

Curran-Gardner Townships Public Water District**3384 Hazlett Road | Springfield, Illinois 62707-2522 | 217.546.3981****Regular Meeting – Tuesday, July 11, 2017 – 7:00 p.m.***Audio for the meeting found here: <http://www.currangardner.com/>*

Members: Chairman Mitchell, Vice Chairman Folder, Trustee Oschwald, Trustee Valois, Trustee Mayes, Trustee Dorr, Trustee Hammitt, Operations Manager Nelson, Business Manager Graff, Engineer Max Middendorf, Treasurer Elsner and Secretary Ryg

Guests: Wayne Benanti

I. The meeting opened with the Pledge of Allegiance.

II. Secretary - Ryg

A motion was made by Trustee Dorr to accept the June 13th regular meeting minutes with corrections. Trustee Mayes second the motion. All trustees voted yes and Trustee Oschwald voted present since his absence was excused for this past meeting.

A motion was made by Trustee Oschwald to table the June 21st special meeting minutes. Trustee Valois second the motion. The motion carried.

III. Treasurer Elsner's Report for June 14 through July 11, 2017

Total Income for June 14, 2017 - July 11, 2017: \$137,211

Budgeted Total Income for the same period: \$126,730.96

Total YTD Income: \$328,434.508

YTD Budget for Total Income: \$323,839.56

Total Expenses for June 14, 2017 - July 11, 2017: \$110,483.34

Budgeted Expenses for same period: \$119,828.02

Total YTD Expenses: \$297,283.79

YTD Budget for Total Expenses: \$296,997.93

YTD Net Income: \$1,452

YTD Net Income Budgeted: \$26,841.63

A motion was made by Trustee Dorr to accept the profit and loss budget performance statement pending audit. Trustee Hammitt second it. The motion carried.

A motion was made by Trustee Dorr to pay the bills. Trustee Oschwald second it. The motion carried.

IV. Operations Manager Report - Nelson

The Oros & Bush bid for lime sludge removal was reviewed and accepted. They provided their liability insurance policy to the District.

The Illinois EPA requires the district to collect twenty lead and copper samples throughout the distribution system. The sampling will occur in the next thirty days. Previous samples have all come back with no detectable levels of lead.

Bodine Environmental Services cleaned the built-up layers of lime on July 5. They used high-pressure (10,000 psi) power washers to remove the debris on the clarifier. The unit was put back into service and the District is now able to produce more gallons per minute than before the cleaning.

There will be a new sample site per Illinois Environmental Protection Agency regulations to collect the necessary three samples (original site, upstream and downstream).

A new pump and motor will be installed by the Water Well Solutions next week. The well bowls were last installed in 2001 and are need of replacement.

V. Business Manager Graff

The USDA has completed its request for administrative items from Business Manager Graff and team.

Per Union contract, a safety bonus was given to Union employees in their July paychecks.

South Sangamon Water Commission increased their rates. Their wholesale rate went to \$9.65 per 1,000 gallons. The previous rate was \$8.35 per 1,000 gallons.

The website was updated with agendas, minutes and audio. Also, the District Rules, Rates and Regulations were added.

The draft of the newsletter was given to board members.

VI. MECO Engineering – Middendorf

Leander Construction of Canton, Illinois, is in communication with MECO on the plant expansion. Also, the Illinois State Engineer was given the District plans.

One outstanding item still needed for the loan is a letter from Attorney O'Keefe which states our District meets federal, state and local requirements for loan closing.

Bobette Dunphy of UDA-Rural Development would like to set a date for the preconstruction conference. It does not have to be a full meeting of the board members. It will take an hour during the middle of the day. There will be a checklist for construction purposes such as subcontractor coordination, specific staging areas, workplace trailer location, sequence of work, timeframe for project schedule, job site safety, designation of an on-site manager and contact information for relevant parties. Signatures on *notice to proceed* will culminate with the final sign-off on contract documents. MECO will copy, collate and hand out executable documents. Dates were discussed for this phone conference and given to the contractor tomorrow. The priority date is for July 20, 2017, but could be adjusted if contractor needs it.

VII. Guests: None

VIII. Chairman, Vice Chairman and Committee Reports

- a. Chairman – n/a
- b. Vice Chairman – n/a
- c. Finance – Trustee Valois and committee had a productive meeting with Auditor Bill Castor from Eck, Schaefer and Punke. Trustee Mayes said some suggestions were made for next year’s audit.
- d. Planning – n/a
- e. Personnel – n/a
- f. Systems Oversight – n/a
- g. Policy and Procedure Committee – n/a
- h. Ordinance Committee –n/a

IX. Unfinished Business

Village of Curran sewerage collection system billing: pending

X. New Business

a. Water Rate Structure – Trustees spoke about other local water districts pricing, wholesale rates and compared each accordingly.

b. Announce Resolution - *Resolution No. RES-2017-0001* “A Resolution to Establish Rules, Rates, and Regulations for the Operation of Curran-Gardner Townships Public Water District System” was adopted on July 21, 2017. It is a five-page document that may be found on the website www.CurranGardner.com. It includes:

I. Application of Service

II. Initial and Minimum Charges Whether Water is Used or Not

III. District’s Responsibility and Liability

A. Ownership, Installation and Maintenance

B. Refusal of Service

C. Liability

D. Use of Water Users Premises

IV. User Responsibility

A. Installing and Maintaining Service Lines

B. Provisions for Location Meter

C. Easements

D. Damage to District Property

E. Specified Uses of Water

F. Cross-Connections

V. Extension of Mains

- A. Determination of Who Pays Expansion of Extension
- B. Requirements if Extension is Installed by Someone Other than District

VI. Change in Occupancy

- A. Notice to District
- B. Responsibility for Payment of Services Already Consumed
- C. Charges for Change

VII. Payment of Bills

- A. Date Due
- B. Penalties for Late Payment

VIII. Rate Schedule

- A. Curran-Gardner (CGTPWD) Monthly Water Rate
- B. CGTPWD Water Rate – City, Water, Light & Power (CWLP) Without Master Meter
- C. CGTPWD Water Rate – CWLP With Master Meter
- D. CGTPWD Water Rate – South Sangamon Water Commission

Vice Chair Folder and Trustee Mayes will set a meeting to discuss ordinances and rates with Business Manager Graff.

XI. Guests: n/a

XII. Executive Session: None

XIII. Adjournment