

**Curran-Gardner Townships Public Water District**  
**3384 Hazlett Road | Springfield, Illinois 62707-2522 | 217.546.3981**  
**August 14, 2018 – Regular Meeting - 7:00 p.m.**

*Audio for this meeting: [www.currangardner.com](http://www.currangardner.com)*

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

Excused: Trustee Oschwald and Trustee Dorr

Guest(s): Wayne Benanti and Guy Sternberg

### **I. Order Call to Order and The Board said the Pledge of Allegiance**

### **II. Secretary**

The June 12, 2018 regular meeting and special board meeting minutes were discussed. Trustee Mayes made a motion to approve them and Trustee Hammitt second it.

The July 10, 2018 meeting minutes were tabled.

### **III. Guests**

Guy Sternberg personally addressed the Board requesting public water service to his neighborhood. He has 182 homes, but only 12 are committed to a contract after multiple attempts by our office. There were ninety-eight households who showed interest. Business Manager Graff and Chairman Mitchell expressed their interest in helping Mr. Sternberg. The Board also offered suggestions.

*(Thirty-six minutes into Meeting: 7:36 p.m.)*

### **IV. Treasurer**

The budget report reflects 3.5 months or 29% of FY19 activity. Treasurer Elsner gave the following Income and Expenses for July 11 to August 14, 2018 which included the Profit and Loss Budget Performance Report.

#### **Income:**

Monthly District Water Income: \$179,951

Fiscal YTD Water Income: \$492,584

Including other income, monthly District income: \$180,131

Fiscal YTD for all income: \$547,412 = 30% of Budget

#### **Expenses:**

Monthly District Expenses: \$123,603

Fiscal YTD Expenses: \$449,668 = 21% of Budget

*Acct. #5800 Transfer cash from operating to reserve (\$16,000) = MMkt #916 per board request*

**Net Income (Loss):**

The YTD FY19 unaudited net income is \$97,744

**Bill – List of Vendors:** \$91,482.44

A motion was made by Trustee Valois to accept the profit and loss report pending audit. Trustee Mayes second the motion. The motion carried.

A motion was made by Trustee Valois to pay the bills as presented. Trustee Mayes second the motion. The motion carried.

Treasurer Elsner said the audit is near completion.

**V. Operations Manager's Report (Nelson)**

The water loss for this period was 7.1% which is good for this time of year.

Well #7 awaits approval from the property owner.

Cedarhurst Project: The master meter vault is now on-site and ready for installation by CWLP. The District continues to wait for the Illinois EPA permit.

Wagon Ford Road has thirteen residents signed up to receive CGTPWD water. Mr. J. Hamilton and residents will need approximately 4,000 ft. of pipe that will be tapped on to Spaulding Orchard Road water main (down to Wagon Ford Road). They are waiting for three more commitments from residents.

The overhead door on the Plant needs replaced.

The Curran Sewer Project began and they are in contact with Operations Manager Nelson.

Rhino Roofing gave CGTPWD a quote for \$18,660.24 to repair the water plant roof. It includes pressure washing the old part of the roof and spraying a base coat and spun flex fabric where needed and along all seams. There will be three top coats on the front and back. There is a seven-year manufacturer's warranty and a two-year labor warranty on this project.

Tom Perry, Mike McCarthy and Wayne Nelson will attend this year's Illinois Potable Water Supply Operators Association's Conference in Springfield.

Staff is making repairs to the Ditch Witch trencher. The two augers and belts are worn. Since the company left Springfield, the nearest dealer is in Collinsville. Two parts were ordered, and staff will install them.

**VI. Business Manager's Report (Graff)**

There will be items discussed in New Business.

**VII. District Engineer's Report (Middendorf)**

Tremco came out to the Plant and thought the roof pitch was too steep to quote.

The interior mechanical and piping is complete in the chemical feed room, along with wiring, and framing the motor control room.

Well #7 completed its test bores and there is positive strata. The District waits for the landowner's decision.

Leander Pay Application #9 Due: \$185,343.76  
 Engineer MECO Basic Services: \$1,565.90  
 MECO Resident Inspection: \$8,884.85  
 Total Request #10 for RD Form 440-11: \$195,794.51

The Lenhart Water Main Extension/Loop to Bunker Hill: Hydraulic modeling incorporated CGTPWD field test data. There is a strong correlation of the data to the model. The base model is now updated.

MECO has a piece of technology that will tell you the expected water pressure to/from specific points in the District. The EPA requests this type of data (hydraulic information [pressure, flow rates, etc.]) when submitting a request for permit.

### **VIII. Chairman, Vice Chairman and Committee Reports**

- a. Chairman-n/a
- b. Vice Chairman-n/a
- c. Finance-n/a
- d. Planning-n/a
- e. Personnel-Business Manager Graff asked the committee to research office personnel job descriptions as her staff continues to take on more job responsibilities with the Plant expansion and updating software, website and other forms of technology.
- f. Systems Oversight: Committee met at 6pm to discuss the roof and take a Plant tour.
- g. Policy and Procedure Committee-n/a
- h. Ordinance Committee-n/a

### **IX. Unfinished Business**

- a. Village of Curran Sewer Collection System Billing: ongoing
- b. Possible Financing of Well #7: Tabled

(One hour and ten minutes: 8:10 p.m.)

### **X. New Business**

- a. Vice Chair Folder made a motion to approve Pay Request #10 (see above). Trustee Hammitt second the motion. The motion carried.
- b. Internal Controls: review and approve revised section (signatures for bank accounts): These updates will provide for increased segregation of duties in the cash flow process.

Checking Account  
 Money Market Accounts & CDS

Records  
Checks

Vice Chair Folder made a motion to approve the revised internal controls for bank signatures. Trustee Valois second the motion. The motion carried.

c. Water Treatment Plant Building Roof Repair: Engineer Middendorf suggested that the roof expense could be discussed with USDA Rural Development. It was the Board's consensus to do so. The Board hopes this roof renovation could be authorized and financed with the loan from Rural Water Development. Chairman Mitchell said it was the consensus of the Board to move forward with this initiative. Engineer Middendorf will contact Rural Development.

d. Rules, Rates and Regulations: These were adopted on January 1, 2018. Here were the rates approved:

Curran-Gardner Water Rate -

*Minimum Usage Rate: \$35.52 (rate per 1,000 gallons after 2,000 gallons: \$6.11/gallon)*

Curran-Gardner Water Rate - CWLP (No Master Meter)

*Minimum Usage Rate: \$41.64 (rate per 1,000 gallons after 2,000 gallons: \$7.60/gallon)*

Curran-Gardner Water Rate - CWLP (With Master Meter)

*Minimum Usage Rate: \$42.79 (rate per 1,000 gallons after 2,000 gallons: \$6.24/gallon)*

South Sangamon Water Commission & Village of Chatham

*Minimum Usage Rate: \$46.95 (rate per 1,000 gallons after 2,000 gallons: \$11.78/gallon)*

Vice Chair Folder made a motion to revise the 2018-01 water rate which serves South Sangamon Water Commission and the Village of Chatham. Trustee Valois second the motion. The motion carried.

Business Manager Graff will send letters to each customer to let them know the Board increased the minimum monthly bill.

**XI. Guests - none**

**XII. Executive Session – none**

**XIII. Open Session**

Chairman Mitchell said the alarm went off at the new Plant. The alarm company will be called in the morning.

**XIV. Adjourn**

It was the consensus of the Board to adjourn at 8:29 p.m.

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Chairman Signature and Date

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Secretary Signature and Date\_