

**Curran-Gardner Townships Public Water District**  
**3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981**  
**Tuesday, March 14, 2023 – 7:00 p.m. – Regular Board Meeting**

Members: Chairman James Mitchell, Vice Chair Don Davis, Trustee Eric Oschwald, Trustee Bill Moss, Trustee Diana Valois, Trustee Mark DiMarzio, Trustee Mike Irwin, Operations Manager Aaron Smith (excused), Engineer Max Middendorf, Treasurer Mary Ann Becker, Business Manager Cherril Graff and Secretary Jessica Ryg

*Guests: Todd Folder and Ben Bagby*

**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 Irwin made a motion accept the February 14, 2023, Regular Meeting Minutes. Trustee Oschwald second the motion. The motion passed with Trustee Moss voting present.

**IV. Treasurer (Mary Ann Becker)**

The CGTPWD Budget Report reflects 10 months or 82% of FY'23 activity. Treasurer Becker gave the following Income and Expenses Report for February of 2023:

**Income**

Month End District Water Income: \$142,111

Fiscal YTD Water Income: \$1,535,172

Month End District Income (including other income): \$176,395

Fiscal YTD for all income: \$1,797,644 = 87% of the Budget

**Expenses**

Month End Operating Expenses: \$83,859

Fiscal YTD Expenses: \$998,127 = 78% of the Operating Budget

**Net Operating Income (Loss)**

The YTD FY23 Unaudited Net Operating Income: \$799,517

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

Capital Expenses for the Period: \$5,126

Net Income for the Period: \$39,693

**Bills** – Total Payments to Vendors (February 15, 2023 – March 14, 2023): \$98,610.83

Treasurer Becker provided the Board with an audited Operating Balance Sheet ending February 28, 2023. She distributed the Reserves & Debt Funds Balance Sheet plus the Quarterly Profit and Loss Sheet ending February 28, 2023.

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

Trustee Oschwald made a motion to pay the District's bills at \$98,610.83. Trustee DiMarzio second the motion. The motion carried.

## **V. Operations Manager's Report (Aaron Smith - excused)**

Water loss report for January 24, 2023 – February 24, 2023:

Amount of Treated Water Sent to Distribution System: 13,027,000 gallons (Note: This was a 31-day billing cycle.)

Amount of Water Billed to Customers: 11,651,000 gallons. This includes bulk water sales during this reporting period (Note: 3,271,000 gallons for Pleasant Plains which has been billed and paid.)

Amount of Water Loss: 10.56%

Amount of Water Loss: 1,376,000 gallons

Amount of Water Loss by Gallons per Minutes: 30.82 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.*

Matt Hermis and Operations Manager Smith attended Illinois Rural Water Associations annual technical conference. They offered an operators certification short course, with an IEPA certification test afterward, to which both participated in as well as IEPA regulatory updates, tower and tank maintenance, lead service line inspections.

The Moore Road property owner's power of attorney contacted Operations Manager Smith and asked the for a replacement easement form.

A Sangamon County Detective is investigating an employee's personal vehicle stolen from the property at CGTPWD.

Well 7: The water main has been connected to the well. Electrician Joe Lee was notified that we have a short section of conduit left to install and will be ready for power. Mr. Lee said that he would order the wire. The meter for Well 7 has also been ordered.

The fill hose at the Bradfordton water tower broke again. The District is studying the situation to reconfigure it in order to make it sturdier.

The Pleasant Plains Interconnect is on. They have used appx. 6,398,000 gallons.

## **VI. Business Manager Graff**

Security cameras have been an asset to the ongoing investigation with the Sangamon County Detective.

Sangamon County Reclamation District (SCWRD) notified CGTPWD that effective May 1, 2023, of a rate increase for sewer services. The flat fee will be increased to \$13.95 and the fee per 1,000 gallons will be \$8.69. A newsletter will be prepared for the April billing and an notification will appear to customers on the March and May billing.

Lead and Copper pipe survey: As of February 14, 2023, there are 1,034 pipe surveys received.

Statistics:

Office Action Item:	Quantity:	Date:
Initial Disconnect Letters Sent (January)	115	03/01/2023
Disconnect Letters Sent 5/1/22 – 12/31/22	1,405	03/14/2023
Customers Currently Set for Disconnect	9	03/14/2023
Disconnects Still Shut-off from Last Month	2	03/14/2023
Disconnect Fees Applied for Current Billing Period	\$50 (1 x \$50)	03/14/2023
Letters Sent to Update Contact Info.	0	03/14/2023
Contact Information Updated	1	03/14/2023
Current Liens	18	03/14/2023
Notice Letters Sent to File Lien	0	03/14/2023
New Liens Filed	7	03/14/2023
Liens Recently Released (February)	0	03/14/2023
Liens Released 5/1/2022 – 2/28/2023	0	03/14/2023
Total Cellular Meters Installed	1,377	03/14/2023
Manual Meters	281	03/14/2023
Radio Meters	928	03/14/2023
Deduct Meters/Cellular Meters/Radio Meters/Manual	42/2/39/1	03/14/2023
New Tap-ons (January)	0	03/14/2023
New Tap-ons 5/1/22 – 1/31/23	16	03/14/2023
Total Active Customers	2,549	03/14/2023
New Accounts Created (January)	6	03/14/2023
New Accounts Created 5/1/22 – 1/31/23	111	03/14/2023

## VII. Engineer's Report (Middendorf)

Environmental clearance for CGTPWD: The mandated public notice will be followed, and proof of publication will be turned into IEPA (for purposes of the “intended use” list).

2022 SRF Projects:

SRF 22.01: Well Field Improvements: Pending SRF financial review.

SRF 22.02: Water Tank Rehabilitations: Project plan and funding reservation was submitted to IEPA SRF. Design documents are proceeding for construction permit application. This should make March 31, 2023, cut-off date.

SRF 22.03: Curran Pressure Zone Improvements: The design scope is pending.

It was noted that all agencies in-line for this opportunity will write a statement of projects. In addition, an update was given regarding Larry Conrad (archeologist). The State Historic Preservation Office (SHPO) and IEPA was contacted on this.

A discussion was made on the GIS Mapping Boundary Hydraulics Analysis. It included the topics of data inventory, planning data collection for GIS and such.

### **VIII. Guests**

CGTPWD Customer: Ben Bagby addressed the CGTPWD Board about Ordinance 59. He would like a copy of it listed on the website. The Board let him know that they will be posting all ordinances through the American Legal Publishing Company (please see November 2022 Regular Meeting Minutes on the American Legal Publishing Company). He also suggested: “Public Comment Period” instead of “Guests” in the future.

### **IX. Chairman, Vice Chair and Committee Reports**

- a. Chairman (Mitchell): No updates from the City of Springfield on the Intergovernmental Agreement.
- b. Vice Chair (Davis): He noted to change the agenda from guests to guests/public comments.
- c. Finance (Oswald/DiMarzio): The budget process begins. Operations Manager Smith submitted his wish list to the Finance Committee.
- d. Planning (Valois/Mitchell): none.
- e. Personnel (Mitchell/Moss): none.
- f. Systems Oversight (Davis/Irwin): none.
- g. Policy and Procedures (Valois/Irwin): none.
- h. Ordinance Committee (Mitchell/Oswald): The American Legal Publishing Company will be scanning the ordinances and publishing them.

### **X. New Business**

Former CGTPWD Board Member Brad Nicholson passed away. His obituary may be accessed here: [www.dignitymemorial.com/obituaries/springfield-il/bradley-nickelson-11189536](http://www.dignitymemorial.com/obituaries/springfield-il/bradley-nickelson-11189536)

Chairman Mitchell thanked Trustee Mike Irwin for bringing pie in honor of National Pi Day (3.14).

### **XI. Guests – none**

### **XII. Executive Session**

**XIII. Return to Open Meeting**

**XIV. Adjournment: Adjourning at 7:44 p.m.**