

Curran-Gardner Townships Public Water District
3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981
Tuesday, January 10, 2023 – 7:00 p.m. – Regular Board Meeting

Members: Chairman James Mitchell, 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 (excused) and Secretary Jessica Ryg

Guests: Todd Folder and Wayne Benanti

I. Call to Order: Chairman Mitchell called the meeting to order at **7:09 p.m.**

II. Pledge of Allegiance

III. Secretary (Jessica Ryg)

Trustee Irwin made a motion to approve the Tuesday, December 13, 2022, Regular Meeting minutes amended changes. Trustee Moss second the motion. The motion carried.

IV. Treasurer (Mary Ann Becker)

The CGTPWD Budget Report reflects 8 months or 67% of FY'23 activity. Treasurer Becker gave the following Income and Expenses Report for December of 2022:

Income

Month End District Water Income: \$168,769

Fiscal YTD Water Income: \$1,247,754

Month End District Income (including other income): \$185,377

Fiscal YTD for all income: \$1,461,601 = 70% of the Budget

Expenses

Month End Operating Expenses: \$147,980

Fiscal YTD Expenses: \$787,842 = 61% of the Operating Budget

Net Operating Income (Loss)

The YTD FY23 Unaudited Net Operating Income: \$673,759

Budgeted Debt Service: \$47,717 (transfers each month to Debt & Service accounts)

Capital Expenses for the Period: \$325.00

Net Income for the Period: -\$10,645

Bills – Total Payments to Vendors (December 13, 2022 – January 9, 2022): \$121,859.26
Treasurer Becker provided the Board with an audited Operating Balance Sheet ending December 31, 2022. She distributed the Reserves & Debt Funds Balance Sheet plus the Quarterly Profit and Loss Sheet ending December 31, 2022.

Trustee DiMarzio made a motion to accept the Treasurer's report pending audit. Trustee Moss second the motion. The motion carried.

Vice Chair Davis made a motion to pay the District's bills at \$121,859.26. Trustee Moss second the motion. The motion carried.

V. Operations Manager's Report (Aaron Smith)

Water loss report for November 22, 2022 – December 20, 2022:

Amount of Treated Water Sent to Distribution System: 9,460,000 gallons (Note: This was a 28-day billing cycle.)

Amount of Water Billed to Customers: 8,151,000 gallons. This includes bulk water sales.

Amount of Water Loss: 13.8%

Amount of Water Loss: 1,309,000 gallons

Amount of Water Loss by Gallons per Minutes: 32.46 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.

The Village of Pleasant Plains emergency interconnect was turned on for 13 days and used 1,609,000 gallons.

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

Operations Manager Smith continues to work on IEPA SRF questions with Jane Rushford from MECO. They also discussed the land application permit (MECO is in the process of completing).

A broken hose was repaired at the Farmingdale water tower bulk water facility. A special thanks to Gardner Township for letting CGTPWD use their bucket truck.

The annual Tier 2 report was completed and sent to Illinois Emergency Management Agency (IEMA).

One of the plant dehumidifiers was repaired. A clean-out was installed on the lime batch tank drain to improve future maintenance.

A resident requested two water main extension estimates. The first site would be an appx. 1,600 ft. extension on the west end of Tolan Road at appx. The other site would be an appx. 10,500 extension west of the New Berlin interconnect.

Tom has been working on the Source Water Protection Plan and the vulnerability waiver. When finished, those items will be submitted to the IEPA.

VI. Operations Managers Report (Cherril Graff)

There are 348 pipe surveys completed as of date.

Office Action Item:	Quantity:	Date:
Initial Disconnect Letters Sent (December)	168	12/28/22
Disconnect Alerts Sent (5/1/22 – 12/31/22)	1142	1/10/23
Currently Set for Disconnect	55	1/10/23
Disconnect (still off from last month)	3	1/10/23
Disconnects Still Shut-off from Last Month	\$650 (13 x \$50)	1/10/23
Letters Sent to Update Contact Information	0	n/a
Contact Information Updated	1	1/10/23
Current Liens	16	1/10/23
Notice Letters Sent to File Lien	0	n/a
New Liens Filed (December)	1	n/a
Liens Filed as of 5/1/22 – 12/31/22	6	1/6/23
Liens Recently Released (December)	0	n/a
Total Liens Release from 5/1/22 – 12/31/22	2	1/6/23
Total Cellular Meters Installed	1,360	1/6/23
Manual Meters	282	1/6/23
Radio Meters	948	1/6/23
Deduct Meters/Cellular Meters/Radio Meters/Manual	42/2/39/1	1/6/23
New Tap-ons (December)	0	1/6/23
New Tap-ons (5/1/22 – 12/31/22)	16	1/6/23
New Accounts Created (December)	11	1/10/23
New Accounts Created (5/1/22 – 12/31/22)	100	1/10/23
Total Customers	2,549	1/10/23

VII. District Engineer's Report (Middendorf)

IEPA SRF 30 Water Tank Rehabilitation: Farmingdale Elevated Tank Update - Safety standards have evolved since this tank was built. One of these examples includes removing the rolling ladder at the tank site. In addition, the hand railing increased to 42-inches tall. In addition, the runway/catwalk must be 24-inches wide. Each tank will need a cable restraint for a person to be safe at the top of the tank. In addition, the tank will need manhole access.

Well 7 is pending piping and wiring due to weather.

It was noted that Archologist Larry Conrad will no longer be fulfilling any Osage Nation's expanded requirements. In return, Osage Nation could file an injunction in court. MECO will keep the CGTPWD Board updated.

SRF 22.01 – Well Field Improvements: Archaeologist Larry Conrad's field work is complete at CGTPWD. However, Osage Nation expanded the reconnaissance data.

SRF 22.02 – Water Tank Rehabilitations: MECO continues to compile project budgets for rehabilitation work based on tank inspections.

SRF 22.03 – Curran Pressure Zone Improvements: The design scope is pending.

VIII. Guests – n/a

IX. Chairman, Vice Chair and Committee Reports

- a. Chairman: No word from the City of Springfield regarding the Intergovernmental Agreement.
- b. Vice Chair – no report
- c. Finance (Oschwald, DiMarzio) – no report
- d. Planning (Valois, Mitchell) – no report
- e. Personnel (Mitchell, Moss) – Trustees will check the union contract date(s) to find out when negotiations begin.
- f. Systems Oversight (Davis, Irwin) – no report
- g. Policy and Procedures (Valois, Irwin) – no report
- h. Ordinance Committee (Mitchell, Oschwald)

Review and Approval of Ordinance 70: This ordinance effectively amends Section 2a of No. 12. It states the rules for water service application, minimum service size, material and labor charges, plus District and applicant responsibilities and when monthly usage billing will commence. A *Water Service Installation Fee Schedule* exhibit was also created. The fee schedule details water service sizes, types, fees and renter's deposits. It details material and labor to install water service in the District including the addition of a 1 ½ inch service and reference to services 3 inches and larger. The purpose of this fee schedule is to enable the Board of Trustees to change service fees without having to create a new ordinance (that would amend an old ordinance) each time a fee change is required. It also adds a requirement for newly developed subdivisions to include a curb stop box.

Chairman Mitchell made a motion to accept Ordinance 70. Trustee DiMarzio second the motion. Chairman Mitchell called for a roll call vote:

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

With five yes votes, the motion carried.

X. New Business

XI. Guests – n/a

XII. Executive Session – n/a

Chairman Mitchell made a motion to go into Executive Session. Trustee Irwin second the motion. A roll call vote was taken:

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

With five yes votes, the motion carried.

Board exits at 8:03 p.m.

Board returns at 8:36 p.m.

Chairman Mitchell made a motion to return to the regular board meeting. Trustee DiMarzio second the motion. Chairman Mitchell called for a roll call vote:

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

With five yes votes, the motion carried.

Chairman Mitchell made a motion to hold Executive Minutes:

- July 12, 2022
- August 9, 2022
- September 13, 2022
- November 15, 2022
- December 14, 2022

Trustee Irwin second the motion. Chairman Mitchell called for a roll call vote:

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

With five yes votes, the motion carried.

XIII. Return to Open Session– n/a

XIV. Adornment 8:39 p.m.