

Curran-Gardner Townships Public Water District
3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981
Tuesday, January 14, 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, Trustee Jim Mayes, Trustee Wayne Benanti, Operations Manager Aaron Smith, Engineer Max Middendorf, Business Manager Cherril Graff, Treasurer Stacy Stremsterfer and Secretary Jessica Ryg

Guest: Todd Folder

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

II. Pledge of Allegiance

III. Secretary (Ryg)

Trustee Oschwald moved to approve the Tuesday, December 10, 2024, Regular Meeting Minutes. Trustee Mark DiMarzio second the motion. The motion carried.

Trustee Oschwald moved to approve the Tuesday, December 18, 2024, Regular Meeting Minutes. Trustee Bill Moss second the motion. The motion carried.

IV. Guests/Visitors: none

V. Treasurer (Stremsterfer)

The CGTPWD Budget Report reflects 8 months or 67% of FY'25 activity. Trustee Oschwald gave Treasurer Stremsterfer's Income and Expenses Report for *December* 2024:

Income:

Month End District Water Income

January Report (Dec. 11, 2024 – January 14, 2025): \$159,862.00
December Report (November 13, 2024 – December 10, 2024): \$155,263.00
November Report (October 9, 2024 – November 12, 2024): \$187,310.00
October Report (September 11, 2024 – October 8, 2024): \$176,492.00

Fiscal YTD Water Income

January Report (Dec. 11, 2024 – January 14, 2025): \$1,372,168.00
December Report (November 13, 2024 – December 10, 2024): \$1,212,922.00
November Report (October 9, 2024 – November 12, 2024): \$1,057,401.00
October Report (September 11, 2024 – October 8, 2024): \$870,092.00

Month End District Income - Including Other Income

January Report (Dec. 11, 2024 – January 14, 2025): \$177,740.00
December Report (November 13, 2024 – December 10, 2024): \$193,394.00
November Report (October 9, 2024 – November 12, 2024): \$280,645.00
October Report (September 11, 2024 – October 8, 2024): \$216,524.00

Fiscal YTD for All Income

January Report (Dec. 11, 2024 – January 14, 2025): \$1,682,509.00 = 105%
 December Report (Nov.13, 2024 – December 10, 2024): \$1,505,127.00 = 112%
 November Report (October 9, 2024 – Nov. 12, 2024): \$1,311,733.00 = 109%
 October Report (September 11, 2024 – October 8, 2024): \$1,031,088.00 = 115%

Expenses:

Month End Operating Expenses

January Report (Dec. 11, 2024 – January 14, 2025): \$199,460
 December Report (November 13, 2024 – December 10, 2024): \$110,216.00
 November Report (October 9, 2024 – November 12, 2024): \$163,926.00
 October Report (September 11, 2024 – October 8, 2024): \$159,215.00

Fiscal YTD Expenses of Operating Budget

January Report (Dec. 11, 2024 – January 14, 2025): \$1,284,410 = 117%
 December Report (Nov. 13, 2024 – December 10, 2024): \$1,075,357 = 112%
 November Report (October 9, 2024 – November 12, 2024): \$963,473.00 = 117%
 October Report (September 11, 2024 – October 8, 2024): \$789,255.00 = 115%

Net Operating Income (Loss)

The YTD FY25 Unaudited Net Operating Income

January Report (Dec. 11, 2024 – January 14, 2025): \$398,099.00
 December Report (November 13, 2024 – December 10, 2024): \$429,771.00
 November Report (October 9, 2024 – November 12, 2024): \$348,260.00
 October Report (September 11, 2024 – October 8, 2024): \$241,733.00

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

Capital Expenses for the Period:

January Report (Dec. 11, 2024 – January 14, 2025): \$0 (correct number)
 December Report (November 13, 2024 – December 10, 2024): \$24,000.00
 November Report (October 9, 2024 – November 12, 2024): \$72,967.00
 October Report (September 11, 2024 – October 8, 2024): \$2,400.00

Net Income for the Period:

January Report (Dec. 11, 2024 – January 14, 2025): \$68,508
 December Report (November 13, 2024 – December 10, 2024): \$12,390.00
 November Report (October 9, 2024 – November 12, 2024): (\$3,035.00)
 October Report (September 11, 2024 – October 8, 2024): \$8,121.00

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

(7:19pm)

Bills List of Vendors – Total Payments to Vendors:

January Report (Dec. 11, 2024 – January 14, 2025): \$165,325.74
December Report (November 13, 2024 – December 10, 2024): \$208,082.98
November Report (October 9, 2024 – November 12, 2024): \$245,935.68
October Report (September 11, 2024 – October 8, 2024): \$165,679.69

Trustee Oschwald asked Engineer Middendorf to expound on MECO invoices. Engineer Middendorf explained the company's eight invoices presented.

Trustee DiMarzio made a motion to pay the bills of \$165,325.74. Trustee Mayes second the motion. The motion carried.

The Treasurer will continue to research Illinois National Bank's signature cards.

VI. Operations Manager's Report (Aaron Smith)

No water loss report for this month.

CWLP electric distribution crew hit a mismarked water service line on Meadowbrook Road. Repairs were made and the service was restored.

There are two new 1" water services installed on Cockrell Lane and West Iles Avenue.

A leak was discovered at Old Covered Bridge Lane. IMCO installed an Inserta Valve since it would have been a possible cave-in due to the depth so close to the creek. This helped with no service disruptions.

Repairs on the F-350 truck are finished. The invoice was \$11,662.90 which is lower than expected.

A second bid was received from FloSystems for the high service pump replacement. We are waiting on one more bid.

The 2024 Tier 2 report was completed and submitted to the Illinois Emergency Management Agency.

The New Berlin-Island Grove Volunteer Fire Department alerted CGTPWD that there was a large structure fire on January 6, 2025.

VII. Business Managers Report (Graff)

(7:27 p.m.)

The ongoing customer liens for three parcels were finalized. CGTPWD will receive payment from the customer on Wednesday, January 15, 2025.

Billing Software: The new billing software is in production. CGTPWD customers are setting up their account information to pay online. CGTPWD customers are giving positive feedback that the bank transaction fee is only \$1.25 per transaction compared to online bill pay when a credit card is presented. The office has received some phone calls from customers, and they continue to explain the difference.

Business Manager Graff is researching rates and assembled other water district's rates plus other documentation. She contacted the Illinois Rural Water Association to begin a rate study, and she will be working with Clark Cameron. The study will take approximately three weeks to complete.

A reminder to everyone that there will be a 3% increase beginning January of 2025. Customers received notification with the newsletter along with a message on their December bills.

Item	October	November	December	January
Monthly Disconnect Letters Sent	167	135	125	0
Disconnect Letters Sent Current FY	910	1,045	1,170	1,170
Currently Set for Disconnect	75	48	58	0
Disconnected - Still Off Since Last Month	1	2	3	3
Disconnect Fees Applied for Current	\$100 (2 x \$50)	\$350 (7 x \$50)	\$350 (7x\$50)	0
Letters Sent to Update Contact Info	0	0	0	0
Contact Information Updated	0	3	5	0
Current Liens	13	13	13	14
Notice Letter to File Lien	0	0	0	1
New Liens Filed	0	0	0	1
Liens Filed Current Fiscal Year	0	0	0	1
Liens Released by FY	2	2	2	2
Total Cellular Meters	1,676	1,687	1,655	1655
Manual Meters	182	181	180	180
Radio Meters	792	784	785	785
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

New Tap-ons	6	1	1	0
New Tap-ons YTD	11	12	12	17
Total Active Customers	2,573	2,575	2,576	n/a
New Accounts Created	9	8	3	n/a
New Accounts Created FY	56	64	67	n/a

(7:28 p.m.)

VIII. District Engineer's Report (Middendorf)

Engineer Middendorf brought the permit applications needed for IEPA.

SRF 1 | Project #620-081

The IEPA construction permit was received, and loan documents are processing. It is in line with FY 2025 funding ranking.

SRF 2 | Project #620-082

The Water Tank Rehabilitations project is on the funding list. The IEPA construction permit renewed for SRF 2 tank rehabs. Funding nominations were resubmitted for SRF 1 and 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. They continue to work with Harris' team by providing updates.

Project 620-086; -001; 002

Project: Curran Watermain Loop. Received ROW documentation from RailPros. Topography survey is scheduled.

Project 620-087; -001; 002

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

7:33 p.m.

IX. Chair, Vice Chair and Committee Reports

Chair (Mitchell): Chairman said he has contacted Trustees with the requested 1926b analysis.

a.) Vice Chair (Irwin): no report.

b.) Finance (Oschwald/DiMarzio): It will be discussed in New Business.

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): American Legal codification continues.

X. New Business

a. Budget Amendment #4 – No discussion.

b. Audit Approval

Trustee Oschwald gave a synopsis of the annual audit as presented by Eck, Shafer and Punke, LLP. Trustees were provided with the final audit report at the December meeting. The 4-30-2024 audit given an unqualified opinion, which is the auditor's judgment that a company's financial statements are accurate and in compliance with Generally Accepted Accounting Principles (GAAP). Our Debt Service Ratio was within the covenant, even with unexpected increases in certain expenses.

Trustee Oschwald made a motion to accept the April 30, 2024, annual audit as presented. Trustee Moss second the motion. A roll call vote was taken:

Trustee Benanti: Yes
Trustee DiMarzio: Yes
Vice Chair Irwin: Yes
Trustee Mayes: Yes
Trustee Moss: Yes
Trustee Oschwald: Yes
Chairman Mitchell: Yes

With seven yes votes, the motion carried.

c. South Sangamon Water Commission Rate Reduction

There was a South Sangamon Water Commission rate reduction given to those customers over the next six to seven months. Vice Chair Irwin made a motion to extend the South Sangamon Water rate reduction to CGTPWD customers as long as it stands from SSWR. Trustee DiMarzio second the motion. Chairman Mitchell called for a roll call vote:

Trustee Benanti: Yes
Trustee DiMarzio: Yes
Vice Chair Irwin: Yes
Trustee Mayes: Yes
Trustee Moss: Yes
Trustee Oschwald: Yes
Chairman Mitchell: Yes

With seven yes votes, the motion carried.

(7:52 p.m.)

XI. Guests: none

XII. Executive Session

Chairman Mitchell made a motion to go into Executive Session. Trustee DiMarzio second the motion. Chairman Mitchell called for a rollcall vote:

Trustee Benanti: Yes
Trustee DiMarzio: Yes
Vice Chair Irwin: Yes
Trustee Mayes: Yes
Trustee Moss: Yes
Trustee Oschwald: Yes
Chairman Mitchell: Yes

With seven yes votes, the motion carried.

(Board Exits at 7:53 p.m.)

XIII. Return to Open Meeting

(Board returns at 8:30)

A motion was made by Vice Chair Irwin to come back into session. Trustee Eric Oschwald second the motion. Chairman Mitchell called for a roll call vote:

Trustee Benati: Yes
Trustee DiMarzio: Yes
Vice Chair Irwin: Yes
Trustee Mayes: Yes
Trustee Moss: Yes
Trustee Oschwald: Yes
Chairman Mitchell: Yes

With seven yes votes, the motion carried.

Chairman Mitchell said Trustees discussed litigation matters during Executive Session.

XIV. Adjournment

A motion was made by Chairman Mitchell to adjourn. Trustee Jim Mayes second he motion. The motion carried.