

Curran-Gardner Townships Public Water District
3384 Hazlett Road | Springfield, Illinois 62707-2522 | 217.546.3981
June 12, 2018 – Regular Meeting – 7:00 p.m.

Audio for this meeting may be found online at www.currangardner.com

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

Guest(s): Wayne Benanti

I. The Board said the **Pledge of Allegiance** in the prior 6pm **Special Board Meeting** which included a Interior Plant Tour

Vice Chair Folder asked the Board to observe a moment of silence for our Attorney Mike Antoine who passed away unexpectedly.

II. Board Secretary (Ryg)

CGTPWD Special Board Meeting Minutes (Exterior Plant Tour) for April 10, 2018, were discussed. A motion was made by Trustee Dorr to accept the minutes. Trustee Valois second the motion. The motion passed.

CGTPWD Regular Board Meeting Minutes for May 8, 2018, were discussed. A motion was made by Trustee Oswald to accept the minutes. Trustee Mayes second the motion. A roll call vote was taken:

Vice Chair Folder: Present

Trustee Valois: Yes

Trustee Hammitt: Yes

Chairman Mitchell: Present (Excused from 5-18-18 Meeting)

Trustee Dorr: Yes

Trustee Mayes: Yes

Trustee Oswald: Yes

With two present votes and five yes votes, the motion passed.

III. Treasurer (Elsner)

The budget report reflects 1.5 months or 12% of FY19 activity. Treasurer Elsner gave the following Income and Expenses - May 1 to June 12, 2018 - Profit and Loss Budget Performance Report.

Income:

Monthly District Water Income: \$166,948

Fiscal YTD Water Income: \$166,948

Including other income, monthly District income: \$206,156

Noted: Line Item #4050 Bulk Hydrant, New Berlin purchased water for May was \$17,279

Fiscal YTD for all income: \$206,156 = 11% of Budget

Expenses:

Monthly District Expenses: \$199,165

Fiscal YTD Expenses: \$199,165 = 9% of Budget

Net Income (Loss):

The YTD FY19 unaudited net income is \$6,991

Bill – List of Vendors: \$131,808.54

It was noted that CGTPWD has pending: Leander Pay Request #8.

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

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

IV. Operations Manager's Report (Nelson)

The water loss for the April 17 ó May 17, 2018: 7.15%

The District received a Lime Sludge removal bill from Oros & Busch for \$16,199.42 to dispose of 272,153 gallons from Cell #1 during the month of April, 2018.

The Plant shut down twice (May 17 and May 24) for new pipping required for the Plant expansion. All proper protocol was followed with IEPA for this shutdown.

Hydrant flushing will be completed before the end of June.

The District experienced a higher than normal usage rate in May due to the late spring. The filling-up of most District swimming pools (and more) occurred in a brief period of due to the cool spring.

There is a good chance that the Plant expansion will be operational by early fall and this should provide the District the additional water needed to completely flush the system before winter. The District had to curtail flushing of the system because of the 100,000 gallons per day sold to the Village of New Berlin that effected the available water supply. Also, the two Plant shut downs in May reduced water availability.

The Consumer Confidence Report (CCR) for customers using SSWC-produced water received a copy of their 2017 report. All customers now have the appropriate CCR.

Staff spent time cutting weeds around hydrants. Also, staff has been busy potholing our water mains. Staff continue to install wooden stakes with the location and depth of each main to help engineers map the area.

It will take approximately nine months to install the sewer system collection lines for the Village of Curran. Many lines will be at least twenty feet deep.

FerrellGas replaced the 500-gallon propane gas tank located at the east end of the Plant. There were some leaking areas on the old tank.

The Cedarhurst project's construction permit was submitted to IEPA for approval. The District anticipates the job to take between 5 ó 7 working days to complete once CWLP installs the master meter vault and our permit is ready to go.

The overhead door on the Morrison property was replaced due to age/viability.

The Plant needs a new roof. The Plant was built in the 1980s, so the roof has deteriorated. The staff took steps to remedy a temporary solution to the leaking Plant roof, but a long-term solution is needed.

Test holes were drilled into the ground to find a suitable site for Well #7.

Lighting struck at the booster and disinfection stations at the Farmingdale Tower. It effected our SCADA signal and power unit. A customer called about low pressure and certain repairs will be made to the auto switches and the AAC (SCADA firm). The District will also check with our insurance carrier to see if the damages are covered by our policy. The IEPA was notified of this event and will be updated as needed.

A Trustee asked about finding a new attorney with experience in municipal water. It was the consensus of the Board to try and find an attorney with this experience. Vice Chair Folder asked for assistance from Frank Dunmire or Illinois Rural Water when seeking new support staff.

V. Business Manager's Report (Graff)

An abandoned meter request came through from a resident. This request is outside of the CGTPWD current policy and the committee will review for a decision.

It was the consensus of the employees to continue to use paper paychecks over direct deposit.

There is no update to report on the Village of Chatham Intergovernmental Agreement.

There is no update on the Leak Adjustment Policy.

The annual audit was completed. The auditors will be returning during the week of June 18 to conclude.

VI. District Engineer's Report (Middendorf)

Engineer Middendorf spoke about Rural Development form RD-IL1780-3 Certification of Number of Users.

The sample line will have heavy traces of Iron, so it will need continual testing. It will also be normal to replace it from time to time.

The clarifier is set. The welding process began at the Plant. Filters were delivered, set and underdrains were placed/poured. The intercell pipping is nearly complete.

The Well #7 test bores are complete. There are good layers/bands in the ground. The District needs to select a site for design location so MECO may prepare plans and submit an IEPA Construction Permit application. MECO is waiting for the field test data from CG personnel to

complete the hydraulic model verification. Engineer Middendorf recommend upsizing from 8ö to 10ö pipe for future growth accommodation.

Engineer Middendorf invited CGTPWD to act on Pay Request #8. This request includes:

Approve Contractorø Pay Application #7: \$254,783.03

Approve Engineerø Basic Services: \$3,914.75

Approve Engineerø Resident Inspection: \$17,099.39

A total request for funds, RD Form 440-11 in the amount of \$275,797.17

VII. Guests – n/a

VIII. Chairman, Vice Chairman and Committee Reports

- a. **Chairman:** Last month CGTPWD received a large bill from MECO/LEANDER and the Chairman asked for more time to process such a bill. Engineer Middendorf explained that the site is congested, and immediate storage area is needed. Engineer Middendorf cautioned the Board that the motor control center projected at approximately \$304,000 will be better spread out in the future.
- b. **Vice Chairman:** n/a
- c. **Finance (Valois):** n/a
- d. **Planning (Dorr, Hammitt):** n/a
- e. **Personnel (Mitchell, Valois):** n/a
- f. **Systems Oversight (Mayes, Folder):** Vice Chair Folder suggested meeting each month before the Regular Meeting to see the interior and exterior progress at the Plant.
- g. **Policy and Procedure Committee (Valois, Dorr):** n/a
- h. **Ordinance Committee (Mayes, Folder):** n/a

IX. Unfinished Business

- a. **Village of Curran Sewerage Collection System Billing:** n/a
- b. **Possible Finance Option for Well #7 Discussion (Oschwald):** The budget was analyzed to look at all options for financing Well #7.

X. New Business

- a. **Review and approve Pay Request #8 (Water Treatment Plant Construction):**
 - a. LEANDERø Pay Application for Pay Request #7: \$254,783.03
 - b. MECO Engineerø Basic Services for \$3,914.75
 - c. MECO Engineerø Resident Inspection in the amount of \$17,099.39
 - d. A total request for funds, RD Form 440-11 in the amount of \$275,797.17

Trustee Oschwald made a motion to pay the above stated amounts which total \$275,797.17. Trustee Dorr second that motion. A roll call vote was taken:

Vice Chair Folder: Yes

Trustee Valois: Yes

Trustee Hammitt: Yes
 Chairman Mitchell: Yes
 Trustee Dorr: Yes
 Trustee Mayes: Yes
 Trustee Oswald: Yes
 With seven yes votes, the motion passed.

- b. **Ordinance #52 Update for Prevailing Wage Act Compliance:** Vice Chair Folder made a motion to approve Ordinance #52 to update the Prevailing Wage Act Compliance. Trustee Hammitt second the motion. The motion carried. It was noted that this will appear in the newspaper

XI. Guests – n/a

XII. Executive Session

A motion was made by Vice Chair Folder to go into Executive Session to discuss personnel issues. Trustee Dorr second the motion. A roll call vote was taken:

Vice Chair Folder: Yes
 Trustee Valois: Yes
 Trustee Hammitt: Yes
 Chairman Mitchell: Yes
 Trustee Dorr: Yes
 Trustee Mayes: Yes
 Trustee Oswald: Yes

With seven yes votes, the Board exited the room to go into Executive Session at 8:33 p.m.

The Board returned from Executive Session at 8:38 p.m.

A motion was made by Vice Chair Folder to go back into regular session. Trustee Valois second the motion. A roll call was taken:

Vice Chair Folder: Yes
 Trustee Valois: Yes
 Trustee Hammitt: Yes
 Chairman Mitchell: Yes
 Trustee Dorr: Yes
 Trustee Mayes: Yes
 Trustee Oswald: Yes

With seven yes votes, the motion passed.

Chairman Mitchell said the Board discussed Personnel matters. Also, he noted that the next Executive Session will have January 9, 2018, Executive Session Minutes to discuss.

XIII. Open Session

XIV. Adjournment ó 8:40 p.m.

Chairman Signed and Dated

Secretary Signed and Dated