

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

*Audio for this meeting may be found online at [www.currangardner.com](http://www.currangardner.com)  
 Please note that audio for this meeting begins after the Secretary's report*

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

Guest(s): Wayne Benanti, Dick Pitchford and Brock Dunlap

*I. The Pledge of Allegiance was said.*

*II. Board Secretary – (Ryg)*

The following Board Meeting Minutes were approved:

November 20, 2017 – Special Board Meeting (audio on web)

December 12, 2017 – Regular Board Meeting (audio on web)

*No Planning Committee Minutes from December 21, 2017 were taken since not a quorum*

January 9, 2018 – Regular Board Meeting (audio on web)

January 18, 2018 – Special Board Meeting (no audio on web)

*III. Treasurer's Report – (Elsner)*

The budget report reflects 9.5 months or 79% of FY18. Treasurer Elsner gave the following update for January 10, 2018 to February 13, 2018:

Income

Monthly District Water Income: \$146,001

Fiscal YTD Water Income: \$1,191,174

Including Other Income, Monthly District Income: \$170,553

Fiscal YTD for all income: \$1,411,968 = 86% of budget

Expenses

Monthly District Expenses: \$134,972

Fiscal YTD Expenses: \$1,227,796 = 68% of budget

Net Income (Loss)

YTD FY18 Unaudited Net Income: \$184,180

Bill List of Vendors

Vendors: \$129,315.38

A motion to accept the report was made by Trustee Diane Valois. It was second by Trustee Jim Mayes. Trustee Oschwald voted present. The motion carried.

A motion to pay the bills was made by Trustee Jim Mayes. It was seconded by Trustee Oschwald. The motion carried.

*IV. Operations Manager's Report (Nelson)*

A water loss report was given to the Board. The amount of treated water sent through the distribution system from December 16, 2017 through January 18, 2018 equals 16,010,000 gallons. There were 1,500,000 gallons of water sold to the Village of New Berlin. This translates to \$19,063.20 in revenue (3120 units x \$6.11/1000 gallons unit).

There were no water main breaks.

The previous month's problem with the bulk water meter was resolved. It was delivered by UPS and inadvertently placed in another box that arrived in the main office at the same time and taken directly to the water plant.

One of the Ford F-150 pickups was recalled due to the speed sensor malfunction. This problem was experienced on this truck in October of 2015. It was repaired properly at that time under warranty and no problems have been experienced since.

The static water level on Well #5 is four feet lower than usual due to the draught. The well is approximately 60-ft. deep. It is not pumping properly and producing approximately 70 gallons per minute. It has the capacity to pump 300 gallons per minute and one of the most productive wells. Water Well Solutions was contacted. They cleaned the screen, videotaped, and checked water draw down levels. The company double dosed the well. This is comparable to full rehabilitation of a well. Once the aquifer is replenished with rain, it should return to better production. However, there is no guarantee when this will happen. It was suggested to consider another well in the future.

Water Well Solutions performed its 2018 contract year well-rehabilitation on Well #4 while at CGTPWD. The good news is that after treatment, Well #4's specific water flow capacity has doubled.

The semi-annual sludge land application report to the Illinois Environmental Protection Agency was submitted on January 30, 2018.

Prairie State Plumbing will replace one of the gate valves at the water plant to ensure a better filter backwashing sequence on Plant #1.

Staff graded the parking lot with fresh gravel after the frost left muddy conditions.

The 2017 Annual Tier II Chemical Storage Report with the Illinois Emergency Management Agency was completed on January 22, 2018.

*V. Business Manager's Report (Graff)*

The quarterly newsletter will go out next month.

There is a meeting tomorrow, Wednesday, February 14, with Village of Curran Mayor Sam Lucky to work out the details regarding the draft agreement for CGTPWD to be their sewer collection's billing agent.

The District collected \$93,971.21 in credit/debit card charges during the 2017 calendar year.

In preparation for the 2018-2019 budget, the District is researching better billing software. The current software, Alliance, charges for each component of billing software, so Business Manager Graff is looking into how other water districts process their billing paperwork. The City of Barry uses UB Max software. It has features such as an emailing capability to customers, online payment history for customers to track seasonal water/sewer changes, integrated uploading/downloading Badger readers, and more in-depth customer access to account information. She will continue to evaluate software options.

There are approximately seventy-four customers on the verge of cut-off each month. New billing software can possibly communicate with them better by text or email. This is one of the benefits of exploring new billing software.

It was the Board's decision to do the demolition to the property next door using CGTPWD staff and equipment.

(43 minutes and 22 minutes)

#### *VI. District Manager's Report (Middendorf)*

The water treatment plant continues under construction.

South Sangamon Water Commission water main replacement bid opening for the damaged transmission main that supplies the Village of New Berlin is scheduled for February 16, 2018 with an award scheduled for February 20, 2018. It will take 30-days to complete.

Demolition is complete in the Water Treatment Plant. The chemical room is progressing. The lime feed shop drawings were submitted. There is a need for a change order. The first change order request (\$47,441.83) addresses improved flow distribution to the filters, additional valves, changing programming to assist in automation of filter backwash. The second change order request (\$8,175.07) would be to install a heated sidewalk in lieu of recarbonate ion tank being built. The total request for change programming is \$55, 616.90.

Operations Manager Wayne Nelson and Chairman Mitchel are coordinating with Martin Engineering and CWLP for the Emergency Interconnection with CWLP.

### *VII. Guests*

Brock Dunlap and Dick Pitchford asked the Board about water service to their neighborhood on Fulton Road, South and west of Curran. The neighborhood is on wells and they are currently hauling water. Mr. Dunlap is 1.8 miles from the water main on Curran Road. They asked for the Board's professional direction on how to petition the Board for water. The Board explained the process. They will regroup with the Business Manager Graff and Plant Manager Nelson for pricing and ideas.

### *VIII. Chairman, Vice Chairman and Committee Reports*

- a. Chairman ó n/a
- b. Vice Chairman ó Would like to discuss the intergovernmental agreement with SMSD. He would also like to possibly discuss the CGTPWD policy to provide labor as an incentive to new employees.
- c. Finance – n/a
- d. Planning – n/a
- e. Personnel – n/a
- f. Systems Oversight – n/a
- g. Policy and Procedure – n/a
- h. Ordinance Committee- n/a

### *IX. Unfinished Business- n/a*

### *X. New Business*

(1 hour and 24 minutes)

- a. It was the consensus of the Board to charge \$300 flat fee per month for sewer billing to the City of Curran. There are ninety-three customers currently in Curran. The price needs to be established as part of the USDA Rural Development loan. Our attorney will draw up the letter to Mayor Lucky establishing the price.
- b. A motion was made by Vice Chair Folder to approve pay application #3 (Water Treatment Plant Construction) draw request for \$115,427.63 (\$98,848.00 to Leander and \$16,647.83 to MECO). It was second by Trustee Mayes. The motion carried.
- c. Well #5 Discussions and Work Order: Chairman Mitchell asked about a test well. A cost vs. benefit discussion was had on deep wells and shallow wells. A lovial (not solid rock) well is designed to extend the casing/screen to a point where the reverse rotary rig cannot dig deeper (bedrock). Typically, constructability happens one foot above it. A deeper well is called a pocketed well. A 35-ft. deep aquifer is shallow and more depth his needed for the mechanicals. A high capacity, deep well, such as the

artesian well in Jacksonville, is expensive to maintain. If the problem with Well #5 continues, the District will need to investigate financing a new well, which will be costly. It was also pointed out that if the District continues to increase its customer base, an additional well may be a wise investment.

Vice Chair Folder made a motion to enter a work order with MECO to begin testing for a possible 7<sup>th</sup> well site. A second was made by Trustee Mayes. A roll call vote was taken:

Vice Chair Folder: Yes

Trustee Valois: Yes

Trustee Hammitt: Excused

Chairman Mitchell: Yes

Trustee Dorr: Excused

Trustee Mayes: Yes

Trustee Oschwald: Yes

With five yes votes, this motion carries.

- March agenda item: It was the consensus of the Board to reimburse the fiscal budget for prepays before this fiscal year is over (Engineering, etc.).
- March agenda item: A suggestion was made to add another bulk station. It will be discussed next month.
- A committee of the whole will take place on Tuesday, March 6 at 6:00 p.m.
- Our next regular meeting is Tuesday, March 13 at 7:00 p.m.

*XI. Guests – n/a*

*XII. Executive Session – none*

*XIII. Open Session – n/a*

*XIV. Adjournment: 9:35 p.m.*

Chairman Mitchell ó Signature and Dated: \_\_\_\_\_

Secretary Ryg ó Signature and Dated: \_\_\_\_\_