

**Curran-Gardner Townships Public Water District**  
**3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981**  
**Tuesday, February 11, 2025 | 7:00 p.m. | Regular Board Meeting**

Members: Chairman James Mitchell, Vice Chairman Mike Irwin, Trustee Eric Oschwald, Trustee Bill Moss, Trustee Mark DiMarzio (excused), Trustee Jim Mayes, Trustee Wayne Benanti, Operations Manager Aaron Smith, Engineer Max Middendorf (excused), Business Manager Cherril Graff, Treasurer Stacy Stremsterfer, and Secretary Jessica Ryg

*Guests:* Todd Folder

**I. Call to Order:** Chairman called the meeting to order at 7:00 p.m.

**II. Pledge of Allegiance**

**III. Secretary (Jessica Ryg)**

Chairman Mitchell made a motion to table the minutes from Tuesday, January 11, 2025. Vice Chair Irwin second the motion. The motion carried.

**IV. Guests/Visitors:** none

**V. Treasurer (Stremsterfer)**

The CGTPWD Budget Report reflects 9 months or 75% of FY'25 activity. The Income and Expenses Report for January:

**Income:**

Month End District Water Income

February Report (January 15, 2025 – February 11, 2025): \$161,753.00  
January Report (Dec. 11, 2024 – January 14, 2025): \$159,862.00  
December Report (November 13, 2024 – December 10, 2024): \$155,263.00

Fiscal YTD Water Income

February Report (January 15, 2025 – February 11, 2025): \$1,533,922.00  
January Report (Dec. 11, 2024 – January 14, 2025): \$1,372,168.00  
December Report (November 13, 2024 – December 10, 2024): \$1,212,922.00

Month End District Income - Including Other Income

February Report (January 15, 2025 – February 11, 2025): \$186,181.00  
January Report (Dec. 11, 2024 – January 14, 2025): \$177,740.00  
December Report (November 13, 2024 – December 10, 2024): \$193,394.00

Fiscal YTD for All Income

February Report (January 15, 2025 – February 11, 2025): \$1,868,690.00 = 103%  
January Report (Dec. 11, 2024 – January 14, 2025):  
December Report (Nov.13, 2024 – December 10, 2024): \$1,505,127.00 = 112%

**Expenses:**

Month End Operating Expenses

February Report (January 15, 2025 – February 11, 2025): \$144,951.00  
January Report (Dec. 11, 2024 – January 14, 2025): \$199,460.00  
December Report (November 13, 2024 – December 10, 2024): \$110,216.00

Fiscal YTD Expenses of Operating Budget

February Report (January 15, 2025 – February 11, 2025): \$1,499,872.00 = 121%  
January Report (Dec. 11, 2024 – January 14, 2025): \$1,284,410.00 = 117%  
December Report (Nov. 13, 2024 – December 10, 2024): \$1,075,357 = 112%

**Net Operating Income (Loss)**

The YTD FY25 Unaudited Net Operating Income

February Report (January 15, 2025 – February 11, 2025): \$368,818.00  
January Report (Dec. 11, 2024 – January 14, 2025): \$398,099.00  
December Report (November 13, 2024 – December 10, 2024): \$429,771.00

Budgeted Debt Service & Short-Lived Assets (SLA): \$46,788.00 which transfers each month to Debt & Service accounts

Capital Expenses for the Period:

February Report (January 15, 2025 – February 11, 2025): \$40,503.00  
January Report (Dec. 11, 2024 – January 14, 2025): \$0 (correct)  
December Report (November 13, 2024 – December 10, 2024): \$24,000.00

Net Income for the Period:

February Report (January 15, 2025 – February 11, 2025): (\$46,061.00)  
January Report (Dec. 11, 2024 – January 14, 2025): \$68,508.00  
December Report (November 13, 2024 – December 10, 2024): \$12,390.00

Trustee Oschwald made a motion to approve the profit and loss report pending audit. Trustee second the motion. The motion carried.

**Bills List of Vendors – Total Payments to Vendors:**

February Report (January 15, 2025 – February 11, 2025): \$185,860.34

January Report (Dec. 11, 2024 – January 14, 2025): \$165,946.89  
December Report (November 13, 2024 – December 10, 2024): \$208,082.98

Trustee Oschwald made a motion to pay the bills with the exception that Lane Hudgins will be paid through Steve Harris. Trustee Moss second the motion. The motion carried. (7:12 p.m.)

Darcy Marr of Illinois National Bank (217-747-8601) provided signature cards. All CGTPWD Trustees were asked to stay after tonight's meeting and sign them.

## **VI. Operations Manager's Report (Aaron Smith)**

No water loss report for this month.

The corkscrew drive motor and gearbox were changed out on the lime system. The old unit was sent to 1<sup>st</sup> Electric in Springfield for inspection and repair.

The Operations staff attended the annual J.U.L.I.E. pipeline safety and updates training session in Springfield. There were several law changes that took effect on January 1, 2025. Also, signed up for Julie's remote Ticket Entry that allows the District to process their own dig tickets and emergency locates without delay, plus allows photos and maps to be attached to locate tickets and search for new and old dig tickets.

The staff attended two Sangamon County Regional Planning Commission meetings. One was held on February 5, 2025, about an independent living addition to Cedarhurst development. Operations Manager Smith provided a schematic of the proposed units. The second meeting was on February 6, 2025, was in regard to the proposed Wabash Park Subdivision located south of the AMC Theater on Mercantile Drive. A blueprint for the projected subdivision was distributed to Trustees.

The Operations Manager received three requests for water main extensions estimates. They were for Bomke Road, Salisbury Cemetery Road and Stagecoach Road.

The bi-annual sludge report was completed and mailed to the Illinois Environmental Protection Agency (IEPA).

Chairman Mitchell, Vice Chair Irwin, Todd Folder and Operations Manager Aaron Smith have been preparing for depositions that will be held on Monday, March 24 and Tuesday, March 25.

The Village of Pleasant Plains Public Works Superintendent resigned. Todd Folder agreed to be their Responsible Operator in Charge (ROIC) during the interim. He is completing those duties after hours. CGTWPD has informed the Pleasant Plains Trustees that we are willing to help. Todd Folder spoke about this initiative to the Trustee during the meeting. (7:23 p.m.)

## **VII. Business Managers Report (Graff)**

The rate study for CGTPWD with Illinois Rural Water Association continues. All documents were submitted, and Clark Cameron with IRWA will work on this project after his return. ILRWA

is a non-profit organization who provides training, resources and technical assistance to rural water and wastewater systems. ([www.Ilrwa.org](http://www.Ilrwa.org))

Business Manager Graff distributed a sample *adopting ordinance* to the CGTPWD Board. It will be a valuable resource to help codify future ordinances.

A customer's liens in question were paid.

Beacon will be doing the handheld conversion soon.

Customers have been updating their contact information. This month showed 20 customers who submitted new data, and six new accounts created.

Item	October	November	December	January	February
Monthly Disconnect Letters Sent	167	135	125	n/a	138
Disconnect Letters Sent Current FY	910	1,045	1,170	1,170	1,308
Currently Set for Disconnect	75	48	58	0	n/a
Disconnected - Still Off Since Last Month	1	2	3	3	3
Disconnect Fees Applied for Current	\$100 (2 x \$50)	\$350 (7 x \$50)	\$350 (7x\$50)	0	0
Letters Sent to Update Contact Info	0	0	0	0	1
Contact Information Updated	0	3	5	0	20
Current Liens	13	13	13	14	14
Notice Letter to File Lien	0	0	0	1	0
New Liens Filed	0	0	0	1	0
Liens Filed Current Fiscal Year	0	0	0	1	1
Liens Released by FY	2	2	2	2	2
Total Cellular Meters	1,676	1,687	1,655	1,655	n/a

Manual Meters	182	181	180	180	n/a
Radio Meters	792	784	785	785	n/a
Deduct Meters Cellular Radio	44 Total 4 Cell/ 40 Radio	44 Total 4 Cell/ 40 Radio	44 Total 4 Cell/ 40 Radio	44 Total 4 Cell/ 40 Radio	44 Total 4 Cell/ 40 Radio
New Tap-ons	6	1	1	0	0
New Tap-ons YTD	11	12	12	17	17
Total Active Customers	2,573	2,575	2,576	n/a	2,564
New Accounts Created	9	8	3	n/a	6
New Accounts Created FY	56	64	67	n/a	86

### **VIII. District Engineer's Report (Excused: Middendorf)**

#### **SRF 1 | Project #620-081**

The IEPA construction permit was received, and loan documents are proceeding. Funding nomination forms submitted to IEPA SRF (FY 2025 funding ranking).

#### **SRF 2 | Project #620-082**

The Water Tank Rehabilitations project is on the 2024 funding list. The IEPA construction permit renewed for SRF 2 tank rehabs. Funding nominations were resubmitted for SRF 2.

#### **SRF 3 | Project #620-083**

The Curran Pressure Zone Improvements: preliminary plans are progressing.

#### **Project 620-084.001 | Project 620-084.002**

GIS Mapping Boundary; Hydraulic Analysis: MECO continues to review discovery and interrogatory responses. Engineer Middendorf is attending depositions and continues to work with Attorney Harris' team.

#### **Project 620-086; -001; 002**

Project: Curran Watermain Loop. Received ROW documentation from RailPros. Topography survey is scheduled. IEPA permit application will be drafted next.

#### **Project 620-087; -001; 002**

Winch Lane Watermain Loop: The IEPA permit application was drafted.

### **IX. Chair, Vice Chair and Committee Reports**

- a.) Chair (Mitchell): The Chairman has been heavily involved in depositions. He said there were numerous exhibits and statements presented, and our expert witnesses did a good job explaining each piece.
- b.) Vice Chair (Irwin): Vice Chair Irwin said the 1926b attorney will be working on transcripts of those deposed. CGTPWD will receive transcriptions for anyone interested in reading them.

Finance (Oschwald/DiMarzio): Trustee Oschwald explained next year's budgeting process will begin. He asked everyone to research their area's needs and report back. He will be working with Trustee DiMarzio on the annual budget.

- c.) Planning (Mitchell/Moss): no report.
- d.) Personnel (Mitchell/Moss): no report.
- e.) Systems Oversight (Irwin/Benanti): no report.
- f.) Policy and Procedures (Irwin/Benanti): no report.
- g.) Ordinance Committee (Mayes/Oschwald): Chairman Mitchell spoke about the CGTPWD Ordinances that have researched and reviewed by American Legal Publishing. Here is an example of other Illinois cities that have organized their governmental ordinances online <https://codelibrary.amlegal.com/regions/il>. Ultimately CGTPWD will have something similar available. Chairman asked that Trustee Oschwald and Trustee Mayes to collaborate with Business Manager Graff to finalize the ordinances.

## **X. New Business**

### **a. Budget Amendment #4**

Vice Chair Irwin made a motion to table Budget Amendment #4. Trustee Moss second the motion. The motion carried.

### **b. Security Cameras**

The Chairman gave the history of the video surveillance used at CGTPWD. He said the cameras have helped protect our water treatment facility, district office building, and surrounding areas to deter crime and vandalism, plus monitor inventory, and give peace of mind to for customer's safety when they use the outdoor payment mailbox. Trustee Oschwald inquired if there were any grants available through Homeland Security or FEMA.

c. Ordinance Codification – This item was covered during committee reports.

## **XI. Guests - none**

## **XII. Executive Session - none**

## **XIII. Return to Open Meeting – none**

#### **XIV. Adjournment**

A motion was made by Vice Chair Irwin to adjourn. Trustee Mayes second the motion. The motion carried. The Board adjourned at **7:48 p.m.**