

Curran-Gardner Townships Public Water District
3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981
Tuesday, September 10, 2019 – 7:00 p.m. – Regular Board Meeting

Audio Available: www.CurranGardner.com

Members: Chairman Mitchell, Vice Chair Mayes, Trustee Davis, Trustee Hammitt, Trustee Oswald, Trustee Valois, Operations Manager Nelson, Engineer Middendorf, Business Manager Graff, Treasurer Elsner and Secretary Ryg

Guests: Mayor Timothy Luckey, Todd R. Folder, Wayne Benanti and Laura Dorr

I. Call to Order at 7:00 p.m. and the **Pledge of Allegiance** was said.

II. Board Secretary (Ryg)

A motion was made by Trustee Oswald to accept the August 13, 2019, Regular Board Meeting Minutes with amended changes. Trustee Valois second the motion. The motion carried.

III. Treasurer (Elsner)

The CGTPWD Budget Report reflects 4.5 months or 37% of FY20 activity. Treasurer Elsner gave the following Income and Expenses Report for August 14, 2019 – September 10, 2019, which includes the Profit and Loss Budget Performance Report.

Income:

Month End District Water Income: \$137,183

Fiscal YTD Water Income: \$661,336

Month End District Income (including other income): \$149,666

Fiscal YTD for all income: \$752,439 = 41% of budget

Expenses:

Month End Operating Expenses: \$103,853

Fiscal YTD Expenses: \$403,512 = 35% of Operating Budget

Net Operating Income (Loss):

The YTD FY20 Unaudited Net Operating Income: \$348,927

Budgeted Debt Service for this period: \$41,375

Transfer of Operating Cash to Reserve: \$35,000

After transfer of funds to interest bearing accounts, net unaudited loss for period: \$33,562

Bills – List of Vendors: \$127,431.75

A motion was made by Trustee Oswald to accept the Treasurer's report pending audit. Trustee Hammitt second the motion. The motion passed.

A motion was made by Trustee Oswald to pay the bills. Trustee Hammitt second the motion. The motion passed.

IV. Operation Manager's Report (Nelson)

Water Report for July 23, 2019 – August 22, 2019:

- Water Sent to Distribution System: 14,040,000 gallons
- Water Billed to Customers during this timeframe: 12,469,000 gallons (includes bulk water sales and water sales to the Village of New Berlin during this reporting period)
- Water Produced In-house and sold to customers: 14,040,000 gallons
- Water Loss: 11.19% - The national water loss average is at approximately 14%.
- Water Loss in Gallons: 1,571,000
- Water Loss in Gallons Per Minute: 35.1

New Plant Operations: Brenntag Chemicals will perform testing on liquid alum and polymer.

The Village of New Berlin's final bill for twenty days of water service = \$16,241.94.

Well #7 has progressed to the exploratory probes portion of the project.

Village of Curran Sewer Project: It was suggested to go into Executive Session to talk about Kinney Contractors and the sewer collection system.

Bunker Hill Water Main Extension Project: The installation will go on the opposite side of the road than originally planned due to easement issues with residents. This will be discussed in closed session due to the sensitivity of the project.

Lenhart Road: Pending two easement issues. This will be discussed in closed session due to the sensitivity of the project.

Prairie Creek Road Project: MECO is working on plans to submit to the Illinois Environmental Protection Agency. Also, there is a Illinois Environmental Protection Agency clause due to archaeological review.

Wagon Ford Road Status: Petersburg Plumbing and Excavating performed the road bore under Spaulding Orchard Road in August. It was noted that there were seven inches of rain that fell upon this area on Saturday, August 31, 2019. Yesterday, September 9, 2019, the staff was able to install water mains.

The Plant's roof repair will start in October. This project was delayed due to the possibility of a roof opening for the replacement of the backwash pump.

V. Business Manager's Report (Graff)

Business Manager Graff reported there is now a complete set of desk procedures for the office.

Approximately 16 sewer customers in Curran, Illinois, who plan to use the billing program for sewer usage. Mayor Lucky is the mayor of the Village of Curran. Business Manager Graff suggested that the following change and clarification would be given on our Intergovernmental Agreement. ‘

VI. District Engineers Report (Middendorf)

Engineer Middendorf passed out an Alluvial Well Comparative Analysis Worksheet. It contained detailed information on the wells, platform heights, tops of gravel packs, tops of screens, screen heights and bottoms of wells. This data can be used to compare the wells.

The Water District is proceeding with the remaining funds to do work on plant upgrades, new roof membrane over the old water plant and more.

Leander is working with Roberts Filter, AAC, Envirodyne and Anderson Electric to resolve the remaining punch list items. LOCI has secured a 6-month warranty extension from Roberts and Envirodyne.

Due to higher local grade/bottom of production zone, the present well site for Well #7 is not conducive for long term yield. MECO recommended relocating the new well southeast of the initial site.

Prairie Creek Road: IEPA Construction Permit is ready for signatures. Plant Manager Nelson is editing the plan sheet. It will be submitted to the IEPA as soon as possible.

Sangamon River Conduit Crossing and Generator for Wells: Petersburg Plumbing and Heating gave the District a quote for \$48,640.00 for a 10" bored conduit. Genset, trenched conduit, ATS and wire is estimated at \$200,000.00. The construction estimate is \$250,000.00, plus permitting costs.

VII. Guests – n/a

VIII. Chairman, Vice Chairman and Committee Reports

- a. Chairman – n/a
- b. Vice Chairman – n/a
- c. Finance (Valois, Oswald): Trustee Oswald informed the board that the audit is complete. The auditor would like to present his findings to the Board. He will be invited to speak on the October 8th meeting.

- d. Planning (Hammitt) – n/a
- e. Personnel (Mitchell, Valois)
- f. Systems Oversight (Mayes)
- g. Policy and Procedure Committee (Valois)
- h. Ordinance Committee (Mayes)

It was noted that there would be a meeting on October 8th and the Chairman encouraged Trustees to formulate a plan to advertise the open trustee position.

Treasurer Elsner recommended advertising for the open board seat at the local church bulletins.

Planning and Personnel will be on next month's agenda.

It was suggested to have a Meeting of the Whole which will take place at 6 p.m. at CGTPWD before the regular meeting. There will be no voting at this meeting.

IX. Ongoing Business

- a. Village of Curran Sewerage Collections System Billing: Business Manager Graff passed out the draft of the Intergovernmental Agreement between CGTPWD and Curran. A meeting was held prior to tonight's meeting to discuss the rate structure and billing implementation. There will be sixteen homes having sewer opportunities by October 1, 2019. Thus, their accounts must be finalized soon. Both Business Manager Graff and Trustee Oswald expressed their concern that if a customer shorts the bill, the Village of Curran understands that CGTPWD will be paid first. It was clarified that each Village of Curran customer would have approximately \$44.60 as the minimum billing (debt service) and approximately \$8.50 per 1,000 gallons after that.
- b. Possible Finance Option for Well #7 – pending.

X. New Business

- a. Establish a policy regarding Trustee vacancies (Mitchell): Discussed ideas on how to best promote the open position of Trustee.
- b. Pay Application #1, Well 7 – Brotcke Well and Pump: Trustee Oswald made a motion to pay Brocke Pump and Well \$14,353.30. Vice Chair Mayes second the motion. The motion carried.

Trustee Oswald made a motion to authorize the Board to Geoprobe boring with sampling at depths of 45-feet and lower (3 borings at \$695.00 each) at \$3,935.00.

- c. Trustee Jim Mayes made a motion to allow Chairman Mitchell to move forward on the possible litigation before CGTPWD. Trustee Oswald second the motion. A roll call vote was taken:

1. Trustee Davis: Yes
2. Trustee Valois: Yes
3. Trustee Hammitt: Yes
4. Chairman Mitchell: Yes
5. Vice Chair Mayes: Yes
6. Trustee Oswald: Yes

With six yes votes, the motion passed.

XI. Guests – n/a

XII. Executive Session

A motion was made by Trustee Davis to go into Executive Session. Trustee Valois second it. A roll call vote was taken:

1. Trustee Davis: Yes
2. Trustee Valois: Yes
3. Trustee Hammitt: Yes
4. Chairman Mitchell: Yes
5. Vice Chair Mayes: Yes
6. Trustee Oswald: Yes

With six yes votes, the motion passed.

(Board exits at 8:28 p.m.)

(Board returns at 9:14 p.m.)

A motion was made by Trustee Oswald to return to the Regular Board Meeting after Executive Session. Trustee Valois second it. A roll call vote was taken:

1. Trustee Davis: Yes
2. Trustee Valois: Yes
3. Trustee Hammitt: Yes
4. Chairman Mitchell: Yes
5. Vice Chair Mayes: Yes
6. Trustee Oswald: Yes

With six yes votes, the motion passed.

XIII: Possible Litigation

Chairman Mitchell Explained that Executive Session was about possible litigation between our plant and another municipality.

Chairman Mitchell asked the Board and guests to observe a moment of silence for 9/11.

Adjournment at 9:17 p.m.