

Curran-Gardner Townships Public Water District
3384 Hazlett Road | Springfield, Illinois 62707-2522 | 217.546.3981
Regular Meeting – January 9, 2018 – 7:00 p.m.

Audio for this meeting may be found online at www.currangardner.com

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

Guest(s): Wayne Benanti and Bob Dalton

I. The Pledge of Allegiance was said.

II. Board Secretary – Ryg

The Regular Board Meeting minutes for December 12th and 21st of 2017 were tabled. The laptop is receiving a software update from LRS and should be back to working order soon.

III. Treasurer's Report – Elsner

The budget report reflects 8.5 months or 71% of FY18. Treasurer Elsner gave the following update for December 13, 2017 to January 9, 2018:

Income

Monthly District Water Income: \$110,345

Fiscal YTD Water Income: \$1,053,356

Including Other Income, Monthly District Income: \$128,596

Fiscal YTD for all income: \$1,243,881 = 76% of budget

Expenses

Monthly District Expenses: \$104,586

Fiscal YTD Expenses: \$1,092,498 = 60% of budget

Net Income (Loss)

YTD FY18 Unaudited Net Income: \$151,383

Bill List of Vendors

Vendors: \$40,471.60

A motion to accept the report was made by Trustee Diane Valois. It was second by Trustee Eric Oschwald. The motion carried.

A motion to pay the bills was made by Trustee Eric Oschwald. It was seconded by Trustee Diane Valois. The motion carried.

IV. Operations Manager's Report (Nelson)

The CGTPWD began selling water to the village of New Berlin on December 7, 2017. As of January 2, 2018, there were 2,500,000 gallons sold. This accounted for \$13,285.50 in revenue. A new rate proposed from us to them would be \$6.11/1,000 gallons which is less expensive than SSWC (please see rates below). It was the consensus of the Board to have Operations Manager Nelson draft a letter to the village of New Berlin regarding the rate. They continue to deal with a broken water main and it appears not fixable until better weather arrives.

Upcoming rate increases to the Village of New Berlin from SSWC:

Until May 31, 2018: \$8.26/1,000 gallons

From June 1, 2018 - May 31, 2019: \$8.68/1,000 gallons (an increase of .42/1,000 gallons)

On and after June 1, 2019: \$8.82/1,000 gallons (an increase of .14/1,000 gallons)

The plots of land on Lenhart Road/Bunker Hill were reviewed by crews to get ready for the new water main. There will be approximately 335-ft. of boring for this project.

It was the consensus of the Board that Operator Aaron Smith and Operations Manager Nelson attend the annual Illinois Rural Water Association's Annual Technical Conference in February.

The cross-connection control surveys continue to be mailed into the office from customers. The surveys are a requirement by the Illinois EPA. Each one is reviewed by Operations Manager Nelson for back-flow risks. There are no reported problems as of this publication.

The crews have been busy responding to customers due to frozen lines. The frigid weather conditions have lasted two weeks now.

A new *bulk water sales unit* was ordered in December. The equipment shows delivered by UPS, but there is no signature showing proof of delivery. The District continues to research the tracking number and issue.

Steve Walker (Martin Engineering) was contacted to discuss plans to serve the impending Cedarhurst Facility. Per attorney Mike Antoline's recommendation, CGTPWD is having sets of plans drawn up which show us servicing Cedarhurst.

A loop system will be needed for the Davis Farm project (twenty-five, one acre building lots) off Old Salem Road. A proposal for obtaining an easement past the end of the current road is needed. This easement would also serve the sanitary district's sewer lines. It was the consensus of the Board to proceed with this project.

No Farmingdale tower bids were received, so we will develop a more comprehensive spec sheet and try again in the future.

V. Business Manager (Graff)

Badger (hand held meter reading) no longer supports the changes to current software for our units. An upgrade is needed and should be budgeted accordingly. There are approximately 1,300 manual read meters within the District. A cloud-based software was suggested which will give

real-time accuracy. If the District goes with this new software, there will be an initial fee and monthly service fee. Business Manager Graff will continue to research it.

Engineer Middendorf noted that the village of Barry, Illinois, has an automated dial-out system that connects to customers who may experience an interruption in service. It also features a broad-based email blast to customers. As of current date, we have approximately 800 CGTPWD customer emails.

LRS presented the District with preliminary designs for the website. There will be a meeting with the production team on January 31, 2017.

VI. District Engineer's Report (Middendorf)

Connection was put into service on December 8, 2017 for the New Berlin Emergency Interconnect to address a main breakage at the bridge on Wesley Chapel for SSWC. The system is in full force and New Berlin continues to maintain water service to their customers.

Demolition of the old water tower plant continues with 30% of the Claricone removed. The filters have media vac holes cut in and full removal of media will be slated for next week. There will be backfilling outside tomorrow.

VII. Guests – n/a

VIII. Chairman, Vice Chairman and Committee Reports

- a. *Chairman* – Attorney Mike Antoine has been helpful with water laws. Special thanks to Operations Manager Wayne Nelson and Business Manager Cherril Graff who took time to read a lot of past minutes. They made copies to get to Attorney Antoine and a letter should go out next week to the City of Springfield regarding Cedarhurst.
- b. *Vice Chairman*– He will get back to the Board soon on Labor and water topics.
- c. *Finance Committee*– It's that time of year to start thinking about the new budget.
- d. *Planning Committee*– A new subdivision could be in our future, so it is important to take inventory of pipe, pricing, finish loops and such. There will be an extension of the loop on Butler, Lynnhart and Bunker Hill, so we need to plan accordingly. A special thanks to Trustee Hammitt for attending the Sangamon County Building and Zoning monthly meeting.
- e. *Personnel Committee*– n/a
- f. *Systems Over-sight Committee*– n/a
- g. *Policy and Procedure Committee*– n/a
- h. *Ordinance Committee*–n.a

IX. Unfinished Business

It was the consensus of the Board to draft a letter regarding sewer collection fees to the village of Curran so they may use it for their USDA funding loan.

X. New Business

a. Review and approve pay application #2 (Water Treatment Plant): Vice Chair Folder made a motion approve \$211,509.26 for Leander and \$21,856.10 for MECO per USDA Rural Water loan timetable. Trustee Dorr second the motion. There was a roll call vote:

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

With seven yes votes, the motion carried.

b. Water Tower Painting Bid Opening (postponed due to no bids) It was suggested to bundle this painting with other projects to attract more bidders since there were no bids.

XI. Guests - none

XII. Executive Session

A motion was made by Trustee Oswald to go into Executive Session. It was seconded by Trustee Dorr. A roll call vote was taken:

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

With seven yes votes, the motion carried.

The Board left the room at 7:47 p.m.

The Board returned at 8:01 p.m.

A motion was made to return to the regular meeting by Vice Chair Folder. Trustee Dorr second the motion. A roll call vote was taken:

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

With seven yes votes, the motion carried.

Chairman Mitchell said that the Board discussed property management while in Executive Session.

XIII. Adjournment – Having no further business before the Board, they adjourned at 8:06 p.m.

Signed by Secretary Ryg – Approved on February 13, 2018

Signed by Chairman Mitchell – Approved on February 13, 2018

Official Seal of Curran-Gardner Townships Public Water District: