

**Curran-Gardner Townships Public Water District  
3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981  
Tuesday, December 13, 2022 – 7:00 p.m. – Regular Board Meeting**

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

*Guests: Todd Folder and Wayne Benanti*

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

**II. Pledge of Allegiance**

**III. Secretary (Jessica Ryg)**

Regular Meeting Minutes for *October 11, 2022*: Trustee Irwin made a motion to approve the minutes as amended. Vice Chair Davis second the motion. The motion carried.

Regular Meeting Minutes for *November 15, 2022*: Trustee Oschwald made a motion to approve the minutes as amended. Vice Chair Davis second the motion All Trustees voted yes, except Trustee Moss who voted present since he was excused from the November meeting.

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

The CGTPWD Budget Report reflects 7 months or 58% of FY'23 activity. Treasurer Becker gave the following Income and Expenses Report for November of 2022:

**Income**

Month End District Water Income: \$141,289

Fiscal YTD Water Income: \$1,082,985

Month End District Income (including other income): \$157,215

Fiscal YTD for all income: \$1,276,224 = 61% of the Budget

**Expenses**

Month End Operating Expenses: \$69,797

Fiscal YTD Expenses: \$640,016 = 50% of the Operating Budget

**Net Operating Income (Loss)**

The YTD FY23 Unaudited Net Operating Income: \$636,208

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

Capital Expenses for the Period: \$9,300

Net Income for the Period: \$30,401

**Bills** – Total Payments to Vendors (November 16, 2022 – December 13, 2022):  
\$131,327.14

Treasurer Becker provided the Board with an audited Operating Balance Sheet ending November 30, 2022. She distributed the Reserves & Debt Funds Balance Sheet plus the Quarterly Profit and Loss Sheet ending November 30, 2022.

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

Trustee Oswald made a motion to pay the District's bills at \$131,327.14. Vice Chair Davis second the motion. The motion carried.

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

Water loss report for October 19, 2022 – November 17, 2022:

Amount of Treated Water Sent to Distribution System: 9,805,000  
gallons (Note: This was a 30-day billing cycle.)

Amount of Water Billed to Customers: 8,583,000 gallons. This includes bulk water sales during this reporting period.

Amount of Water Loss: 12.4%

Amount of Water Loss (gallons): 1,222,000

Amount of Water Loss by Gallons per Minutes: 28.28 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.*

The operations crew diagnosed and resolved a lime batch mixing tank issue.

Well 7: Excavation began at the well and the meter vault location. Rock was installed and compacted for the footing. The meter vault was placed.

Oros Environmental removed 345,117 gallons of sludge was removed.

The Cedarhurst meter was flow tested by Midwest Meter.

The fuel tank under the backup generator at the treatment has a new fuel tank.

## VI. Business Manager's Report (Cherril Graff)

### Statistics:

Office Action Item:	Quantity:	Date:
Initial Disconnect Letters Sent	131	12/10/2022
Customers Currently Set for Disconnect	34	12/12/2022
Disconnects Still Shut-off from Last Month	0	12/13/2022
Disconnect Fees Applied for Current Billing Period	\$250 (5 x \$50)	11/15/2022
Letters Sent to Request Contact Info. Updated	0	n/a
Current Liens	15	12/12/2022
Notice Letters Sent to File Lien	2	12/8/22
New Liens Filed	0	n/a
Liens Recently Released	0	12/13/2022
Total Cellular Meters Installed	1356	12/13/2022
Manual Meters	281	12/13/2022
Radio Meters	952	12/13/2022
Deduct Meters/Cellular Meters/Radio Meters/manual	42/2/39/1	12/12/2022
New Tap-ons (October)	0	12/13/2022

Pipe Survey: There is a new pipe survey developed by the CGTPWD office staff in conjunction with Levi, Ray and Shoup Technology Solutions (LRS), 2401 West Monroe Street, Springfield, IL, 62704. This information is mandated by the federal government, so the office encourages customers and board members to fill it out. Currently there are 292 responses. Please visit [www.currangardner.com](http://www.currangardner.com) to do so.

## VII. Engineer's Report (Max Middendorf)

Osage Nation has a list of approved archeologists. There is a local archaeologist (Larry Conrad) who was asked to perform inspections. He is on the approved list. However, Osage Nation questioned how many ft. deep our future line will go through the Sangamon River. Engineer Middendorf is working on a response.

It was noted that Well 7 is 55-ft. deep. The installation of piping and wiring at Well 7 are pending weather.

SRF 22.01: Well Field Improvements: Same as last month. No changes.

SRF 22.02: Water Tank Rehabilitations: Same as last month. No changes.

SRF 22.03: Curran Pressure Zone Improvements: Same as last month. No changes.

Engineer suggested to the Board that it would be good protocol to run a fiber line that allows a strong video feed under Sangamon River that could view the wells.

## VIII. Guests – n/a

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

- a. Chairman (Mitchell): It was suggested to have a review of the security cameras and perhaps add additional cameras under the river, etc.
- b. Engineer Max Middendorf said that pipe pricing is beginning to stabilize.
- c. Vice Chair (Davis): His said his issue will be discussed in executive session.
- d. Finance (Oschwald/DiMarzio): n/a
- e. Planning (Valois/Mitchell): n/a
- f. Personnel (Mitchell/Moss): n/a
- g. Systems Oversight (Davis/Irwin): n/a
- h. Policy and Procedures (Valois/Irwin):n/a
- i. Ordinance Committee (Mitchell/Oschwald): Chairman Mitchell said that Business Manager Graff continues to research ordinance compilation.

### **X. New Business**

Approval of Documentation and Analysis of the Water Distribution System Project.

The Board discussed MECO's multi-year service contract options. The Board agreed that Chairman should engage in MECO Engineering's plan to evaluate the capacity and development scenarios in an effort to have a long-range plan. MECO's work will include mapping field locations and existing mains plus incorporation of multiple pieces of data into a GIS (Geographic Information Systems) database to facilitate hydraulic modeling scenarios. Trustee Oschwald made a motion to approve this contract and Vice Chair Davis second it. Chairman Mitchell called for a roll call vote:

1. Trustee Irwin: Yes
2. Trustee DiMarzio: excused
3. Trustee Valois: Yes
4. Chairman Mitchell: Yes
5. Vice Chair Davis: Yes
6. Trustee Moss: Yes

With six votes, the motion carried.

**(7:52 p.m.)**

### **XI. Guests – n/a**

### **XII. Executive Session**

- a. Personnel Matters
- b. Litigation Matters

Trustee Irwin made a motion to go into Executive Session. Trustee Oschwald second it. Chairman Mitchell called for a roll call vote:

1. Trustee Irwin: Yes
2. Trustee DiMarzio: excused
3. Trustee Valois: Yes

4. Chairman Mitchell: Yes
5. Vice Chair Davis: Yes
6. Trustee Moss: Yes

With six votes, the motion carried.

(Board exited the room at 7:55 p.m.)

(Board entered the room at 8:47 p.m.)

### **XIII. Return to Open Meeting**

Trustee Irwin made a motion to back into Regular Session. Trustee Valois second it. Chairman Mitchell called for a roll call vote:

1. Trustee Irwin: Yes
2. Trustee DiMarzio: excused
3. Trustee Valois: Yes
4. Chairman Mitchell: Yes
5. Vice Chair Davis: Yes
6. Trustee Moss: Yes

With six votes, the motion carried.

Chairman Mitchell said that personnel matters were discussed in Executive Session.

### **XIV. Adjournment**

The Board adjourned at **8:49 p.m.**