

Curran-Gardner Townships Public Water District
3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981
Tuesday, August 13, 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 (excused), Treasurer Stacy Stremsterfer, and Secretary Jessica Ryg

Guests: Todd Folder

I. Call to Order: Chairman called the meeting to order at 7:03 p.m.

II. Pledge of Allegiance (said in the previous meeting)

III. Secretary (Jessica Ryg)

Trustee Oschwald made a motion to approve the June 11, 2024, Regular Meeting Minutes with one change. Trustee Mark DiMarzio second the motion. The motion carried.

Trustee Oschwald made a motion to approve the July 9, 2024, Regular Meeting Minutes with two changes. Trustee Wayne Benanti second the motion. All Trustees voted yes with Trustee Bill Moss voting present since he was unable to attend the meeting. The motion carried.

IV. Guests/Visitors: none

V. Treasurer (Stremsterfer)

The CGTPWD Budget Report reflects 3 months or 25% of FY'25 activity. Treasurer Stremsterfer gave the following Income and Expenses Report for July of 2025:

Income

Month End District Water Income:

August Report (July 10, 2024 – August 13, 2024): \$188,789
July Report (June 12, 2024 – July 9, 2024): \$159,855.00
June Report (May 14, 2024 – June 11, 2024): \$208,517.00

Fiscal YTD Water Income:

August Report (July 10, 2024 – August 13, 2024): \$537,500.00
July Report (June 12, 2024 – July 9, 2024): \$317,154.00
June Report (May 14, 2024 – June 11, 2024): \$208,517.00

Month End District Income - Including Other Income:

August Report (July 10, 2024 – August 13, 2024): \$214,055
July Report (June 12, 2024 – July 9, 2024): \$186,022.00
June Report (May 14, 2024 – June 11, 2024): \$230,287.00

Fiscal YTD for all income:

August Report (July 10, 2024 – August 13, 2024): \$603,625 = 98%
July Report (June 12, 2024 – July 9, 2024): \$378,79.00 = 94%

June Report (May 14, 2024 – June 11, 2024): \$230,287.00

Expenses:

Month End Operating Expenses:

August Report (July 10, 2024 – August 13, 2024): \$169,728.00

July Report (June 12, 2024 – July 9, 2024): \$130,851.00

June Report (May 14, 2024 – June 11, 2024): \$140,376.00

Fiscal YTD Expenses (of operating budget):

August Report (July 10, 2024 – August 13, 2024): \$412,940.00 = 108%

July Report (June 12, 2024 – July 9, 2024): \$273,318.00 = 99%

June Report (May 14, 2024 – June 11, 2024): \$140,376.00 = 11%

Net Operating Income (Loss)

The YTD FY25 Unaudited Net Operating Income:

August Report (July 10, 2024 – August 13, 2024): \$190,685.00

July Report (June 12, 2024 – July 9, 2024): \$105,475.00

June Report (May 14, 2024 – June 11, 2024): \$89,911.00

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

Capital Expenses for the Period:

August Report (July 10, 2024 – August 13, 2024): \$760

July Report (June 12, 2024 – July 9, 2024): \$0 (correct amount)

June Report (May 14, 2024 – June 11, 2024): \$0 (correct amount)

Net Income for the Period:

August Report (July 10, 2024 – August 13, 2024): -3,222.00

July Report (June 12, 2024 – July 9, 2024): \$8,383.00

June Report (May 14, 2024 – June 11, 2024): \$42,194.00

Trustee Oswald double checked on a previously issued vendor check.

Trustee Oswald made a motion to accept the treasurer's report pending audit. Trustee DiMarzio second the motion. The motion carried.

Bills List of Vendors – Total Payments to Vendors:

August Report (July 10, 2024 – August 13, 2024): \$148,783.74

July Report (June 12, 2024 – July 9, 2024): \$137,808.26

June Report (May 14, 2024 – June 11, 2024): \$158,180.34

Trustee DiMarzio made an inquiry on the ACH payments. Currently, there are ten to eleven ACH bills that accept automatic deductions. There are 9 revolving accounts that do not accept ACH payments.

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

(7:20p.m.)

VI. Operations Manager's Report (Aaron Smith)

Summary of amount of water treated during June 20, 2024 – July 23, 2024, and sent to the distribution system compared to other months:

Amount of Treated Water Treated and Sent to Distribution System:

August Report (June 20, 2024 – July 23, 2024): 13,630,000 (33-day billing cycle)

July Report (May 21, 2024 – June 20, 2024): 13,842,000 (30-day billing cycle)

June Report (April 23, 2024 – May 21, 2024): 10,118,000 (29-day billing cycle)

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

August Report (June 20, 2024 – July 23, 2024): 12,875,000

July Report (May 21, 2024 – June 20, 2024): 12,583,000

June Report (April 23, 2024 – May 21, 2024): 9,348,434 gallons

Amount of Water Loss in Gallons and Percent:

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%)

June Report (April 23, 2024 – May 21, 2024): 769,566 (7.61%)

Amount of Water Loss in Gallons per 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

June Report (April 23, 2024 – May 21, 2024): 18.42 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.

Gardner Township unintentionally hit the water main on Old Covered Bridge Rd. water main while replacing a culvert. The water main had a large tree root next to it causing a visibility issue. The main was repaired, and a boil order was issued. Samples were taken and passed; thus the boil order was lifted.

There is a leak developing on the new water treatment plant’s pipe flange joint. It is in the process of being repaired in-house.

The District resolved an Illinois Department of Labor citation resulting in no monetary fine.

Six new water services were installed. There were four 1” services and two 2” services.

Oros Environmental completed a lagoon clean out of 326,537 gallons of lime sludge.

There was a raw water flow test performed at the treatment plant on Wells 2, 5, 6, and 7 resulting in a combined flow of 770 GPM. Well #1 was not included since it’s temporarily out of service.

The chlorine gas detector’s sensor and alarm were replaced.

Operations Manager Smith was asked if the high service pumps had been delivered and installed. He said they had not.

VII. Business Manager’s Report (Cherril Graff, excused)

A lien was recovered in the amount of \$1,920.00.

The new billing software is being tested since all data has been imported. The goal is to go live on Tuesday, September 3, 2024.

The District is waiting for American Legal’s attorney to review our codification edits.

<i>Office Action Item:</i>	<i>April 4/9/2024.</i>	<i>May 05/14/2024</i>	<i>June 6/11/2024</i>	<i>July 7/2/2024</i>	<i>August 8/11/2024</i>
Monthly Disconnect Letters Sent	159	193	145	125	147
Disconnect Letters Sent Current Fiscal Year	1680	193	338	463	610
Customers Currently Set for Disconnect	62	4	32	78	45
Disconnects Still Shut-off from Last Month	1	3	4	2	1
Disconnect Fees Applied for Current Billing Period	\$600 (12x\$50)	\$500 (10x\$50)	\$50 (1x\$50)	\$150 (3 x\$50)	\$250 (5 x \$50)
Letters Sent to Update Contact Info.	0	0	0	0	0

Contact Information Updated	0	0	0	12	0
Current Liens	17	15	15	15	14
Notice Letter(s) Sent to File Lien	0	0	1	1	0
New Liens Filed This Mo.	0	0	0	0	0
New Liens Filed Current Fiscal Year	8	0	0	0	0
Leins Released this Month	0	2	0	0	1 (\$1,920 collected)
Liens Released Current Fiscal Year	6	0	0	0	1 (\$1,920 collected this FY)
Total Cellular Meters Installed	1533 (+0)	1565 (+32)	1581 (+16)	1598 (+17)	1627 (+29)
Manual Meters	229	229	210	192	183
Radio Meters	839	840	813	811	798
Total Deduct Meters/Cellular Meters/Radio Meters	43/3/40	43/3/40	43/3/40	44/4/40	44 total/4 cellular/40 radio
New Tap-ons this Month	1	2	0	0	2
New Tap-ons YTD	8	2	2	2	4
Total Active Customers	2559	2561	2565	2564	2569
New Accounts Created	4	11	4	12	10
New Accounts Created Fiscal Year '24	114	11	15	17	37

VIII. District Engineer's Report (Middendorf)

2023 SRF Projects

SRF 22.01: Project Summary and Preliminary Environmental Impacts Determination (PEID) was issued by IEPA. The public hearing is on August 13, 2024. There is a 10-day comment period, then the minutes and comments are forwarded to the IEPA. The IEPA construction permit application will be submitted next. Planning documentation should be complete by the end of the year; in line for FY2025 funding ranking. Funding nominations were resubmitted for this project (SRF 22.01)

SRF 22.02: This project is on the 2024 funding request list. Funding nominations were resubmitted for this project (SRF 22.02).

SRF 22.03: MECO reviewed tank site with CGTPWD representatives. It's in the preliminary design phase.

GIS Mapping; Boundary; Hydraulics Analysis:

The GIS project continues. The final engineering summary by Bolton and Menk was received.

There has been continued communication regarding task items between MECO and CGTPWD.

Water Main for Curran, IL:

The Village of Curran is working with CGTPWD on water main improvements. Construction permits will be acquired from the IEPA, Norfolk Southern NS Railroad, and Illinois Western Railroad.

Trustee Benanti and other board members asked specific looping and mapping questions of Engineer Middendorf.

MECO will work with CGTPWD to explore viable mapping options and solutions.

New Commercial Developments:

There is a new gymnastics center that is being constructed within the boundaries of the CGTPWD. To everyone's best knowledge, the Sangamon County Commission Board hasn't listed this piece of property on their agenda.

Capital Planning:

MECO met with CGTPWD staff to review needs assessments and prioritization of infrastructure repair and improvements. They are working on compiling project scope for Curran loop and Hazlett/Winch loop.

IX. Chairman, Vice Chairman and Committee Reports

- a) Chairman Mitchell – Former Trustee Rose Hammitt passed away on July 19th. Chairman expressed his deepest sympathies and kindness sentiments about Rose's commitment to her board position. Her legacy can be found here: <https://www.sj-r.com/obituaries/pils0890818>.

There is constant contact between the District Attorney and Botlen & Menk.

- b) Vice Chair Irwin – There was a Zoom meeting with the forensic financial auditor Lane Hutchins, CPA, of Murphysboro, IL.
- c) Finance Committee (Oschwald/DiMarzio) – Finance Committee (Oschwald/DiMarzio) – The FY24 audit began. The current budgeted line item for debt service may be increasing as a result of our SRF loan requests. As a result, our existing financial lending partners have been consulted as required in our bond covenants. All agreed that the SRF projects are system improvement projects. However, we are still mandated to maintain a 1.20x debt service coverage ratio.
- d) The new audit began. The current budget line item for lending may be increasing, so our financial lending partner was consulted. All of the SRF projects are system improvement projects.
- e) Planning Committee (Mitchell/Moss) - no report.
- f) Personnel Committee (Mitchell/Moss) - no report.
- g) Systems Oversight (Irwin/Benanti) – no report.
- h) Policy and Procedures (Irwin/Benanti) – no report.
- i) Ordinances Committee (Mayes/Oschwald) – no report.

(7:55 p.m.)

X. New Business

Bolton & Menk Amendment:

Bolton & Menk concluded their extensive GIS mapping and data report. They have been asked by legal counsel to expand their scope of work beyond what both parties agreed to in September 2023. Vice Chair Irwin made a motion to engage Bolton & Menk to expand their scope of work as outlined in their proposal of September 9, 2024, not to exceed \$48,500. Trustee Moss second the motion. Chairman Mitchell asked for a roll call vote:

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

With seven yes votes, the motion passed.

Trustee Oschwald asked Vice Chairman Irwin to include this on the September agenda under New Business an amendment to the 2024-2025 Budget for Bolton & Menk.

XI. Guests – none.

XII. Executive Session

Vice Chair Irwin made a motion to go into executive session. Trustee Oschwald second the motion. Chairman Mitchell asked for a roll call vote:

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

With 7 yes votes, the motion carried.

(7:59 p.m.)

XIII. Return to Open Meeting

(8:19 p.m.)

Vice Chair Irwin made a motion to return to regular session. Trustee Oschwald second the motion. Chairman Mitchell called for a roll call vote:

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

With 7 yes votes, the motion carried.

Chairman Mitchell reported that litigation and a review of past executive session minutes were discussed during executive session.

Trustee Oschwald made a motion to hold the January 2, 2024, Executive Meeting Minutes. Trustee DiMarzio second the motion. Chairman Mitchell called for a roll call vote:

Chairman Mitchell: Yes
Vice Chair: Yes
Trustee Moss: Yes
Trustee Mayes: Present (Trustee was not appointed during this timeframe)
Trustee Oschwald: Yes
Trustee Benanti: Present (Trustee was not appointed during this timeframe)
Trustee DiMarzio: Yes

With 5 yes votes and 2 present votes, the motion carried.

Trustee Oswald made a motion to hold the January 9, 2024, Executive Meeting Minutes. Trustee DiMarzio second the motion. Chairman Mitchell called for a roll call vote:

Chairman Mitchell: Yes
Vice Chair: Yes
Trustee Moss: Yes
Trustee Mayes: Yes
Trustee Oswald: Yes
Trustee Benanti: Present (Trustee was not appointed during this timeframe)
Trustee DiMarzio: Yes

With 6 yes votes and 1 present vote, the motion carried.

Trustee Oswald made a motion to hold the February 13, 2024, Executive Meeting Minutes and the July 9, 2024 Executive Meeting Minutes. Trustee DiMarzio second the motion. Chairman Mitchell called for a roll call vote:

Chairman Mitchell: Yes
Vice Chair: Yes
Trustee Moss: Yes
Trustee Mayes: Yes
Trustee Oswald: Yes
Trustee Benanti: Yes
Trustee DiMarzio: Yes

With 7 yes votes, the motion carried.

Trustee Mayes asked about IMRF, healthcare increased funding needed for the new employee. There will be an amendment for the budget added to next month's agenda.

XIV. Adjournment

Vice Chair Irwin made a motion to adjourn. Trustee DiMarzio second the motion. The motion carried. The Board adjourned at **8:22 p.m.**