

Curran-Gardner Townships Public Water District
3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981
Tuesday, October 8, 2019 – 7:00 p.m. – Regular Board Meeting

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

Guests: Todd R. Folder and Wayne Benanti

Excused: Trustee Rose Hammitt

I. Call to Order at 7:00 p.m. and the **Pledge of Allegiance** was said.

II. Board Secretary (Ryg)

A motion was made by Trustee Oschwald to accept the Tuesday, September 10, 2019, Regular Board Meeting Minutes with one amended change. Vice Chair Mayes second the motion. The motion carried.

III. Treasurer (Elsner)

The CGTPWD Budget Report reflects 5.5 months or 46% of FY20 activity. Treasurer Elsner gave the following Income and Expenses Report for September 11, 2019 – October 8, 2019, which includes the Profit and Loss Budget Performance Report.

Income:

Month End District Water Income: \$144,978

Fiscal YTD Water Income: \$782,760

Month End District Income (including other income): \$145,414

Fiscal YTD for all income: \$918,432 = 50% of budget

Expenses:

Month End Operating Expenses: \$76,265

Fiscal YTD Expenses: \$441,645 = 42% of Operating Budget

Net Operating Income (Loss):

The YTD FY20 Unaudited Net Operating Income: \$476,787

Budgeted Debt Service for this period: \$41,375

Unaudited net income for the period: \$11,007

Bills – List of Vendors (September 11, 2019 – October 8, 2019): \$94,778.66

It was noted that a payment from the construction account for “Over the Top White Roofing” was made for \$15,660.00

A motion was made by Trustee Oswald to accept the Treasurer's report pending audit. Trustee Davis second the motion. The motion passed.

A motion was made by Trustee Oswald to pay the bills. Trustee Davis second the motion. The motion passed.

IV. Operation Manager's Report (Nelson)

Water Report for August 22, 2019 – September 20, 2019:

- Water Sent to Distribution System: 10,533,000 gallons
- Water Billed: 9,417,767 gallons (includes bulk water sales)
- Water Produced In-house and Sold to Customers: 9,417,767 gallons

Summary:

- Water Loss: 10.59% (The national water loss average is at approximately 14%.)
- Water Loss in Gallons: 1,155,233 gallons
- Water Loss in GPM (Gallons Per Minute): 27.6 gallons

New Plant Operations: Prairie State Plumbing will be replacing a faulty check valve as well as removing a butterfly valve that was not needed. This work will cost \$7,365.00.

Contractors and staff continue to work on the punch list to wrap up the project. Some costs have fallen under the warranty while other costs, like the installation of a stainless steel pipe into the cone of the clarifier to test for lime sludge in the tank, have been paid for by the District. The transition to the new Plant has begun.

The AAC (SCADA vendor) will be at the Plant this week to program some SCADA changes.

The removal of lime sludge will begin when crop harvests cease.

A customer has paid the \$100.00 fee to have his/her meter tested. This customer felt as if the meter was over-registering. If the meter showed inaccuracies, the District would have paid the fee. However, the meter test showed that it was accurate.

Well #7: Staff removed weeds and brush near the possible site so that Brotcke, Well and Pump can do additional test probes. Their crew was in the wellfield yesterday performing tests to determine the depth of the bedrock.

Attorney Ryan Byers of Rammelkamp & Bradney met with Operations Manager Nelson on moving the case against Kinney Contractors. The final sum owed to CGTPWD by Kinney is \$11,341.28. An email was sent to Board members to show the letter written to Kinney.

Two easements were obtained for the Lenhart and Bunker Hill Water Main Extension Project. Also, since the District is moving the Bunker Hill Road main to the north side of the road, most of the project water mains will be on Springfield Park District property.

All the easements are prepared for the Prairie Creek Road Project.

The water main for Wagon Ford Road had bacteriological testing. The District will gain twelve customers.

The water treatment Plant roof repairs had a final cost of \$15,660.00. This was \$3,000.00 less than the quote from Rhino Roofing. The work performed encompassed the following:

1. Reinforced rust holes with sheet metal
2. Pressure washed the area
3. Applied primer
4. Applied spun flex to all seams and patches
5. Applied Kwik Kaulk to all fasteners
6. Applied "Rapid Roof Top Coat" over entire roof
7. Recoated existing sky light material
8. 10-year warranty on all the above

V. Business Manager Graff's Report

The CGTPWD office awaits billing modification information from the Village of Curran. Business Manager Graff has reached out to Mary Bilyeu to let her know that the District needs the signed Intergovernmental Agreement and a copy of their Board minutes documenting the rates before the District can begin billing.

Welcome packets went out to the new customers on Wagon Ford Road.

VI. Engineer Middendorf's Report

Water Treatment Plant: The Water District proceeds with remaining funds for plant upgrades such as a new roof membrane over the old water plant.

USDA Phase I WTP Improvements: Leander is working with Roberts Filter, AAC, Environdyne and Anderson Electric to resolve the remaining punch list items. LCI has secured a 6-month warranty extension from Roberts and Environdyne.

Well #7 Study/Design: Brotcke completed their test probes on the area. Based on geological and elevation data, a subsequent test well will be drilled with the cuttings/water level analyzed.

Prairie Creek Road: IEPA Construction Permit is ready for signatures. Operations Manager Wayne Nelson is editing the plan sheet. It will be submitted to the IEPA as soon as possible.

Sangamon River Conduit Crossings and Generator for Wells: Petersburg Plumbing and Heating gave the District of a quote for \$48,640 for a 10' bored conduit. Genset, trenched conduit, ATS and wire is estimated at \$200,000. The construction estimate for this project plus meriting is in the rage of \$250,000.

VII. Guests – n/a

VIII. Chairman, Vice Chair and Committee Reports

- A. Chairman Mitchell – Chairman Mitchell asked Trustee Valois and Trustee Davis to meet with Operations Manager Nelson to set dates for contract negotiation.
- B. Vice Chair Mayes – n/a
- C. Finance (Oschwald & Valois) – It was noted that after the \$15,600 bill for roof repairs, the line item named “construction account” would have a remaining balance of \$9,638.00.
- D. Planning (Hammitt) – Excused from Meeting
- E. Personnel (Mitchell & Valois) – Contract negotiations will begin soon. Chairman Mitchell asked Trustee Davis to assist with this along with Operations Manager Nelson and Business Manager Graff.
- F. Systems Oversight (Mayes) – n/a
- G. Policy and Procedure Committee (Valois) – n/a
- H. Ordinance Committee (Mayes) – n/a

IX. Ongoing Business - Possible Finance Option for Well #7 – nothing to report this meeting.

X. New Business

- A. Trustee Oschwald made a motion to approve the *Final FY 2019 Audit Report with Required Communication Letter*. Trustee Valois second the motion. The motion carried.
- B. Approve the Single *USDA Audit Report* (for the USDA Loan) - Trustee Oschwald made a motion to approve the report. Trustee Davis second the motion. The motion carried.
- C. Approve the annual *USDA Report for Curran-Gardner FY 2019* – Trustee Oschwald made a motion to approve the report. Trustee Davis second the motion. The motion carried.
- D. Discussion: Open Topic for Consideration – n/a

XI. Guests – n/a

XII. Executive Session – n/a

XIII. Open Session – n/a

It was noted that Trustee Don Davis will need to go on the banking account to sign checks.

Secretary Ryg let the Chair know that she would not be in attendance for the December 10, 2019, Regular Meeting due to a wedding. She will leave the recorders with the CGTPWD Board and input the information later. All audio will be uploaded to the website.

XIV. Adjournment at 8:15 p.m.

Chairman's Signature & Date

Secretary's Signature & Date