

Curran-Gardner Townships Public Water District
3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981
Tuesday, July 11, 2023 – 7:00 p.m. – Regular Board Meeting

Members: Chairman James Mitchell, Vice Chairman Mike Irwin, Trustee Eric Oschwald, Trustee Bill Moss, Trustee Diana Valois, Trustee Mark DiMarzio (excused), Operations Manager Aaron Smith (excused), Engineer Max Middendorf, Business Manager Cherril Graff, Treasurer (open position served by Business Manager Graff), and Secretary Jessica Ryg

Guests: Todd Folder

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 Regular Board Meeting Minutes from June 20, 2023, with no changes. Trustee Moss second the motion. The motion carried.

Trustee Oschwald made a motion to approve the Special Board Meeting Minutes from July 5, 2023, with no changes. Vice Chair Irwin second the motion. The motion carried.

IV. Treasurer (open position served by Business Manager Graff)

The CGTPWD Budget Report reflects 3 months or 25% of FY'24 activity. Business Manager Cherril Graff gave the following Income and Expenses Report for June of 2023:

Income

Month End District Water Income: \$133,589

Fiscal YTD Water Income: \$308,004

Month End District Income (including other income): \$155,347

Fiscal YTD for all income: \$347,476 = 16.36% of the Budget

Expenses

Month End Operating Expenses: \$98,419

Fiscal YTD Expenses: \$197,498 = 10.58% of the Operating Budget

Net Operating Income (Loss)

The YTD FY24 Unaudited Net Operating Income: \$149,979

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

Capital Expenses for the Period: \$29,591 (Well #7 – Lee Electric – IMCO - MECO)

Net for the Period: -\$20,381

Net YTD FY24: \$17,253

Bills – Total Payments to Vendors (June 14, 2023 – July 11, 2023): \$158,911.20

The Acting Treasurer provided board members with an audited Operating Balance Sheet ending June 30, 2023; also, the Reserves & Debt Funds Balance Sheet and Quarterly Profit & Loss Sheet ending June 30, 2023.

Trustee Oschwald made a motion to accept the CGTPWD Treasury report pending audit. Trustee Moss second the motion. The motion carried.

Trustee Moss made a motion to pay the bills. Vice Chairman Irwin second the motion. The motion carried.

V. Operation Manager’s Report (Smith - excused)

Water loss report for May 23, 2023 – June 22, 2023:

Amount of Treated Water Sent to Distribution System: 15,574,000 gallons (Note: This was a 31-day billing cycle.)

Amount of Water Billed to Customers: 14,405,300 gallons. This includes bulk water sales during this reporting period.

Amount of Water Loss: 7.5%

Amount of Water Loss: 1,168,700 gallons

Amount of Water Loss by Gallons per Minutes: 26.1 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.

A CGTPWD employee, Todd Folder, read Operation Manager Smith’s report to the Board:

Well #7 sample pit and plumbing were installed along with the pressure transducer adapter and pressure gauge in the meter vault. Electrician Joe Lee pulled the electric wires through the conduit and connected them to the electrical control cabinet. One of the last steps for the SCADAWARE is to complete the SCADA wiring. Then the well then needs to be flow tested, flushed and samples collected.

While Well #5 was apart, Brotcke cleaned the well. Before cleaning the well, it was producing 200 GPM, after the cleaning it was producing 450 GPM. The column pipe and pull pipe are being repaired in Missouri.

Springfield and its surrounding areas experienced a storm system categorized as a “derecho” by the National Weather Service on Thursday, June 29, 2023. A derecho is a widespread, long-lived windstorm that is associated with a band of rapidly moving showers and thunderstorms. Although the derecho can produce destruction like the strength of a tornado, the damage is typically directed in one direction-only plus runs a relatively straight path/swatch of land. If the wind damage extended more than 240 miles includes wind gusts of at least 58 mph or greater, then it’s classified as a derecho, not tornado. Our CGTPWD field crew were working in the well

field when this storm system hit. A tree fell on a road from the wellfield, and everyone made it safely back to the CGTPWD Plant.

Due to derecho, the Plant was without electricity for six hours. Thankfully the generator was there for the Plant. Although the Plant was without power for four days, the generator worked perfectly keeping water treated and pumping. Good job to all for staying on top of it and continuing to keep the Plant going. Customers commented to the Office staff and field crew their thankfulness.

A generator may be needed for the CGTPWD administrative office since the office is not tied into the backup generators at the Plant. It will need to be discussed at next year's budget talks. Chairman Mitchell said he would like Electrician Joe Lee to research whether a standalone generator will be needed for the office or whether it can be supported by the generator at the Plant. It was noted that the telephone system will not work without power.

The Village of Pleasant Plains Emergency Interconnect was opened. Their village lost power, so they had no way to pump their water up to their elevated tank for distribution purposes. They used appx. 81,000 gallons for one specific day.

The Village of New Berlin (South County Water District) also lost power during the derecho. They contacted Operations Manager Smith to inquire about opening the emergency interconnect should their situation get worse. Ultimately, they didn't require assistance since South Sangamon Water Commission used a temporary power generator to maintain their system.

A new water service was installed on Roberts Road.

The sludge report was submitted to the Illinois Environmental Protection Agency (IEPA).

The bi-annual sludge report was completed and mailed to the IEPA.

Mr. Folder reported that he used the CGTPWD truck to assist with storm clean-up in Chatham.

Chairman Mitchell asked Todd Folder to work with Max on the two small Plant roof leaks.

VI. Business Manager's Report (Graff)

<i>Office Action Item:</i>	<i>Quantity:</i>	<i>Date:</i>
Monthly Disconnect Letters Sent (May)	112	7/3/2023
Disconnect Letters Sent Current Fiscal Year	353	7/3/2023
Customers Currently Set for Disconnect	50	7/11/2023
Disconnects Still Shut-off from Last Month	3	7/10/2023
Disconnect Fees Applied for Current Billing Period	\$200 (4x\$50)	7/7/2023
Letters Sent to Update Contact Info.	0	7/7/2023
Contact Information Updated	2	7/7/2023
Current Liens	15	7/7/2023

Notice Letters Sent to File Lien	0	7/7/2023
Liens Filed	1	7/7/2023
Liens Released Current Fiscal Year	2	7/7/2023
Total Cellular Meters Installed	1469	7/7/2023
Manual Meters	241	7/7/2023
Radio Meters	887	7/7/2023
Deduct Meters/Cellular Meters/Radio Meters	43/3/40	7/7/2023
New Tap-ons (May)	2	7/11/2023
New Tap-ons 5/1/22 – 6/30/23	2	7/11/2023
Total Active Customers	2555	7/11/2023
New Accounts Created (March)	18	7/11/2023
New Accounts Created Fiscal Year '24	31	7/11/2023

VII. District Engineer's Report (Middendorf)

Well #7 is closer to going on-line.

SRF 22.01 Waiting for an archaeologist to be on-site. CGTPWD will continue to work with IEPA on this project.

SRF 22.02: It was confirmed that the water tank rehabilitation is on the April 2024 funding list. If clearance is in April, funding will be released.

SRF 22.03: Curran Pressure Zone Improvements – The project scope elements and design options are being reviewed.

The District staff's gave input on the distribution infrastructure identification. It was incorporated into the GIS mapping system. The MECO technicians are converting the autocad maps to GIS.

Engineer Middendorf would like to have members of his team remote into Microsoft Teams with our staff to discuss and clarify certain areas of our distribution system. The goal is to make a schematic of the District's distribution system (by region) with chronological installation dates. This date code will allow us to have a snapshot of time.

(7:27 p.m.)

VIII. Guests: none

IV. Chairman, Vice Chair and Committee Reports

- a. Chairman (Mitchell): no report
- b. Vice Chair (Irwin): no report
- c. Finance (Oschwald and DiMarzio): no report
- d. Planning (Valois/Mitchell): CGTPWD seeks a treasurer and trustee.
- e. Personnel (Mitchell/Moss):

There are potential candidates to be interviewed for treasurer. The District has an ad in the Illinois Times, plus our website and it went on customer's bills.

Union Contract. The union contract negotiations will start soon. The current union contract runs January 2020 to December 31, 2023.

- f. Systems Oversight (Irwin) – no report
- g. Policy and Procedure (Valois and Irwin) – no report
- h. Ordinance Committee (Mitchell and Oswald) – no report.

X. New Business

A motion was made to amend the annual budget to include cleaning costs. The Line Item is 5230 (Other Services) as its been in the past. Trustee Oswald made a motion to add Line Item 5230 back into the budget. Vice Chairman Irwin second the motion. Chairman Mitchell called for a roll call vote:

Chairman Mitchell: Yes
Vice Chair Irwin: Yes
Trustee Moss: Yes
Trustee Oswald: Yes
Trustee Valois: Yes

With five yes votes, the motion carried.

A XI. Guests

None

XII. Executive Session

Vice Chair Irwin made a motion to go into Executive Session. Trustee Diane Valois second the motion. Chairman called for a roll call vote:

Chairman Mitchell: Yes
Vice Chair Irwin: Yes
Trustee Moss: Yes
Trustee Oswald: Yes
Trustee Valois: Yes

With five yes votes, the motion carried.

Board exited at **7:32 p.m.**

Board returned at **7:52 p.m.**

Vice Chair Irwin made a motion to go back into Regular Session. Trustee Diane Valois second the motion. Chairman called for a roll call vote:

Chairman Mitchell: Yes
Vice Chair Irwin: Yes
Trustee Moss: Yes

Trustee Oswald: Yes

Trustee Valois: Yes

With five yes votes, the motion carried.

XIII. Return to Open Meeting

Chairman Mitchell said during executive session the CGTPWD Board discussed possible litigation.

XIV. Adjournment

Having no further business before the board, they adjourned at **7:55 p.m.**