this would mean that it could pump the main a few times (recirculating), but it would resolve the issue with no air in the line. In his opinion, the current air trap will continue to be an issue because there is not enough air being created on the way out. Other options include flipping the check valve to see it could benefit the operation. If that does not work, then do the tap option previously stated and add pressure to call it a day. (Side note: This issue was examined further with the conventional water tap – connecting two taps – used as a model.)

Well #7 Study/Design: After listening to feedback from CGTPWD staff, MECO determined it would be in the Plant's best interest to omit the concrete pit for pigging. While there are two different ways to configure it, this way will save the District approximately \$30,000.00. With that stated, MECO is in communication with Gerard Simmer of the Illinois Environmental Protection Agency. Mr. Simmer is in possession of the new schematics of the larger lines.

Drilling Well #7: Tim Kelly relayed that Brotcke has all of the apparatus needed for this project. They are ready to mobilize in February and would like to drill while the ground is frozen. It was clarified that the drilling bits cannot be used properly in below 20 degree weather. There is a

window of good weather next week to get the rig to the destination field. Getting it in and out of the wellfield is an additional issue due to weather conditions.

Pay Application #7: Well hardware, pump, motor hardware, platform fabrication will be \$32,654.73.

Change Order #7: taller platform, inner casing, outer casing, sampler, grout, lift out bail and ladder, Johnson HQ screen and 6x6 coupler will be \$5,589.00.

Steve Walker, of Martin Engineering might attend next month's meeting. Engineer Middendorf and Engineer Walker discussed Sloan Crossing and analyzed flow capacity from Salem Lane. Connecting only to Salem lane results in the best flow rate of 900 gallons per minute. Extending the 8" loops to Bradforton Road and Salem Lane provides 1,000 gpm throughout the development and results in only minor pressure drop in the CGTPWD transmission system. The goal is to get utilities in that area by March or April.

One of the water goals at CGTPWD is to put a water main connection on Pajim Lane. However, the development off of the west side of Bradforton Road has a "Spite Strip" which means the developer still owns the 3-ft. easement. It prevents access to utilities across there. In the Regional Planning Commission Meeting, they discussed resolving this with the developer of that area. The District continues to monitor this project.

VII. Guests – n/a

VIII. Chairman, Vice Chair and Committee Reports

- a. *Chairman:* Chairman Mitchell spoke to City Water Light and Power's Todd LaFountain about the letter sent by CGTPWD to CWLP regarding the CGTPWD/CWLP Intergovernmental Agreement back in June 15, 2020. Mr. LaFountain said he received the letter and sent it to the City of Springfield's Corporate Counsel, Jim Zerkle, however, there has been no response from him on this matter.
- b. The Board resolved that CILCOMM - who emailed the District that they are unable to fulfill their obligation due to the audio system being backordered – will not be paid \$4,716.60 and those funds will go back into the budget. The Board will discuss this next month. Until then, Chairman Mitchell said that the office staff will research audio options.
- c. *Vice Chair:* Vice Chair Mayes said he let the Chairman know that he will step aside as Vice Chair. Trustee Oschwald thanked Vice Chair Mayes for his service. Chairman Mitchell praised Vice Chair Mayes efforts. Vice Chair Mayes said that he will be available to assist the next person with any questions or duties.
- d. *Finance:* 2022 Budget Preparation – Trustee Oschwald started assembling lists of possible budget items. Operations Manager Smith sent Trustee Oschwald his list of items. Trustee Oschwald looks forward to tackling this endeavor after the March 2021 meeting which will allow the District to better analyze this past fiscal year to fully prepare for next years budget.
- e. *Planning:* n/a
- f. *Personnel:* – n/a

- g. *System Oversight*: – n/a
- h. *Policy and Procedure*: – n/a
- i. *Ordinance Committee* – n/a

IX. Ongoing Business

- a. CGTPWD/CWLP Update Intergovernmental Agreement: No update from CWLP.
- b. Discussion: Open Topic for Consideration: Business Manager Graff said that she is available for any questions associated with the new rate sheet that was distributed.

X. New Business

- a. Request to approve Pay Application #7 Brotcke Well & Pump in the amount of \$32,654.73. Trustee Oswald made a motion to pay this bill. Trustee Moss second the motion. The motion carried.
- b. Request to approve Change Order #5 Brotcke Well & Pump in the amount of \$5,589.00. Trustee Oswald made a motion to approve Change Order #5. Trustee Moss second the motion. The motion carried.

It was clarified by Engineer Middendorf's video presentation that these change orders/requests which were approved will give the District the ability to extend lines to serve additional wells beyond Well #7 in the future.

- c. Discussion: Open topic for discussion

XI. Executive Session

There was a need to go into Executive Session to review of Executive Minutes.

Trustee Oswald voted to go into Executive Session. Vice Chair Mayes second the motion. The Chairman called a roll call vote:

Trustee Valois: Yes
 Trustee Hammitt: Yes
 Chairman Mitchell: Yes
 Vice Chair Mayes: Yes
 Trustee Moss: Yes
 Trustee Oswald: Yes
 Trustee Davis: Yes

With seven yes votes, the motion carried.

Board exits the room at 8:29 p.m.

Board returns to the room at 9:21 p.m.

Trustee Davis voted to return into Regular Session. Trustee Valois second the motion. The Chairman called a roll call vote:

Trustee Valois: Yes

Trustee Hammitt: Yes

Chairman Mitchell: Yes

Vice Chair Mayes: Yes

Trustee Moss: Yes

Trustee Oswald: Yes

Trustee Davis: Yes

With seven yes votes, the motion carried.

Chairman Mitchell said during Executive Session personnel matters were discussed along with bills for services rendered plus Executive Minutes were discussed.

A motion was made by Trustee Moss to hold the following Executive Minutes: July 14, 2020; November 10, 2020; and December 8, 2020 minutes. Vice Chair Mayes second the motion. The motion carried.

XII. Adjournment at 9:23 p.m.

Chair Signature and Date: _____

Secretary Signature and Date: _____