

Curran-Gardner Townships Public Water District
3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981
June 11, 2019 – 7:00 p.m. – Regular Board Meeting

Audio Available: www.CurranGardner.com

Members: Chairman Mitchell, Vice Chair Mayes, Trustee Davis (appointed this meeting), Trustee Dorr, Trustee Hammitt, Trustee Oswald, Trustee Valois, Operations Manager Nelson, Engineer Middendorf, Business Manager Graff (excused), Treasurer Elsner and Secretary Ryg

Guests: Todd Folder and Wayne Benanti

I. Call to Order at 7:01 p.m. and the Pledge of Allegiance was said.

II. Board Secretary (Jessica Ryg)

- A motion was made by Trustee Oswald to accept the Regular Board Meeting Minutes from Tuesday, April 9, 2019, with corrections. Trustee Hammitt second the motion. The motion carried.
- A motion was made by Trustee Oswald to accept the Regular Board Meeting Minutes from May 14, 2019, with corrections. Trustee Valois second the motion. The motion carried.

III. Treasurer (Elsner)

The CGTPWD Budget Report reflects 1.5 months or 13% of FY20 activity. Treasurer Elsner gave the following Income and Expenses Report for May 1, 2019 – June 11, 2019 which includes the Profit and Loss Budget Performance Report.

Income:

Monthly District Water Income: \$209,131

Fiscal YTD Water Income: \$209,131

Month-end District Income (including other income): \$215,635

Fiscal YTD for all income: \$215,635 = 12% of budget

Expenses:

Month-end Operating Expenses: \$109,248

Fiscal YTD Expenses: \$109,248 = 10% of Operating Budget

Net Operating Income (Loss):

The YTD FY20 Unaudited Net Operating Income: \$106,388

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

Transfer of Operating Cash to Reserve: None

After the transfer of funds for required debt service, Net Unaudited Income for this period: \$65,013

A motion was made by Trustee Oswald to accept the Profit and Loss Statement pending audit. Trustee Hammitt second the motion. The motion carried.

Bills – List of Vendors: \$76,520.05

A motion was made by Trustee Dorr to pay the bills. Trustee Valois second the motion. The motion passed.

It was noted that the MECO is owed for Engineering Basic Service at \$14,406.08. It will be discussed under New Business.

It was noted that the Total Pay Request #19 is \$14,406.08

IV. Operation Manager's Report (Nelson)

Water Report for April 18, 2019 – May 17, 2019:

- Water Sent to Distribution System: 10,270,000 gallons
- Water Billed to Customers: 9,210,000 gallons (includes 49,000 gallons of bulk water sales)
- Water Loss: 10.32% - It mentioned the national average for water loss is at approximately 14%. Some of this current water loss is partly due to hydrant flushing.

New Plant Operations: CGTPWD continues to test new equipment and give feedback accordingly. The liquid alum feed point was moved to maximize the water distribution process. Other fine tuning of machinery is ongoing as this project is near completion. The team continues to modify the flocculation blanket before going on-line.

Well #7: Due to long-term flooding, crews were unable to gain access to the proposed site of Well #7.

The Village of Curran continues their sewer project with the use of Kinney Contractors.

The Prairie Creek Road Project: There was a meeting at a resident's home to discuss the project with possible customers. The District would like to know which residents are on-board by June 30, 2019.

The Wagon Ford Road project has been granted a construction permit from the Illinois Environmental Protection Agency.

Rhino Roofing requested 50% down payment before construction could begin on the roof. Operations Manager Nelson suggested that the District should seek a stronger contract explanation before it would entertain a notion to approve such conditions.

The bids for the surplus equipment that the water district is selling were opened at 7:00 a.m. on Tuesday July 2, 2019. Following are the items sold and the list of bidders of each item:

2005 18' Doolittle Box Trailer:

BG submitted a bid of \$1511.11 (Successful bidder)

Six (6) foot blade for use with three-point hitch:

EO submitted a bid of \$10.00. (Successful bidder)

Six (6) foot gravel spreader box for use with three-point hitch:

TF submitted a bid of \$315.50 (Successful bidder)

Gasoline-powered forklift:

MM submitted a bid of \$561.00 (Successful bidder)

Six (6) foot gravel drag box for use with three-point hitch:

MM submitted a bid of \$152.00. (Successful bidder)

Twenty (20) feet long 4-wheeled flatbed trailer:

TF submitted a bid of \$326.50. (Successful bidder)

Total payment to water district: \$2876.11

V. Business Manager (Graff - excused)

It was noted that the Office has been busy assisting the auditor with documentation for the yearly budget.

VI. District Engineer (Middendorf)

The new roof membrane over the old water plant is being discussed.

The Plant's new chemical scale is under inspection for weights/measures since it is not providing accurate data. It will be recalibrated and is under warranty.

All new Plant construction is almost complete with the Plant's major systems in place. The final warranty work will include installation of raw water meter and control valve to the Plant once the new Plant is online with consistent water quality. MECO continues to work on the four (final) change order items.

Well #7 Update: The IEPA permit was issued on April 5, 2019, and the Sangamon County floodplain permit was also received. The project bid opening was held on April 30, 2019. It yielded one bid below estimate: Brotcke Well and Pump for \$181,312.

Wagon Ford Road: The IEPA Construction permit (#0994-FY2019) was issued on May 16, 2019. This permit is good for one-year. If the project is not complete in that specific time frame, CGTPWD will need to re-apply for it.

Sangamon River Conduit Crossing and Generator for Wells: MECO received a quote from Petersburg Plumbing & Heating for \$48,640 for 10 inch bored conduit. As mentioned before, this bid only includes a bore and installation of a 10-inch pipe. The total for the generator, trenched conduit, ATS, and wire is approximately \$200k. Engineer Middendorf said the wiring cost (estimated at \$115,000) is the largest expense, followed by \$40,000 for the Genset Generator. The transfer switch costs approximately \$4,500 and the foundation/pad for the generator is estimated at \$2,500. The estimated total construction is \$250k plus the permitting cost.

VII. Guests

n/a

VIII. CGTPWD Committee Reports

- a. Chairman – n/a
- b. Vice Chairman – n/a
- c. Finance Committee – (Oschwald, Valois) – The Auditors have been at the District for a week and a half.
- d. Planning Committee – (Dorr, Hammitt) – n/a
- e. Personnel Committee – (Mitchell, Valois) – n/a
- f. Systems Oversight Committee – (Mayes) – n/a
- g. Policy and Procedure Committee – (Valois, Dorr) – n/a
- h. Ordinance Committee – (Mayes) – n/a
- i. CGTPWD and Village of Pleasant Plains (will be stricken for future agendas). As of this date, no action has been taken by any Board member on this initiative.

IX. Ongoing Business

- a. Village of Curran sewerage collection system billing – no action yet
- b. Possible Finance Option for Well #7 Discussion (Oschwald) – CoBank and National Rural Water Association will not finance due to the proposed size of the loan requested.

(Time: 8:18 p.m.)

X. New Business –

- a. Pay Request #19: Trustee Oschwald made a motion to approve pay request \$14,406.08 to MECO for basic engineering services. This will make funds due to MECO for the Plant Expansion Project (as of June 11, 2019), due at \$0. Vice Chair Mayes second the motion. A roll call vote was taken:

Trustee Valois: Yes

Trustee Hammitt: Yes

Chairman Mitchell: Yes

Trustee Dorr: Yes

Vice Chair Mayes: Yes

Trustee Oswald: Yes

With six yes votes, this motion carried.

- b. Approval of Rhino Roofing funds: This was tabled because the Board would like a better explanation of the payment terms within the contract.
- c. Action/vote on April 30, 2019 bid opening for River Crossing Bore (Brodke Well and Pump) for \$181,312. Trustee Oswald made a motion to accept the bid of \$181,312 from Brodke Well and Pump. Trustee Mayes second it. The motion carried.
- d. Internal Controls: Trustee Oswald made a motion to change the signors on all bank accounts due to the resignation of a Trustee. Vice Chair Mayes second the motion. The motion carried.
- e. Ordinance #52: Update for Prevailing Wage Act (Oswald): This is an annual ordinance to reflect paying prevailing wage on projects since the water district falls under the municipality rules. It was the consensus of the Board to table the Prevailing Wage Act to examine it further.
- f. Post to fill vacated Trustee position: Chairman Mitchell said the New Berlin Bee and the Pleasant Plains Press advertised the opening for a new Trustee due to a Trustee's resignation. This appointment would run until the general, consolidated spring election of 2023. Chairman Mitchell said that only one person applied, Donald D. Davis. Mr. Davis sent in a letter of introduction explaining his background to the Board (as directed by the newspaper posting). Trustee Oswald expressed serious concerns that there was not enough time to let other residents know of the opportunity to serve the Board. He noted that there were only two weeks between the resignation and this evening's meeting to appoint someone. He would have liked to have more time to allow for more citizens to apply for this position.

A motion was made by Trustee Oswald to table the motion to add a new Trustee to the CGTPWD Board. It did not have a second.

A motion was made by Trustee Dorr to accept Mr. Davis as Trustee. Trustee Hammitt second the motion. There was a roll call vote:

Trustee Valois: Yes

Trustee Hammitt: Yes

Chairman Mitchell: Yes

Trustee Dorr: Yes

Trustee Mayes: Yes

Trustee Oschwald: No.

With five yes votes, one no vote, the motion carried.

Mr. Davis raised his right hand and sworn in by oath by Secretary Ryg. His contact information is as follows:

Trustee Don Davis

6363 Stagecoach Rd.

Pleasant Plains, Illinois 62677

Mobile (textable): 415-3691 - Home: 487-7571

Email: DonLuan749@gmail.com

XI. Guests - n/a

XII. Executive Session – The Board did not go into Executive Session.

- a. Personnel Matters (if needed) – n/a
- b. Possible litigation (if needed) – n/a

XIII. Open Session

XIV. Adjournment

Having no further business before the Board, they adjourned at 8:41 p.m.

Chairman Mitchell – Signature and Date

Secretary Ryg – Signature and Date