

**Curran-Gardner Townships Public Water District**  
**3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981**  
**Tuesday, June 9, 2020 – 7:00 p.m. – Regular Board Meeting**

**No Audio.**

Members: Chairman Mitchell, Vice Chair Mayes, Trustee Oschwald, Trustee Moss, Trustee Valois, Trustee Hammitt, Trustee Davis, Operations Manager Nelson, Engineer Middendorf, Treasurer Elsner, Secretary Ryg and Business Manager Graff (excused)

Guests: Wayne Benanti and Todd Folder

I. Call to Order at 7:00 p.m. and the **Pledge of Allegiance** was said.

**II. Secretary (Ryg)**

A motion was made to accept the May 12, 2020 minutes by Trustee Moss. Trustee Oschwald second the motion. The motion passed.

**III. Treasurer (Elsner)**

The CGTPWD Budget Report reflects 1.5 months or 13% of FY21 activity. Treasurer Elsner gave the following Income and Expenses Report for May 1, 2020, through June 9, 2020, which includes the Profit and Loss Budget Performance Report.

**Income:**

Month End District Water Income: n/a

Fiscal YTD Water Income: \$204,763

Month End District Income (including other income): n/a

Fiscal YTD for all income: \$210,793 - 11% of budget

**Expenses:**

Month End Operating Expenses: n/a

Fiscal YTD Expenses: \$123,818 = 10% of Operating Budget

**Net Operating Income (Loss):**

The YTD FY20 Unaudited Net Operating Income: \$86,975

Budgeted Debt Service for this period: \$46,977

Capital Expenses for the period: n/a

After transfer of funds to interest bearing accounts, Net Unaudited Income for period: \$39,998

**Bills – Total Payments to Vendors (May 13, 2020 – June 9, 2020): \$58,805.85**

Trustee Oschwald made a motion to approve the Treasurer's Profit and Loss Budget Report pending audit. Trustee Bill Moss second the motion the motion carried.

Trustee Oschwald made a motion to pay the bills. Trustee Moss second the motion. The motion carried.

Treasurer Elsner notified the CGTPWD Board that Eck, Schafer and Punke have started the annual audit.

#### **IV. Chairman, Vice Chair, and Committee Reports**

- a. Chairman – n/a
- b. Vice Chairman – n/a
- c. Finance – n/a
- d. Planning – n/a
- e. Personnel – n/a
- f. Systems Over-sight – n/a
- g. Policy and Procedure Committee – n/a
- h. Ordinance Committee – n/a

#### **V. Motion to Adjourn**

A motion was made by Vice Chair Mayes to adjourn the Regular Monthly Board Meeting for nomination for CGTPWD Board Chair and Vice Chair as well as nominations for Secretary and Treasurer, all which are held annually. Trustee Davis second the motion. The motion carried.

[\(Regular Meeting Adjourned.\)](#)

#### **VI. Meeting Called to Order**

**VII. Seat Sworn Trustees** – tabled due to *no* new trustees.

#### **VIII. Nominations to Elect Board Chairman**

Trustee Mitchell explained the nomination process. He opened the floor to nominations for the position of Chairman of the CGTPWD Board.

Trustee Valois nominated Trustee James T. Mitchell for the position (retainment) of CGTPWD Chairman. A roll call vote was taken:

Trustee Don Davis: Yes  
 Trustee Diana Valois: Yes  
 Trustee Jim Mitchell: Yes  
 Trustee Jim Mayes: Yes  
 Trustee Bill Moss: Yes  
 Trustee Eric Oschwald: Yes

With seven yes votes, the nomination of Chairman James T. Mitchell passed. The Board welcomed Chairman Mitchell back.

#### **IX. Nominations and Elect Vice-Chair**

Trustee Don Davis nominated Trustee Jim Mayes for the position of CGTPWD Vice Chairman. A roll call vote was taken:

Trustee Don Davis: Yes

Trustee Diana Valois: Yes  
 Chairman Jim Mitchell: Yes  
 Trustee Jim Mayes: Present  
 Trustee Bill Moss: Yes  
 Trustee Eric Oswald: Yes

With six yes votes and one present vote, the nomination for Vice Chairman Jim Mayes passed. The Board welcomed Vice Chairman Jim Mayes back.

#### **X. Nominations and Appoint Water Board Secretary**

Trustee Don Davis nominated Jessica Ryg for the position of CGTPWD Secretary. A roll call vote was taken:

Trustee Don Davis: Yes  
 Trustee Diana Valois: Yes  
 Chairman Jim Mitchell: Yes  
 Vice Chair Jim Mayes: Yes  
 Trustee Bill Moss: Yes  
 Trustee Eric Oswald: Yes

With seven yes votes, the nomination of Secretary Ryg passed. The Board welcomed back Secretary Jessica Ryg.

#### **XI. Nominations and Appoint Board Treasurer**

Vice Chair Mayes nominated Katherine Elsner for the position of CGTPWD Treasurer. A roll call vote was taken:

Trustee Don Davis: Yes  
 Trustee Diana Valois: Yes  
 Chairman Jim Mitchell: Yes  
 Vice Chair Jim Mayes: Yes  
 Trustee Bill Moss: Yes  
 Trustee Eric Oswald: Yes

With seven yes votes, the nomination of Treasurer Elsner passed. The Board welcomed back Treasurer Katherine Elsner.

#### **XII. Set Regular Board Meetings Dates and Times**

Chairman Mitchell set a resolution to have the CGTPWD Regular Monthly Board Meetings on the second Tuesday of each month with a meeting time of 7:00 p.m. This following dates and times will commence for the fiscal year:

- July 14, 2020 at 7:00 p.m.
- August 11, 2020 at 7:00 p.m.
- September 8, 2020 at 7:00 p.m.
- October 13, 2020 at 7:00 p.m.
- November 10, 2020 at 7:00 p.m.

- December 8, 2020 at 7:00 p.m.
- January 12, 2021 at 7:00 p.m.
- February 9, 2021 at 7:00 p.m.
- March 9, 2021 at 7:00 p.m.
- April 13, 2021 at 7:00 p.m.

A roll call vote for these dates and times was taken:

Trustee Don Davis: Yes  
 Trustee Diana Valois: Yes  
 Chairman Jim Mitchell: Yes  
 Vice Chair Jim Mayes: Yes  
 Trustee Bill Moss: Yes  
 Trustee Eric Oschwald: Yes

With seven yes votes, the motion carried.

### **XIII. Appointment of Committees**

Vice Chair Mayes suggested that the new Trustees (Trustee Davis and Trustee Moss) serve on various committees. Trustee Davis was selected to serve on the Systems Oversight Committee, He will join Vice Chair Mayes on this committee. Trustee Moss was selected to serve on the planning committee. He will join Trustee Hammitt.

It was the consensus of the Board to go back into Regular Session for nomination.

[\(Return of Regular Session.\)](#)

### **XIV. Operations Manager's Report (Nelson)**

Water Report for April 17, 2020 through May 15, 2020:

- Amount of Treated Water Sent to Distribution System: 11,288,00 gallons (Noted: This was a 28-day billing cycle.)
- Amount of Water Billed to Customers: 9,136,066 gallons (includes bulk water sales)
- Total Amount of Water Sold to Customers (Produced at Water Treatment Plant): 9,136,066 gallons
- Amount of Water Loss: 10.2%
- Amount of Water Loss: 1,037,934 gallons
- Amount of Water Loss by Minutes: 25.7 gallons/minute

Disclaimer: No water from CWLP or the South Sangamon Water Commission or customer billings served by them had any bearing on the determinations made in this report.

Well #7 Progress: Brotcke, Well & Pump have not been able to work at the site due to flooding and/or muddy conditions.

The Village of Curran Litigation: There has been no movement on this matter due to Covid-19 curtailing any court actions.

Wagon Ford Road: Weather permitting, the District will run a poly pig through the water main connection at Spaulding Road to the end of the new main later in the week to ensure water main compliance at the City of Springfield water interconnect.

The field crew replaced meter yokes and/or pits in the distribution system.

Prairie Creek Road Project: Heavy rainfall prevented installing any additional water main.

The final inspection of the Plant took place on Wednesday, June 3, 2020, before the warranties expire on Saturday, July 4, 2020. Engineer Middendorf will discuss this in his report.

The Illinois State Police contacted the CGTPWD about the overhead fill pipe at the Farmingdale Pay Meter that was laying on the ground due to a customer failing to remove his/her plastic pipe before pulling out (no water loss). The station will be repaired quickly at the Farmingdale Pay Meter.

#### **XV. Business Manager's Report (Graff)**

This report was emailed to CGTPWD Trustees which spurred a conversation about Badger Meters. This topic will be discussed in the future.

#### **XVI. District Manager's Report (Middendorf)**

The Beacon Software representative will be at the District on Monday, June 22, 2020 to train staff and field crew. It was again noted during the CGTPWD Regular Meeting that major recalibrations are needed on the CGTPWD meters as they are showing their age.

The Plant's isolation valve will need to address the backwash line in order for no further air intrusion (back into the backwash system). This will help decrease the water rate loss.

Pump #1 Reading (rated at 800 gallons per minute): 65 psi – which has fallen off drastically in water production – will need to be rebuilt (crane assembly) or replaced

Pump #2 Reading (rated at 300 gallons per minute): 62 psi

Pump #3 Reading (rated at 400 gallons per minute): 42 psi

Trustee Oswald asked if (in theory) if Pump #1 failed, would Pump #2 and Pump #3 be able to produce enough water to support the current system. Engineer Middendorf answered his question with an affirmative yes since the new Plant equipment plus previously enhanced SCADA system has the ability to manipulate the software to produce a certain quantity of water via pumps to meet demand. Trustee Moss inquired about a meter's life expectancy. Engineer Middendorf explained that the readings could drift and read less accurately as the meter ages, so the District continues to keep a close eye on this. It was confirmed AWA recommends a mean value of +/- 2.

The filters (as far as the mechanical apparatus seem) are working now. There are no additional leaks. The District awaits AAC's calibration data to successfully feed the pace lime feed based on the pH sensor/user setpoint. Merrick (the District's Lime Feed supplier) has scheduled a service representative to field install pressure gauges, address seal water calibration for the feed pump. A former Class A Water Operator will be at the Plant to check the media loss and air intrusion in the backwash. The valves will need to be installed to control the hiccups in the system. The Plant will install new valves to see how it will effect the system. Trustee Valois

asked when the Butterfly Valves will be delivered. Engineer Middendorf hopes they will arrive in a week.

Well #7 Study/Design: Brotcke, Well & Pump completed the southern test well. The District is still waiting for water to recede for a sufficient duration to complete the eastern test well.

Engineer Middendorf feels that the District needs to be sensitive to the flow range needed to support current customers and cautioned that too big of a pump will not work out well with the Plant system.

Engineer Middendorf explained the application process for the new ReBuild Illinois grant under the Department of Commerce and Economic Opportunity. With proper documentation, the grant could possibly fund the new automated read water meters that Business Manager Graff and her office team have been researching. It could also finance the repainting needed at the Old Jack Water Tower. The grant is under the current governor's administration and offers a monetary contribution to a government entity like CGTPWD at approximately \$271,828 which is approximately 26% of the funds requested. It was noted that Sangamon County Board/Brian Davis could possibly assist with the compilation of grant data along with the application process and possible/eventual public hearing needed if awarded. It was noted that the grant excluded project delivery costs, which puts the District's grant application in a better position. The former grant guidelines were approximately 6% and the administrator fee was previously taken out of the grant.

Chairman Mitchell asked Engineer Middendorf about the drainage issue and possible pouring of concrete to help at the Plant. This could be considered as capital expenditure in the scope of the possible grant. It was noted that the Plant floor would need a trench cut so it can drain better and pool less.

## **XVII. Ongoing Business n/a**

## **XVIII. New Business**

### **a. CGTPWD/CWLP Intergovernmental Agreement (Mitchell)**

A big thank you to Wayne Nelson for following up on this. Chairman Mitchell gave a brief summary of this history of this agreement along with what the previous attorney suggested. As the Board knows, a two year notice was required to rescind the CGTPWD/CWLP Intergovernmental Agreement. With the sudden and unexpected death of the attorney (Michael Antoline) who was engaged to re-negotiate the Agreement, it was recommended to the CGTWD board to withdraw its petition to terminate the Agreement with CWLP. The Board agreed to rescind its termination letter dated March 12, 2018. It was clarified and on-record:

Trustee Don Davis: Yes  
 Trustee Diana Valois: Yes  
 Trustee James T. Mitchell: Yes  
 Trustee Jim Mayes: Yes  
 Trustee Bill Moss: Yes  
 Trustee Eric Oschwald: Yes

For the record, Operations Manager Nelson sent certified mail to City of Springfield Corporate Counsel Jim Zerkle, CWLP Chief Utility Engineer Doug Brown, and CWLP Water Division Superintendent Ted Meckes. They received it on Thursday, June 4, 2020 according to the USPS.

**b. Upgrade Meter Reading Hardware/Software Update (Graff)**

Vice Chairman Mayes gave a brief history of how the Board wanted to break down the cost and zones. The report from April with pricing was passed out to the Board.

**c. Ordinance #52 Update for Prevailing Wage Act Compliance (Oschwald)**

This is an annual ordinance that falls within the state statute. Chairman Mitchell made a motion to pass Ordinance #52-2020. Vice Chair Mayes second the motion. The motion carried.

**d. Discussion: Open topic for Consideration**

**XIX. Executive Session** – n/a

**XX. Adjournment at 8:32 p.m.**

Having no further business before the CGTPWD Board, the Trustees adjourned at 8:32 p.m.

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Chairman Signature & Date

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Secretary Signature & Date