

**Curran-Gardner Townships Public Water District (CGTPWD)
3384 Hazlett Road
Springfield, Illinois 62707
217-546-3984**

Tuesday, January 10, 2017 - 7:00 p.m. – Regular Meeting

Audio for this meeting can be found here: <http://www.currangardner.com/>

Present: Chairman James Mitchell, Vice Chair Todd Folder, Trustee Dennis Dorr, Trustee Jim Mayes, Trustee Eric Oschwald, Trustee Diane Valois, Trustee Rose Hammitt, Engineer Middendorf, Operations Manager Nelson, Treasurer Katherine Elsner, Secretary J. Ryg, Business Manager Graff.

Guests: None in the first half, Wayne Benanti in the second half.

I. Call Meeting to Order and Pledge of Allegiance

II. Board Secretary

Trustee Folder made a motion to table the December 13, 2016 minutes. Trustee Mayes second the motion. There was some discussion on edits. The motion passed.

A motion was made by Trustee Valois to accept the December 20, 2016 minutes with changes. Trustee Mayes second the motion. The motion passed with Trustee Dorr voting present since he was excused by Attorney Buerkett.

III. Treasurer

We are at month 8 or 67% into our Fiscal Year 2017. This budget report reflects information from December 14, 2016, through January 10, 2017.

During this timeframe:

Water Income: \$95,021

YTD Water Income: 1,025,922

Total Income: \$138,501

Total FY: \$1,340,295 (70% of Budget)

Expenses: \$133,012

YTD Total Expenses: \$1,250,650 (73% of Budget [Plant Expansion and New Berlin Project Included])

Notable Expense: Line Item #5050 CGTPWD Insurance Renewal: \$13,479

Unaudited Net Income Gain: \$94,004

Bill List: \$97,586

A motion was made by Trustee Dorr to accept the budget report pending audit. Trustee Hammitt second the motion. The motion passed.

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

IV. Operations Manager's Report

The New Berlin Project was slowed by the weather and holidays. The disinfection building is almost complete (pending the heating and cooling unit). The booster pump units will arrive this week. Weather permitting, this project could be completed by thirty to forty-five days.

The Water Well Solutions company rehabbed Well #6. A new pump and motor were installed. By using this company, it saved CGTPWD thousands of dollars.

There is a leak in the tower. The warranty on the tower is expired. Caldwell Tank was contacted along with Utility Service Group. Since Caldwell Tank has not responded to phone calls, so Utility Service Group will inspect the leak this week to determine how to rectify the situation.

The aged fence at Farmingdale Tower was removed.

The annual Tier II Chemical Storage Report for the Illinois Emergency Management Agency was accepted.

Illinois Senate Bill 550 was passed by the 99th General Assembly.

http://www.ilga.gov/legislation/BillStatus_pf.asp?DocNum=550&DocTypeID=SB&LegID=84513&GAID=13&SessionID=88&GA=99 It allows the state to amend acts and adopt rules concerning water testing by each school district. It contains provisions for sampling, testing and analysis in schools. Also, included in the bill was a mandate to annually report inventory of components within the water systems (Cast Iron, PVC, A/C pipe, Copper services, plastic services, etc.). Operations Manager Wayne Nelson thanked Illinois Rural Water Association Executive Director Frank Dunmire and IRWA lobbyist Steve Longhta for staying on top of this important bill to protect our customers and the multifaceted water distribution system.

V. Business Manager's Report

District Liability Insurance – Selective Insurance (Workers Compensation Insurance through Troxell) has increased annually by 3.2%. Also, the commercial line of insurance increased by 5.4% too.

A cyber coverage endorsement by Troxell was initiated by CGTPWD to process credit card payments online.

Our office officially accepted credit cards for bill payment with Visa, Mastercard and American Express on January 9. It was noted that CWLP customers pay a 2.8% processing fee, but ours will be 2.5% with a minimum fee of \$2.00. Our office will evaluate these fees in three months to determine usage and costs.

Customers were notified of the .8% increase which will be reflected in their water bill.

Alliance continues to assist our office with better reporting features for cut-offs when billing.

Business Manager Graff continues to research website hosting options that feature a shopping cart to process credit cards online for a faster and more secure transaction. Locally, LRS has this capability. Our current webhosting is free and maintained by Engineer Middendorf. With the addition of a new host server, we will be able to keep audio and minutes longer along with building the e-commerce portion to better suit our needs in the future.

VI. District Engineer's Report (Middendorf)

No updates on the water treatment plant expansion.

No updates on the New Berlin Emergency Interconnect.

We received the IEPA letter dated December 29, 2016. They identified five items for the District to address. These are clarifications to the design and have resulted in a review response letter. This letter was sent to IEPA on January 4, 2017. We have one more item to address which is clarifying the lime feed. We hope to have the permit by the end of the month. Our review agent has been very helpful to work with at the IEPA. Also, we are waiting on the permit from the Army Corps of Engineers. We have provided all documentation that they requested.

VII. Guests: None

VIII. Chairman, Vice Chairman and Committee Reports

- A. Chairman: Bobett Dunphy will need an update on the pending discussion of the proposed Project Labor Agreement.
- B. Vice Chairman: n/a
- C. Finance: n/a
- D. Planning: n/a
- E. Personnel: n/a
- F. Systems Oversight: n/a
- G. Policy & Procedure Committee: n/a
- H. Ordinance Committee: Trustee Folder would like to spend a day at District again to find the next batch of documents to codify the ordinances.

IX. Unfinished Business

- A. Village of Curran: Sewer Collection System Billing
- B. Draft Ordinance: Damage to Utility System - Unauthorized Use (#2017-1)
- C. Draft Ordinance: Damage to Utility System - Unauthorized Use
A new ordinance was introduced to deter theft of water and tampering with District property and infrastructure. While it is a felony to tamper with water lines, it has not deterred some customers from being intrusive. The Board had a positive discussion on lock-off procedures, shutoffs and collection issues. To clarify, the shut off is next to the meter, which is in the meter pit. When a customer's bill is past due, the District will "shut off" the meter per the policy. If the customer turns the water back on without payment they could be subject to a lock-off, where the District will shut off the water

again and physically place a padlock on the shut-off valve. The ordinance will reveal a tiered offense penalty for tampering in the future. The Board went through each line and analyzed the pros and cons. Chairman Mitchell will send the revised copy to the District Attorney for review.

X. New Business

XI. Guests - none

XII. Executive Session - none

XIII. Adjournment. Having no further business before the board, Trustees adjourned at 8:47 p.m.