

Curran-Gardner Townships Public Water District
3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981
Tuesday, June 14, 2022 – 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, Engineer Max Middendorf, Treasurer Mary Ann Becker, Business Manager Cherril Graff and Secretary Jessica Ryg

Guests: Todd Folder and Wayne Benanti

I. Chairman Mitchell called the meeting to order at 7:04 p.m.

II. Secretary (Jessica Ryg)

Trustee Oschwald made a motion to approve the Special Board Meeting Minutes from Tuesday, March 8, 2022. Trustee Moss second the motion. The motion carried.

Trustee Oschwald made a motion to approve the Special Board Meeting Minutes from Tuesday, March 22, 2022. Trustee DiMarzio second the motion. The motion carried.

Trustee Oschwald made a motion to approve the Special Board Meeting Minutes from Tuesday, April 12, 2022. Vice Chair Davis second the motion. The motion carried.

Trustee Irwin made a motion to approve the Regular Meeting Minutes from Tuesday, May 10, 2022, with three changes. Vice Chair Davis second the motion. The motion carried with Trustee Oschwald and Chairman Mitchell voting present since they were excused from last month's meeting.

III. Treasurer (Becker)

The CGTPWD Budget Report reflects 1 month or 8% of FY'23 activities. Treasurer Becker gave the following Income and Expenses Report for May of 2022:

Income

Month End District Water Income: \$161,258

Fiscal YTD Water Income: \$161,258

Month End District Income (including other income): \$186,660

Fiscal YTD for all income: \$186,660 = 9% of the Budget

Expenses

Month End Operating Expenses: \$95,998

Fiscal YTD Expenses: \$95,998 = 7% of the Budget

Net Operating Income (Loss)

The YTD FY22 Unaudited Net Operating Income: \$90,662

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

Capital Expenses for the Period: \$5,597

Net Income for the Period: \$37,348

Bills – Total Payments to Vendors (May 11, 2022 – June 14, 2022): \$48,798.71

Treasurer Becker provided board members with an unaudited Operating Balance Sheet ending May 31, 2022; also, the Reserves and Debt Funds Balance Sheet and the Quarterly Profit and Loss Report ending May 31, 2022.

Trustee Oswald moved to accept the Treasurer's reports pending audit. Trustee DiMarzio second the motion. The motion carried.

Trustee Oswald moved to pay the bills. Trustee DiMarzio second the motion. The motion carried.

IV. Operations Manager's Report (Aaron Smith)

Water loss report for April 18, 2022 – May 17, 2022:

Amount of Treated Water Sent to Distribution System: 10,329,000 gallons (Note: This was a 29-day billing cycle.)

Amount of Water Billed to Customers: 8,608,000 gallons (includes bulk water sales)

Amount of Water Loss: 16.6%

Amount of Water Loss: 1,721,000 gallons

Amount of Water Loss by Gallons per Minutes: 41.21 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 field crew continues to work on Well 5 accessibility so Brotcke Well & Pump (750 Mercus Court, Fenton, Missouri, 63026 – phone 636-343-3029) can replace the pump.

There have been five (5) 1" services installed the past month which include:

- ✓ Three (3) services installed at Sloan Crossing subdivision
- ✓ One (1) service installed on Route 97
- ✓ One (1) service installed on Bradfordton Road

The Sangamon County Emergency Telephone System Department (ETSD) inquired about possible installation of a communications tower at the District's Old Covered Bridge Road's water tower location. Their tower would be approximately 250' tall and requires an area of 100' x 100'. One of the many concerns about that specific location is that the current property is undersized to meet their needs. In addition, after researching the issue among engineers, a concern was brought forward about possible signal disruption with the District's SCADA

communication system. They are also approaching the Pleasant Plains School District (who owns the farmland next to the District's tower and access lane) about donating a piece of land.

Electrical conduit was delivered to Well 7. Pending weather, installation will happen this week.

The Village of Pleasant Plains had an issue with their well. As a result, the emergency interconnect was opened on Thursday, June 9, 2022, to assist them with their water needs. As of the date of this meeting, the interconnect was still open.

The Board weighed the possible safety concerns associated with water tower tank corrals and gates at the top of tanks (exterior coating problems, corrosion, wind/snow/element heavy-loading, transmission/broadcasting failures due to too many antennas/signals from one site).

VII. Business Manager's Report (Cherril Graff)

The annual audit's field work is complete. Auditor Bill Castor of Eck, Shafer & Punk (227 South 7th Street, Springfield, IL 62701 – phone: 217-525-1111) suggested a minor change the Operation Manager's monthly water loss report. He recommended sorting the water data from the first day of the month until the last day of the month (instead of mid-monthly as the report is currently generated), so that will be noted next month.

Chairman Mitchell asked Business Manager Graff to organize and sort all CGTPWD Ordinances. Notes were made on any ordinances that needed further review. The goal is to eventually codify them to unify agendas and minutes from decades ago.

There have been 969 cellular meters installed.

There were 39 water disconnections due to failed payment. This is an unusually high amount of customer accounts. The usual amount is approximately 15 meters shut-off each month (in relation to approximately 20 – 25 meters shut-off after the holidays). Business Manager Graff reiterated that she prefers any customers enduring financial hardships to please call the office as water-shut offs are difficult on both the field staff and office staff. The Board discussed how higher gasoline prices and inflation are having an economic impact on people's pocketbooks and thanked Business Manager Graff for working with customers to assist with their need for payment arrangements.

VII. District Manager's Report (Max Middendorf)

The Illinois Environmental Protection Agency's (IEPA) State Revolving Fund (SRF) offers low-interest loan programs designed for water service infrastructure repair and replacement. Illinois receives federal dollars from the U.S. Environmental Protection Agency (USEPA) and matches them to create this opportunity. Three CGTPWD SRF applications with bid applications will be submitted as soon as the applications are complete.

The three SRF projects:

SRF #1 22.01 Request/Application: Well Field Improvements - This is proposed as a 30-year loan. Wellfield Improvements will include a stand-by generator, centralized electrical system, raw water main river crossing, SCADA (Supervisory Control and Data Acquisition) improvements, and an all-weather access roadway to the wellfield. The District will need flood plain clearances, IDNR permits, Dept. of Ag permits, U.S. Army Corps of Engineers. The goal is to use original permits since no changes (in conditions) have occurred since the last time they were submitted.

SRF #2 22.02 Request/Application: Water Tank Rehabilitations - This is proposed as a 20-year loan. It will be a water tank rehabilitation project. This project will include Farmingdale elevated tank improvements, clear well improvements and clear well tank mixers. Engineer Middendorf is looking at bids on paint for this project.

SRF #3 22.03 Request/Application: Curran Pressure Zone/Elevated Tank Improvements - This is a proposed 20-year loan. This is for Curran Elevated tank rehabilitation. IT will include pressure booster pumps, chlorine station and SCADA (Supervisory Control and Data Acquisition) improvements.

(7:34 p.m.)

The “Buy America, Build America” plan (Senate Bill 1303 of Congress 2021 – ‘22 link here: <https://www.congress.gov/bill/117th-congress/senate-bill/1303> and Executive Office of Management and Budget memo outlining rules here: <https://www2.illinois.gov/epa/topics/grants-loans/state-revolving-fund/Documents/BABAGuidance-04182022.pdf>) will soon be applicable to all SRF loans per IEPA. This federal bill requires federal funded infrastructure programs to use products/materials (such as iron, steel, etc.) manufactured in the United States. If there are no sufficient quantities available, or only a satisfactory quality, or where such inclusion of this will increase the project cost by more than 55%, then this is not imposed.

It was noted that any SRF Illinois-funded project which costs \$500,000 or more is subject to the Illinois Works Jobs Program Act Apprenticeship Initiative Requirements per IEPA and Illinois Department of Commerce and Economic Opportunity (DCEO) (Specifications can be found here: <https://www2.illinois.gov/epa/topics/grants-loans/state-revolving-fund/Pages/default.aspx>).

VIII. Guests – n/a

IX. Chairman, Vice Chair and Committee Reports

- a. Sangamon County Emergency Telephone System (Mitchell)
- b. Committee Assignments
 - a. Finance (Oschwald and DiMarzio) – The District will review the annual audit when it’s ready.
 - b. Planning (Chair Mitchell and Trustee Valois) – n/a
 - c. Personnel (Chair Mitchell and Trustee Moss) – n/a
 - d. Systems Oversight (Vice Chair Davis and Trustee Irwin) – n/a
 - e. Policy and Procedures (Trustee Valois and Trustee Irwin) – n/a

- f. Ordinance Committee (Chair Mitchell and Trustee Oschwald) It was noted that CGTPWD Ordinance 12 is always active and all ordinances are either in three categories: active, superseded or amended. The Rammelkamp law firm will be working on CGTPWD Ordinance 70/71 (an intergovernmental agreement/tap fees in newer subdivisions with curb stops).
 - c. Vice Chair Davis -n/a
- X. New Business**
- a. Planning for District Water Demand Growth - Engineer Middendorf reminded Trustees that every project going forward will need a growth-management plan since the District only anticipates more customers
 - b. Sloan Crossing Subdivision Meter Installation Cost Adjustment - pending

The last six months of CGTPWD Executive Minutes will be discussed in Executive Session on Tuesday, July 12, 2022.

(7:48 p.m.)

Engineer Middendorf urges the District to continue considering planning issues. The current water demand growth – as we close loops and apply for SRF loans - is a small snapshot of the what the District looks now, but what about twenty years down the road in regard to supply, demand and which areas to grow to serve. Water conservation may play a role as laws change. He mentioned that there could be an opportunity for more wholesale water sales and changes in the future. The District must focus on unserved residents such as possible customers in Menard County who would like CGTPWD water.

Trustee Oschwald inquired about quantity of water used at the Village of Pleasant Plains master meter. It was approximately 100,000 gallons per day.

XI. Guests

XII. Executive Session – The Board members will convene next month to discuss the last six months of executive session meeting minutes.

XIII. Adjournment – Having no further business before the Board, they adjourned at **8:05 p.m.**