

Curran-Gardner Townships Public Water District
3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981
Tuesday, May 10, 2022 – 7:00 p.m. – Regular Board Meeting

Members: Chairman James Mitchell (excused), Vice Chair Don Davis, Trustee Eric Oschwald (excused), 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

I. Vice Chair Don Davis called the meeting to order at 7:00 p.m.

II. Secretary (Jessica Ryg)

Trustee Valois moved to accept the Regular Meeting Minutes from April 12, 2022, with one change. Trustee Moss second the motion. All Trustees voted yes except Trustee Irwin since he was excused from last month's meeting and voted present. The motion carried.

Vice Chair Davis will add the Committee of the Whole Minutes from March 8, March 22, and April 12, 2022, on next month's agenda.

III. Treasurer (Becker)

The CGTPWD Budget Report reflects 12 months or 100% of FY'22 activities. Treasurer Becker gave the following Income and Expenses Report for April of 2022:

Income

Month End District Water Income: \$125,051

Fiscal YTD Water Income: \$1,729,588

Month End District Income (including other income): \$139,421

Fiscal YTD for all income: \$1,973,161 = 98% of the Budget

Expenses

Month End Operating Expenses: \$83,629

Fiscal YTD Expenses: \$1,219,568 = 95% of the Budget

Net Operating Income (Loss)

The YTD FY22 Unaudited Net Operating Income: \$753,592

Budgeted Debt Service: \$46,421 (transfers each month to Debt & Service accounts)

Capital Expenses for the Period: -\$163,879

Net Income for the Period: \$173,250

Bills – Total Payments to Vendors (April 13, 2022 – May 10, 2022): \$47,664.69

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

Treasurer Irwin moved to accept the treasurer's reports pending audit. Trustee Valois second the motion. The motion carried.

Trustee DiMarzio made a motion to approve payment of the bills. Trustee Moss second the motion. The motion carried.

Trustee DiMarzio and Treasurer Mary Ann Becker presented the FY'23 budget to the Board for final discussion. The Board met as a Committee as Whole on March 8, March 22 and April 12, 2022.

Trustee DiMarzio made a motion to enact the FY 2022 – 2023 budget. Trustee Irwin second the motion. Vice Chair Davis called for a roll call vote:

Trustee DiMarzio: Yes
Trustee Irwin: Yes
Trustee Valois: Yes
Vice Chair Davis: Yes
Trustee Moss: Yes

With five Trustees voting yes, the budget passed.

Trustee Irwin moved to end the FY 2021 – 2022 Regular Monthly Meeting. Trustee DiMarzio second the motion. Vice Chair Davis called for a roll call vote:

Trustee DiMarzio: Yes
Trustee Irwin: Yes
Trustee Valois: Yes
Vice Chair Davis: Yes
Trustee Moss: Yes

With five Trustees voting yes, the motion carried.

Vice Chair Davis asked for a motion to change the order of the agenda. Trustee Mike Irwin made a motion to change the order of the agenda and Trustee Mark DiMarzio second the motion. The motion passed.

Vice Chair Davis asked for a motion to adjourn the meeting. Trustee Mike Irwin made a motion to adjourn the meeting and Trustee Mark DiMarzio second the motion. The motion carried.

Secretary Ryg called the meeting to order. She then asked for nominations for the position of CGTPWD Chair.

Trustee Valois made a motion to appoint Trustee Jim Mitchell for CGTPWD Chairman. Trustee DiMarzio second the motion. Not hearing any other nominations, the nominating floor was closed, and a roll call vote taken:

Trustee DiMarzio: Yes
Trustee Irwin: Yes
Trustee Valois: Yes

Vice Chair Davis: Yes

Trustee Moss: Yes

With five Trustees voting yes, the motion carried. Trustee Jim Mitchell was re-appointed as CGTPWD Chairman.

Secretary Ryg called on the floor for nominations for the position of CGTPWD Vice Chair.

Trustee Irwin made motion to appoint Trustee Don Davis as CGTPWD Vice Chair. Trustee DiMarzio second the motion. Not hearing any other nominations, the nominating floor was closed, and a roll call vote taken:

Trustee DiMarzio: Yes

Trustee Irwin: Yes

Trustee Valois: Yes

Vice Chair Davis: Yes

Trustee Moss: Yes

With five Trustees voting yes, the motion passed. Trustee Davis was re-appointed as CGTPWD Vice Chair.

Vice Chair Davis then resumed chairing the meeting on behalf of Chairman Mitchell (excused).

Vice Chair Davis called on the floor for nominations for the position of CGTPWD Secretary.

Trustee Valois made a motion to nominate Jessica Ryg as CGTPWD Secretary. Trustee Moss second the motion. Not hearing any other nominations, the nominating floor was closed, and a roll call vote taken:

Trustee DiMarzio: Yes

Trustee Irwin: Yes

Trustee Valois: Yes

Vice Chair Davis: Yes

Trustee Moss: Yes

With five Trustees voting yes, the motion passed. Secretary Ryg was re-appointed as CGTPWD Secretary.

Vice Chair Davis called on the floor for nominations for the position of CGTPWD Treasurer.

Trustee DiMarzio made a motion to nominate Mary Ann Becker for CGTPWD Treasurer. Vice Chair Davis second the motion. Not hearing any other nominations, the nominating floor was closed, and a roll call vote taken:

Trustee DiMarzio: Yes

Trustee Irwin: Yes

Trustee Valois: Yes

Vice Chair Davis: Yes

Trustee Moss: Yes

With five Trustees voting yes, the motion carried. Treasurer Becker was re-appointed as CGTPWD Treasurer

Vice Chair Davis set the following dates and times to meet monthly at the CGTPWD: 3384 Hazlett Road, Springfield, IL, 62707:

7:00 p.m. on Tuesday, June 14, 2022
7:00 p.m. on Tuesday, July 12, 2022
7:00 p.m. on Tuesday, August 9, 2022
7:00 p.m. on Tuesday, September 13, 2022
7:00 p.m. on Tuesday, October 11, 2022
7:00 p.m. on Tuesday, November 8, 2022 (Illinois' General Election – state off)
7:00 p.m. on Tuesday, December 13, 2022
7:00 p.m. on Tuesday, January 10, 2023
7:00 p.m. on Tuesday, February 14, 2023
7:00 p.m. on Tuesday, March 14, 2023
7:00 p.m. on Tuesday, April 11, 2023
7:00 p.m. on Tuesday, May 9, 2023

IV. Operations Manager's Report (Aaron Smith)

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

Amount of Treated Water Sent to Distribution System: 10,164,000 gallons (Note: This was a 32-day billing cycle.)

Amount of Water Billed to Customers: 9,087,000 gallons (includes bulk water sales)

Amount of Water Loss: 10.6%

Amount of Water Loss: 1,077,000 gallons

Amount of Water Loss by Gallons per Minutes: 23.37 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.

A new service was installed on Smith Road and Green Haven Drive.

Tom Perry and Mike McCarthy attended an AWWA (American Water Works Association) training seminar held at Otter Lake Water Commission on Disinfection Byproducts.

Two customers were effected when a boring company hit a water main in Curran. The break was repaired, samples taken and the water main line was put back into service.

Field staff earned Continued Education Units (CEUs) by attending a training session with Central Illinois Water Plant Operators Association in Jacksonville. The session educated them about lead and copper rules and requirements, lead service line replacements, reporting and customer service.

The District received an award from the Illinois Department of Public Health (DPH) for maintaining the proper level of fluoride for 2021.

Tom Perry completed the IEPA field inspection response letter and it was mailed back to IEPA.

Operations Manager Aaron Smith is communicating with an engineering firm about upsizing a proposed service line at the proposed commercial building from 3" to 4" due to a material supply constraint.

The treatment plant's new clarifier was drained down and power washed to remove lime build-up in the reaction chamber. The objective is to pro-actively clean it monthly.

Wayne Nelson prepared the District's yearly Consumer Confidence Report (CCR) (as required by EPA). It was submitted to the IEPA and posted on the CGTPWD website.

VII. Business Manager Graff

All notices for Curran-Gardner, CWLP and South Sangamon, and Sangamon County Water Reclamation District (SCWRD) have been posted on customer's bills as well as the CGTPWD website.

Both the Sangamon County Water Reclamation District (SCWRD) and the Curran Sewer Rate Increases were mailed to effected customers. Rates are as follows:

Sangamon County Water Sangamon County Water Reclamation District (SCWRD) has increased its rates effective May 1, 2022, as per their Rate Ordinance approved July 31, 2019. The new rate increase will be effective on or after May 1, 2022, as follows:

SCWRD Monthly Service Charge: \$14.41
User Fee per 1,000 Gallons: \$8.29

The Village of Curran will increase their sewer rates on or after May 1, 2022, as follows:

Residential Minimum Flat Rate: \$59.65
Every 1,000 gallons after the First 2,000 gallons: \$4.50
Commercial Minimum Flat Rate: \$81.95
Every 1,000 gallons after the First 2,000 gallons: \$4.50

Cellular Meters: The District has received all cellular meters that were ordered and shipped. To date there have been 929 cellular meters installed.

Software for Reprogramming Cellular Meters: Nick of Midwest Meter was contacted, and software was loaded onto the district laptop.

Business Manager said that the office recovered \$7,055.76 in liens. She thanked Tonna and Helen for their assistance with office matters.

Trustee Moss asked about the specific percentage of the rate increase from SCWR. Business Manager Graff said she would get that number to him after she consulted the paperwork.

Vice Chair Davis thanked Business Manager Graff for her success on recovering the \$7,055.76 due to the District.

VIII. Engineer's Report – Middendorf

SRF State Revolving Fund – the first step is due to the Illinois Environmental Protection Agency (EPA) so District is working toward receiving estimates (generator). When the projects do go out to bidding, the bids/quotes must be good for 90-days which makes it difficult in the volatile pipe and material market. First document due is the planning document. It will include documentation and previous permit paperwork to support funding projects desired. That paperwork also includes customer demographics, rates, and how the District handles mitigating violation notices. That lays the framework for the design documents that will be submitted for the construction permits. The permit process along with the environmental clearance documents are pre-requisites to obtaining funding.

SRF #1 Request/Application: This is proposed as a 30-year loan. Well field 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 Request/Application: 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.

SRF #3 Request/Application: 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.

Engineer Middendorf will continue to work with Operations Manager Smith and Tom Perry plus the office on these three SRF applications.

John Bartolomucci of the IEPA requested a copy as-built plans/schematics on the Plant's chemical feed pumps and flow curves. The original bids were quoted with new pump skids, vendors, new model numbers, different feed sizing, which he needs. This summary of assets which will go into the IEPA database as a point of reference.

NPDS (National Pollutant Discharge Elimination System) Permit Renewal: This document has been prepared and waits to be signed and mailed.

The next board meeting will be Tuesday, June 14th at 7:00 p.m. The Board is invited to tour the water plant expansion as part of investing in growth management for the District.

VIII. Guests – n/a

IX. Chairman, Vice Chairman and Committee Reports

- a. Chairman Mitchell -
- b. Vice Chairman (Davis) – n/a
- c. Finance (Oschwald/DiMarzio) -
- d. Planning (Valois/Mitchell) – n/a
- e. Personnel (Mitchell/Moss) – n/a
- f. Systems Oversight (Davis/Irwin) – n/a
- g. Policy and Procedures (Valois/Irwin) – n/a
- h. Ordinance Committee (Mitchell) – n/a

X. New Business

Trustee Moss made a motion to adjourn. Mr. DiMarzio second the motion. The motion carried. The meeting adjourned at **7:58 p.m.**