

Curran Gardner Townships Public Water District Minutes

Board of Trustees Regular Monthly Meeting

Tuesday, December 9, 2014 at 7:00 p.m.

CGTPWD Administrative Office

3384 Hazlett Road

Springfield, Illinois 62707

The following board members were present: Chairman Jim Mitchell, Vice Chair Diane Valois, Trustee Todd Folder, Trustee Bob Green, Trustee Eric Oswald, Trustee Carol Helmerichs, Trustee Kurt Taraba, Engineer Max Middendorf, Business Manager Cherril Graff and Superintendent Bob Dalton

Guests: Mike Hammitt, Rose Hammitt, Wayne Benanti, Attorney Roland Cross, Wayne Benanti, Tom Spann, Carolyn Spann and Dennis Dorr.

The Pledge of Allegiance was said.

II. Secretary's Minutes: The November 11, 2014 minutes were distributed. A motion was made by Trustee Eric Oswald to approve the minutes with changes. Trustee Bob Green second the motion. The motion passed.

III A. Treasurer's Budget Report: Treasurer Schuett said November's budget report for income shows \$135,191.25. The year-to-date is \$1,272,727.50. The total expenses for November are \$192,012.37. The year-to-date total expenses were \$1,392,495.17.

There were 12,870,000 gallons pumped in November of 2014 and \$134,519.78 was invoiced for 11,991,034 gallons billed. That is a 6.84% difference between gallons pumped and gallons billed.

A motion was made by Trustee Bob Green to accept the budget report pending audit. Trustee Eric Oswald second the motion. The motion carried.

III B. Treasurer's Bills: Treasurer Schuett said IMCO bills showed pipe paid for on Line #38 (\$3,073.35) and Line #39 (\$2,461.00).

The audit will be completed on December 26, 2014.

Trustee Carol Helmerichs made a motion to approve the bills. Trustee Oswald second the motion. The motion passed.

IV. Superintendent Report (Bob Dalton): The District will seek additional bids for the installation of a hood and vent that will exhaust the alum dust to outside of the plant. There is a bid currently for \$6,000.00 for the alum exhaust system. An investigation of the costs for a plant dehumidifying system indicated the approximate cost in the \$20,000 range. The District will seek additional bids for the dehumidifiers. Trustee Bob Green would like to investigate the size of the motor and pipe on the system on the proposed alum exhaust system.

The water plant building's gutter work is scheduled to begin in the near future, depending upon weather.

Proposals for cleaning of the lagoons will be put out for bid. In the past Merrel Brothers has done the job.

Treasurer Schuett and Superintendent Dalton will go over the future budget to potentially replace the Toyota truck. The District received \$3,800.00 from the insurance company for the repair of that truck. Also, the bed of the Ford truck needs replaced, and the District will be working on obtaining pricing for that in the future. The Ford truck has 90,000 miles on it.

A request from the public was made to CGTPWD Board for a personal tour of the water plant. Chairman Mitchell said he is encouraged by the community taking an interest in the District and would like to see that request fulfilled.

Superintendent Dalton announced there will be a special joint board meeting with Menard Rural Water Coop on Thursday, December 11, 2014 at 7:00 p.m that will be held at the Gardner Township Hall. Notification information for the meeting was sent to the two hundred and eleven residents in the area and to the local newspapers which serve the area. Some residents have already RSVP to it. Trustee Folder asked for a sign-in sheet for the meeting and Business Manager Graff said it is in process. Engineer Middendorf suggested Platt books be used at the meeting and GIS mapping would be tapped up to the wall. He will bring easels and 11 x 17 hand-out maps. All Trustees of CGTPWD are encouraged to attend.

The Wesley Chapel Road project is complete.

New Berlin-CG Emergency Interconnection is waiting for John Myers, the attorney for both the SSWC and the Village of New Berlin, for the status of the progress.

SCADA – Attorney Roland Cross sent a letter to the vendor, Advanced Automation and Control, to have the punch list finalization. Chairman Mitchell asked if the Certified Mail was received and Attorney Cross said he would check.

Water Tower Inspection – The inspection by Caldwell is schedule for December 9, 2014.

Plant Manager – The District has received ten resumes for the position. Superintendent Dalton along with specific Trustees will review the resumes and schedule interviews. Superintendent Dalton will put together a list of specific interview questions.

V. Manager's Report: Vacant

VI. Business Manager Cherril Graff's Report: Incorporated report into Superintendent Dalton's Report.

VII. Engineer's Update: Engineer Middendorf said the construction permit application for Well #2 Platform Modifications is ready for signature. A motion was made by Trustee Taraba for Chairman Mitchell to have the ability to sign off on the construction agreement. Vice Chair Valois second the motion. The motion carried.

An official policy may be needed from the District regarding remote fire hydrants and metering procedures.

MECO Engineering is finalizing the life cycle and cost analysis for cost comparisons on the USDA Pre App for Phase I Water Treatment Plant Improvements.

VIII. Chairman Mitchell reminded everyone of the special joint board meeting on Thursday, December 11, 2014 at 7 p.m. at the Gardner Town Hall.

IX. Guests: Ms. Dove, a customer of Curran Gardner for over twenty years, brought a concern to the water board about the current billing process. Cherril Graff assisted Ms. Dove with her concern and will look to address the specific issue with a long term solution.

X. Unfinished Business: The State's Attorney has received a phone call from Attorney Dwight O'Keefe on the extension of voting rights. It is pending.

XI. IMCO Bills: While we are not past due customers to IMCO, the amount of \$7,336.62 will be used to resolve invoice issues at approximately \$54,378.62 due to lack of paperwork with the loads. There was a credit for \$22,242.00 from IMCO. There was a balance also owed of \$32,336.62. This issue will be resolved in the future by employees signing slips. It was clarified that all packing slips are broken down by project. Treasurer Schuett said each check issued by CGTPWD includes three invoices numbers on it. Trustee Green made a motion to pay IMCO \$7,336.62. Trustee Oswald second the motion. The motion carried.

XII. Guests: Current audit findings were discussed and past audit findings can be researched online through State Treasurer Topinka's website.

A roll call vote was taken to go into executive session.

[Board Exits at 8:28 p.m.]

[Board Enters at 9:59 p.m.]

A roll call vote was taken to come back into Regular Session:

1. Trustee Folder: Yes

2. Vice Chair Valois: Yes
3. Chairman Mitchell: Yes
4. Trustee Taraba: Yes
5. Trustee Helmerichs: Yes
6. Trustee Oswald: Yes
7. Trustee Green: Yes

The Executive Minutes from November 11, 2014 passed with corrections.

Adjournment was at 10:02 p.m.