

Curran-Gardner Townships Public Water District
3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981
Tuesday, November 12, 2024 | 7:00 p.m. | Regular Board Meeting

Members: Chairman James Mitchell, Vice Chairman Mike Irwin, Trustee Eric Oschwald, Trustee Bill Moss, Trustee Mark DiMarzio, Trustee Jim Mayes, Trustee Wayne Benanti, Operations Manager Aaron Smith, Engineer Max Middendorf, Business Manager Cherril Graff, Treasurer Stacy Stremsterfer, and Secretary Jessica Ryg

Guests: Todd Folder and Diana Valois

I. Call to Order: Chairman called the meeting to order at 7:00 p.m.

II. Pledge of Allegiance

III. Secretary (Jessica Ryg)

Trustee Oschwald moved to approve the Tuesday, October 8, 2024, Regular Meeting Minutes with changes. Trustee Moss second the motion. The motion carried with Trustee Benanti and Chairman Mitchell voting present.

IV. Guests/Visitors: none

V. Treasurer (Stremsterfer)

The CGTPWD Budget Report reflects 6 months or 50% of FY'25 activity. Treasurer Stremsterfer gave the following Income and Expenses Report for *October*:

Income:

Month End District Water Income

November Report (October 9, 2024 – November 12, 2024): \$187,310.00
October Report (September 11, 2024 – October 8, 2024): \$176,492.00
September Report (August 14, 2024 – September 10, 2024): \$187,900.00
August Report (July 10, 2024 – August 13, 2024): \$188,789
July Report (June 12, 2024 – July 9, 2024): \$159,855.00

Fiscal YTD Water Income

November Report (October 9, 2024 – November 12, 2024): \$1,057,401.00
October Report (September 11, 2024 – October 8, 2024): \$870,092.00
September Report (August 14, 2024 – September 10, 2024): \$693,843.00
August Report (July 10, 2024 – August 13, 2024): \$537,500.00
July Report (June 12, 2024 – July 9, 2024): \$317,154.00

Month End District Income - Including Other Income

November Report (October 9, 2024 – November 12, 2024): \$280,645.00
October Report (September 11, 2024 – October 8, 2024): \$216,524.00
September Report (August 14, 2024 – September 10, 2024): \$221,955.00
August Report (July 10, 2024 – August 13, 2024): \$214,055

July Report (June 12, 2024 – July 9, 2024): \$186,022.00

Fiscal YTD for All Income

November Report (October 9, 2024 – Nov. 12, 2024): \$1,311,733.00 = 109%
 October Report (September 11, 2024 – October 8, 2024): \$1,031,088.00 = 115%
 September Report (August 14, 2024 – September 10, 2024): \$814,808.00 = 101%
 August Report (July 10, 2024 – August 13, 2024): \$603,625 = 98%
 July Report (June 12, 2024 – July 9, 2024): \$378,79.00 = 94%

Expenses:

Month End Operating Expenses

November Report (October 9, 2024 – November 12, 2024): \$163,926.00
 October Report (September 11, 2024 – October 8, 2024): \$159,215.00
 September Report (August 14, 2024 – September 10, 2024): \$184,505.00
 August Report (July 10, 2024 – August 13, 2024): \$169,728.00
 July Report (June 12, 2024 – July 9, 2024): \$130,851.00

Fiscal YTD Expenses of Operating Budget

November Report (October 9, 2024 – November 12, 2024): \$963,473.00 = 117%
 October Report (September 11, 2024 – October 8, 2024): \$789,255.00 = 115%
 September Report (August 14, 2024 – September 10, 2024): \$630,140.00 = 114%
 August Report (July 10, 2024 – August 13, 2024): \$412,940.00 = 108%
 July Report (June 12, 2024 – July 9, 2024): \$273,318.00 = 99%

Net Operating Income (Loss)

The YTD FY25 Unaudited Net Operating Income

November Report (October 9, 2024 – November 12, 2024): \$348,260.00
 October Report (September 11, 2024 – October 8, 2024): \$241,733.00
 September Report (August 14, 2024 – September 10, 2024): \$184,667.00
 August Report (July 10, 2024 – August 13, 2024): \$190,685.00
 July Report (June 12, 2024 – July 9, 2024): \$105,475.00

Budgeted Debt Service & Short-Lived Assets (SLA): \$46,788.00 which transfers each month to Debt & Service accounts

Capital Expenses for the Period:

November Report (October 9, 2024 – November 12, 2024): \$72,967.00
 October Report (September 11, 2024 – October 8, 2024): \$2,400.00
 September Report (August 14, 2024 – September 10, 2024): \$10,065.00
 August Report (July 10, 2024 – August 13, 2024): \$760
 July Report (June 12, 2024 – July 9, 2024): \$0 (correct amount)

Net Income for the Period:

November Report (October 9, 2024 – November 12, 2024): (3,035.00)

October Report (September 11, 2024 – October 8, 2024): \$8,121.00
September Report (August 14, 2024 – September 10, 2024): (\$19,403)
August Report (July 10, 2024 – August 13, 2024): (\$3,222.00)
July Report (June 12, 2024 – July 9, 2024): \$8,383.00

(7:12 p.m.)

Trustee Oschwald made a motion to approve the profit and loss report pending audit. Trustee DiMarzio second the motion. The motion carried.

Bills List of Vendors – Total Payments to Vendors:

November Report (October 9, 2024 – November 12, 2024): \$245,935.68
October Report (September 11, 2024 – October 8, 2024): \$165,679.69
September Report (August 14, 2024 – September 10, 2024): \$246,966.47
August Report (July 10, 2024 – August 13, 2024): \$148,783.74
July Report (June 12, 2024 – July 9, 2024): \$137,808.26

Trustee DiMarzio made a motion to pay the bills. Trustee Moss second the motion. The motion carried. The motion carried.

VI. Operations Manager’s Report (Aaron Smith)

This is a summary of the water loss report this month:

Amount of Treated Water Treated and Sent to Distribution System (and Billing Cycle):

November Report (Sept. 24, 2024 – Oct. 23, 2024): 9,573,000 (29-day cycle)
October Report (Aug. 23, 2024 – September 23, 2024): 11,600,000 (32-day cycle)
September Report (July 23, 2024 – Aug. 23, 2024): 11,601,000 (31-day cycle)
August Report (June 20, 2024 – July 23, 2024): 13,630,000 (33-day cycle)
July Report (May 21, 2024 – June 20, 2024): 13,842,000 (30-day cycle)

Amount of Water Billed to Customers (this includes bulk water sales during this reporting period):

November Report (September 24, 2024 – October 23, 2024): 9,332,004
October Report (Aug. 23, 2024 – September 23, 2024): 11,673,000
September Report (July 23, 2024 – August 23, 2024): 10,767,000
August Report (June 20, 2024 – July 23, 2024): 12,875,000
July Report (May 21, 2024 – June 20, 2024): 12,583,000

Amount of Water Loss in Gallons and Percent:

November Report (September 24, 2024 – October 23, 2024): 240,996 (2.5%)
October Report (Aug. 23, 2024 – September 23, 2024): 27,000 (.23%)
September Report (July 23, 2024 – August 23, 2024): 10,767,000 (7.19%)
August Report (June 20, 2024 – July 23, 2024): 755,000 (5.54%)

July Report (May 21, 2024 – June 20, 2024): 1,259,000 (9.1%)

Amount of Water Loss in Gallons per Minute:

November Report (September 24, 2024 – October 23, 2024): 5.77 gallons/minute

October Report (Aug. 23, 2024 – September 23, 2024): .58 gallons/minute

September Report (July 23, 2024 – August 23, 2024): 18.68 gallons/minute

August Report (June 20, 2024 – July 23, 2024): 17.47 gallons/minute

July Report (May 21, 2024 – June 20, 2024): 29.14 gallons/minute

DISCLAIMER: No water from CWLP, South Sangamon Water Commission or customer billings served had any bearing on the determinations made in this report.

7:10 p.m.

1. Midwest Meter was contacted to do some troubleshooting.
2. The Ford F350 truck broke down. The crew suspects it could be the injection pump failing. This is a common problem with the 6.7 power stroke engines. The truck is being diagnosed for repair.
3. The District purchased a Ford F250 truck earlier in the year with a service box. It's ready to be picked up.
4. Hydro-Kinetics was contacted about a possible quote to replace the high service pump on Well #1. The District will also contact other companies.
5. The new chlorine analyzer was installed and is fully operational.
6. One easement for construction of a water main loop from Hazlett Road to Winch Road was signed and sent to the recorder's office.
7. A bid was prepared for the 850' water main extension on Spaulding Orchard Road.
8. Todd Folder and Lewis Wallbaum attended a Central Illinois Water Plant Operators Association (CIWPOA) training class in Raymond, Illinois, on VFDs (variable frequency drive) and Starters as well as the Lead Service Line Act (LSLA). More information on the LSLA may be accessed here: <https://epa.illinois.gov/topics/drinking-water/public-water-users/lead-service-line-information.html>
9. There were recall notices for the District's dump truck which are being addressed.

VII. Business Managers Report (Graff)

The liens for three parcels were discussed. It was the consensus of the board to approve the paperwork presented.

The office team is currently addressing any potential issues that may arise as a result of the updated data that is being utilized by the new billing software.

It was noted that in 2025, the Social Security administration will provide a 2.5% annual cost-of-living adjustment (COLA). Per the CGTPWD resolution that establishes rules, rates and regulations for the operation of CGTPWD, Resolution 2025-001, will be discussed at a later date.

The District's health insurance plan increased for 2025 by approximately 5.4%. Also, there will be an increased cost for employees' Delta Dental plans and Delta Vision plans next year. It was the consensus of the board to continue with BCBS.

(7:38 p.m.)

The December newsletter is being created. If any Trustees would like to submit information or articles, please contact Business Manager Graff.

Codification is pending the attorney from American Legal Publishing.

An updated ordinance on behalf of new services lines/new customers is being drafted.

Item	July	August	September	October	November
Monthly Disconnect Letters Sent	125	147	133	167	135
Disconnect Letters Sent Current FY	463	610	743	910	1,045
Currently Set for Disconnect	78	45	27	75	48
Disconnected - Still Off Since Last Month	2	1	1	1	2
Disconnect Fees Applied for Current	\$150 (3 x \$50)	\$250 (5 x \$50)	\$100 (2 x \$50)	\$100 (2 x \$50)	\$350 (7 x \$50)
Letters Sent to Update Contact Info	0	0	0	0	0
Contact Information Updated	0	0	0	0	3
Current Liens	15	14	13	13	13
Notice Letter to File Lien	1	0	0	0	0
New Liens Filed	0	0	0	0	0
Liens Filed Current Fiscal Year	0	0	0	0	0
Liens Released by FY	2	2	2	2	2
Total Cellular Meters	1,598	1,627	1,636	1,676	1,687
Manual Meters	192	183	183	182	181
Radio Meters	811	798	795	792	784
Deduct Meters Cellular Radio	44 Total 4 Cell/ 40 Radio	44 Total 4 Cell/40 Radio	44 Total 4 Cell/40 Radio	44 Total 4 Cell/ 40 Radio	44 Total 4 Cell/ 40 Radio
New Tap-ons	0	2	1	6	1
New Tap-ons YTD	2	4	5	11	12
Total Active Customers	2,546	2,569	2,569	2,573	2,575
New Accounts Created	12	10	10	9	8
New Accounts Created FY	27	37	47	56	64

(7:28 p.m.)

VIII. District Engineer's Report (Middendorf)

SRF 1 | Project #620-081

The IEPA construction permit submitted. Loan documents are proceeding. The planning documentation should be complete by the end of the year, which is in line for FY 2025 funding ranking.

SRF 2 | Project #620-082

The Water Tank Rehabilitations project is on the funding list.

SRF 3 | Project #620-083

The Curran Pressure Zone Improvements: preliminary plans are progressing.

Project 620-084.001 | Project 620-084.002

GIS Mapping Boundary; Hydraulic Analysis: MECO is reviewing discovery and interrogatory responses.

Project 620-086; -001; 002

Project: Curran Watermain Loop. The preliminary layout is complete, but pending receipt of requested ROW documentation from RailPros (for more company information, please visit <https://railpros.com/our-story/>). Will schedule topography survey once ROW data is acquired.

Project 620-087; -001; 002

Project: Winch Lane Watermain Loop. The preliminary layout is complete. MECO will work with CGTPWD staff for field topographical data. The permit application will be ready to go next week.

IX. Chair, Vice Chair and Committee Reports

- a.) Chair (Mitchell): He thanked everyone for their continued support of the ongoing projects. He is working with Attorney Harris closely and will give a report in Executive Session.
- b.) Vice Chair (Irwin): He stated he would like to discuss litigation matters in Executive Session.
- c.) Finance (Oschwald/DiMarzio): Trustees will yield to New Business.
- d.) Planning (Mitchell/Moss): no report.
- e.) Personnel (Mitchell/Moss): no report.
- f.) Systems Oversight (Irwin/Benanti): no report.

g.) Policy and Procedures (Irwin/Benanti): no report.

h.) Ordinance Committee (Mayes/Oschwald): They are waiting for codification.

X. New Business

a. Budget Amendment #3

A budget amendment was needed to ensure that expenditures made during this fiscal year are supported by the budget. This will help with next year's working budget cycle and appropriately prioritize costs for projected project cost adjustments. It will be discussed at a later date.

b.) Audit

The annual financial report and independent auditors' report was presented in 'draft' form for the timeframe of April 30, 2024 and 2023. It included:

1. Statements of net position
2. Statements of revenues, expenses and changes in net position
3. Statements of cash flows
4. Notes to financial statements
5. Schedule of changes in net pension liability and related ratios
6. Schedule of employer pension contributions
7. Schedule of ordinance required information
8. Schedule of insurance coverage

Trustee Oschwald made a motion to have Chairman Mitchell sign the Audit Letter. Trustee DiMarzio second the motion. A roll call vote was taken;

Chairman Mitchell: Yes
Vice Chair Irwin: Yes
Trustee Oschwald: Yes
Trustee Mayes: Yes
Trustee Moss: Yes
Trustee Benanti: Yes
Trustee DiMarzio: Yes

With seven yes votes, the motion carried

The final audit will be reviewed and voted upon at the December 10, 2024, Regular Meeting.

c.) Easement Release Ordinance

The easement release ordinance was discussed. This will abandon a water service line easement on Farley Road.

Vice Chair Irwin made a motion to approve Ordinance 72 that releases the easement. Trustee DiMarzio second the motion. Chairman Mitchell conducted a roll call vote:

Chairman Mitchell: Yes
Vice Chair Irwin: Yes
Trustee Oschwald: Yes
Trustee Mayes: Yes
Trustee Moss: Yes
Trustee Benanti: Yes
Trustee DiMarzio: Yes

With seven yes votes, the motion carried.

d.) Lime Sludge Removal Contract

Operations Manager Aaron Smith opened all three sealed lime sludge removal bids at 8:04 p.m. in front of the CGTPWD Trustees. These bids were for a 2-year contract for the fall of 2025 and fall of 2026 which included a “per gallon of slurry” quote that encompassed laboratory testing and mobilization/transportation of slurry.

The three bids included:

Metro Ag, Breese, IL, metroag.com: \$.088/gallon

J. Oros Environmental, 14933 Moore Cemetery Rd, Carlinville, IL, j-oros.com: \$.085/gallon

Stewart Spreading, Sherman, stewartspreading.com: \$.152/gallon

Vice Chair Irwin made a motion to approve the lowest bid which was *J. Oros Environmental*. Trustee Oschwald second the motion. Chairman Mitchell conducted a roll call vote:

Chairman Mitchell: Yes
Vice Chair Irwin: Yes
Trustee Oschwald: Yes
Trustee Mayes: Yes
Trustee Moss: Yes
Trustee Benanti: Yes
Trustee DiMarzio: Yes

With seven yes votes, the motion carried.

XI. Guests - none

XII. Executive Session

Vice Chair Irwin made a motion to go into Executive Session. Trustee Oschwald second the motion. Chairman Mitchell conducted a roll call vote:

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

Trustee Benanti: Yes

Trustee DiMarzio: Yes

With seven yes votes, the motion carried.

(Board Exits Room at 8:17 p.m.)

(Board Returns to Room at 8:59 p.m.)

Trustee Moss made a motion to return to Regular Session. Chairman Mitchell second the motion. Chairman Mitchell conducted a roll call vote:

Chairman Mitchell: Yes

Vice Chair Irwin: Yes

Trustee Oswald: Yes

Trustee Mayes: Yes

Trustee Moss: Yes

Trustee Benanti: Yes

Trustee DiMarzio: Yes

With seven yes votes, the motion carried.

Chairman Mitchell said personnel matters were discussed during executive session along with litigation matters.

XIV. Adjournment

Vice Chair Irwin made a motion to adjourn at **9:01 p.m.** Trustee DiMarzio second the motion. The motion carried.