

Curran-Gardner Townships Public Water District
3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981
Tuesday, June 11, 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, Treasurer Stacy Stremsterfer, and Secretary Jessica Ryg

Guests: Todd Folder, Di Valois and Dan Good

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

There was a moment of silence in recognition of all who have served and paid the ultimate sacrifice, especially remembering those who fought on D-Day on June 6, 1944.

II. Pledge of Allegiance

III. Secretary (Jessica Ryg)

Trustee DiMarzio made a motion to approve the CGTPWD Regular Meeting Minutes from May 14, 2024, with three changes. Trustee Wayne Benanti second the motion. The motion carried with Trustee Oschwald voting present.

Trustee DiMarzio made a motion to approve the CGTPWD Special Board Meeting Minutes from May 14, 2024 with three changes. Trustee Moss second the motion. The motion carried.

IV. Guests/Visitors:

CGTPWD customer Dan Good of Sangamon St. in Curran, IL, addressed the Board about his four account's bills.

V. Treasurer (Stremsterfer)

The CGTPWD Budget Report reflects 1 months or 0% of FY'25 activity. Treasurer Stremsterfer gave the following Income and Expenses Report for June of 2025:

Income

Month End District Water Income:

June Report (May 14, 2024 – June 11, 2024): \$208,517.00
May Report (April 9, 2024 – May 13, 2024): \$176,814.00
April Report (March 12, 2024 – April 8, 2024): \$163,567.00

Fiscal YTD Water Income:

June Report (May 14, 2024 – June 11, 2024): \$208,517.00
May Report (April 9, 2024 – May 13, 2024): 1,993,111.00
April Report (March 12, 2024 – April 8, 2024): \$1,903,371.00

Month End District Income - Including Other Income:

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

May Report (April 9, 2024 – May 13, 2024): \$205,298.00
April Report (March 12, 2024 – April 8, 2024): \$216,035.00

Fiscal YTD for all income:

June Report (May 14, 2024 – June 11, 2024): \$230,287.00
May Report (April 9, 2024 – May 13, 2024): 2,418,533.00 = 114%
April Report (March 12, 2024 – April 8, 2024): 2,302,378.00 = 118%

Expenses:

Month End Operating Expenses:

June Report (May 14, 2024 – June 11, 2024): \$140,376.00
May Report (April 9, 2024 – May 13, 2024): \$140,439.00
April Report (March 12, 2024 – April 8, 2024): \$138,817.00

Fiscal YTD Expenses (of operating budget):

June Report (May 14, 2024 – June 11, 2024): \$140,376.00 = 11%
May Report (April 9, 2024 – May 13, 2024): \$1,605,187.00 = 110%
April Report (March 12, 2024 – April 8, 2024): \$1,454,269.00 = 109%

Net Operating Income (Loss)

The YTD FY25 Unaudited Net Operating Income:

June Report (May 14, 2024 – June 11, 2024): \$89,911.00
May Report (April 9, 2024 – May 13, 2024): \$813,346.00
April Report (March 12, 2024 – April 8, 2024): \$848,109.00

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

Capital Expenses for the Period:

June Report (May 14, 2024 – June 11, 2024): \$0 (correct amount)
May Report (April 9, 2024 – May 13, 2024): \$0 (correct amount)
April Report (March 12, 2024 – April 8, 2024): \$0 (correct amount)

Net Income for the Period:

June Report (May 14, 2024 – June 11, 2024): \$42,194.00
May Report (April 9, 2024 – May 13, 2024): \$17,142.00
April Report (March 12, 2024 – April 8, 2024): \$29,501.00

Trustee Oschwald made a motion to accept the treasurer's report pending audit. Trustee Moss second the motion. There was some discussion regarding how Total Income was determined. Treasurer Stremsterfer stated that it was due to a transfer from another CGWD account into the General Fund. She would work on correcting the entry. The motion carried.

(7:56 p.m.)

The annual audit began on June 7, 2024. The auditors finished their field work. They are still working on the capital assets off-site. It was clarified that the auditors will perform the comptroller's annual report. There's a USDA report due at the end of June, so Treasurer Stremsterfer asked Nick (auditor) about this. She will be sending last year's report for him to review.

The software program DocuSign will be used for signature authority. Signatures include Trustees: Eric Oswald, Jim Mayes, Bill Moss, Mike Irwin, Jim Mitchell, Wayne Benanti, Mark DiMarzio and Business Manager Graff. If a Trustee is unable to use this software program, that person may instead use the *print and send* feature.

The ATT bill was researched, and Treasurer Stremsterfer suggested to examine it for possible savings biennially.

Bills List of Vendors – Total Payments to Vendors:

June Report (May 14, 2024 – June 11, 2024): \$158,180.34
May Report (April 9, 2024 – May 13, 2024): \$193,689.22
April Report (March 12, 2024 – April 8, 2024): \$162,732.50

Trustee Oswald made a motion to pay the bills. Trustee Mayes second the motion. The motion carried.

(8:04 p.m.)

VI. Operations Manager's Report (Aaron Smith)

Summary of amount of water treated during April 23, 2024 – May 21, 2024, and sent to the distribution system during the above period in comparison to other months:

Amount of Treated Water Treated and Sent to Distribution System:

June Report (April 23, 2024 – May 21, 2024): 10,118,00 (29-day billing cycle)
May Report (March 25, 2024 – April 23, 2024): 9,343,000 (30-day billing cycle)
April (Feb. 26, 2024 – March 25, 2024): 9,148,000 (28-day billing cycle)

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

June Report (April 23, 2024 – May 21, 2024): 9,348,434 gallons
May Report (March 25, 2024 – April 23, 2024): 8,422,000 gallons
April (Feb. 26, 2024 – March 25, 2024): 9,863,000 gallons

Amount of Water Loss in Gallons and Percent:

June Report (April 23, 2024 – May 21, 2024): 769,566 (7.61%)
May Report (March 25, 2024 – April 23, 2024): 921,000 (9.86%)
April (Feb. 26, 2024 – March 25, 2024): 1,448,000 (15.8%)

Amount of Water Loss in Gallons per Minute:

June Report (April 23, 2024 – May 21, 2024): 18.42 gallons/minute
May Report (March 25, 2024 – April 23, 2024): 21.31 gallons/minute
April (Feb. 26, 2024 – March 25, 2024): 35.9 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.

Water loss report. The unaccounted-for water report for April 23, 2024 – May 21, 2024, reporting period is attached. Water loss for the period was 7.61%

Two water services were installed in Sloan Crossing.

The Pleasant Plains Emergency Interconnect was opened for 9-days at the request of the village. They used 777,000 gallons due to one of their two water supply wells failing.

The new pickup truck was ordered.

Well #1 pump will need serviced. Brotcke Well and Pump was contacted.

There was a curb stop valve leak on Tess Drive.

A notice was posted at both bulk water stations for two months informing the public about a price adjustment for bulk water.

Operations Manager Smith has been working with Engineer Middendorf on the proposed Curran highway extension and railroad loop project, as well getting easement paperwork ready to send to property owners for the Winch Road loop.

After approximately 5 weeks of posting a job position, the District received one candidate's resume. Lewis Wallbaum was interviewed. His start date will be June 24, 2024.

VII. Business Manager's Report (Cherril Graff)

A representative from the Stone Creek subdivision contacted the office about their proposed financial inquiry related to their irrigation system.

Liens were discussed.

Business Manager Graff and team produced a newsletter to highlight the consumer confidence report, bulk water sales, water district history, new water billing software, summer hydration, decoding flag colors used on properties, Habitat for Humanity's large item pickup free of charge and more. If anyone missed it, please contact the office at 217.546.3981.

<i>Office Action Item:</i>	<i>April 2024</i>	<i>May 2024</i>	<i>June 6/11/2024</i>
Monthly Disconnect Letters Sent	159	193	145
Disconnect Letters Sent Current Fiscal Year	1680	193	338
Customers Currently Set for Disconnect	62	4	32
Disconnects Still Shut-off from Last Month	1	3	4
Disconnect Fees Applied for Current Billing Period	\$600 (12x\$50)	\$500 (10x\$50)	\$50 (1x\$50)
Letters Sent to Update Contact Info.	0	0	0
Contact Information Updated	0	0	0
Current Liens	17	15	15
Notice Letter(s) Sent to File Lien	0	0	1
New Liens Filed This Mo.	0	0	0
New Liens Filed Current Fiscal Year	8	0	0
Leins Released this Month	0	2	0
Liens Released Current Fiscal Year	6	0	0
Total Cellular Meters Installed	1533 (+0)	1565 (+32)	1581 (+16)
Manual Meters	229	229	210
Radio Meters	839	840	813
Deduct Meters/Cellular Meters/Radio Meters	43/3/40	43/3/40	43/3/40
New Tap-ons this Month	1	2	0
New Tap-ons 5/1/2023 -1/31/2024	8	2	2
Total Active Customers	2559	2561	2565
New Accounts Created	4	11	4
New Accounts Created Fiscal Year '24	114	11	15

VIII. District Engineer's Report (Middendorf)

2023 SRF Projects:

SRF 22.01: Environmental submittal completed. Per IEPA, supplied protocol to proceed with funding allotment. Chairman Mitchell's signature will be needed for funding approval.

SRF 22.02: Water Tank Rehabilitations – Projected for April 2024 funding list. The funding nominations resubmitted for SRF 1 and SRF 2.

SRF 22.03: Curran Pressure Zone Improvements – Project scope elements and design recommendations presented to CGTPWD staff for feedback. MECO is preparing the scope of work documents and updating cost estimates.

Engineer Middendorf spoke about proposed water main loops including one at Winch. There could be possible changes since the county owns the bike trail. It was noted that the area could possibly house endangered animals. Boring under the road was discussed as to their requirements.

Village of Curran Loop: Martin Engineering examined the plan to maintain separation between sanitary sewer main and manholes and proposed water main.

IX. Chairman, Vice Chairman and Committee Reports

- a) Chairman Mitchell: Chairman stated that documents continue to be sent to the attorney.
- b) Vice Chair Irwin – no report.
- c) Finance Committee (Oschwald/DiMarzio) – no report.
- d) Planning Committee (Mitchell/Moss) - no report.
- e) Personnel Committee (Mitchell/Moss) - no report.
- f) Systems Oversight (Irwin/Benanti) – no report.
- g) Policy and Procedures (Irwin/Benanti) – no report.
- h) Ordinances Committee (Mayes/Oschwald) – no report

X. New Business: Treasurer ACH (online bill pay)

XI. Guests – none.

XII. Executive Session – none.

XIII. Return to Open Meeting – none.

XIV. Adjournment

There was a motion to adjourn. Vice Chair Irwin second it. The motion passed.