

**Curran-Gardner Townships Public Water District**  
**3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981**  
**Tuesday, October 13, 2020 – 7:00 p.m. – Regular Board Meeting**

**Audio: <https://www.currangardner.com/Meetings/minutes-agendas/>**

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

Guests: Wayne Benanti, Todd Folder and Bill Burris of Jay Orris Company

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

## **II. Secretary (Ryg)**

The September 8, 2020, minutes were tabled.

## **III. Bid Opening**

It was the consensus of the Board to move “bid opening” to the beginning of the meeting.

Operations Manager Nelson opened the sealed bids in front of the CGTPWD Board along with guests. The bid asked for the cost per gallon of slurry along with any mobilization fees divided by 500,000 gallons. This cost/gallon would be added to the bid amount for the final cost/gallon. The bid called for a two-year term along with an alternative site to off-shore the slurry.

The first bid was from Stewart Spreading (3870 North Route 71, Sheridan, Illinois, 60551). This bid was received on September 10, 2020 at 11:10 a.m. It showed a price of \$.0.12/gallon in 2021 and 2022 with no mobilization fee. There was no alternate dumping site if land application was not possible.

The second bid was from J. Oros Environmental (14933 Moore Cemetery Road, Carlinville, Illinois, 62626). This bid was received on October 8, 2020 at 1:00 p.m. It showed a price of \$0.0495/gallon in 2021 and 2022 with no mobilization fee. There was an alternate dumping site if land application was not possible.

The successful bidder was J. Oros Environmental with a bid of \$0.0495/gallon of slurry. Operations Manager Nelson asked the Board to accept the Orris Environmental bid.

Vice Chair Mayes made a motion to accept the lowest bid of J. Oros Environmental. Trustee Hammitt second the motion. The motion carried.

## **III. Treasurer (Elsner)**

The CGTPWD Budget Report reflects 5.5 months or 46% of FY’21 activity. Treasurer Elsner gave the following Income and Expenses Report for September 9, 2020 through October 13, 2020, which included the Profit and Loss Budget Performance Report.

### **Income:**

Month End District Water Income: \$190,055  
 Fiscal YTD Water Income: \$850,514

Month End District Income (including other income): \$205,762  
 Fiscal YTD for all income: \$960,605 = 49% of Budget

**Expenses:**

Month End Operating Expenses: \$106,360  
 Fiscal YTD Expenses: \$525,168 = 44% of Operating Budget

**Net Operating Income (Loss):**

The YTD FY21 Unaudited Net Operating Income: \$435,437

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

Capital Expenses for the period: \$68,573

Net Unaudited LOSS for period: \$45,148

**Bills – Total Payments to Vendors (September 9, 2020 – October 13, 2020):**

\$164,104.52

It was noted that several vendors have bills reflecting two months of billing due to the fluctuation of the CGTPWD Board meeting. .

Vice Chair Mayes made a motion to approve the Treasurer's Profit and Loss Budget Performance Report from September 9, 2020 – October 13, 2020, pending audit. Trustee Valois second the motion. The motion carried.

Vice Chair Mayes made a motion to pay the bills from September 9, 2020 – October 13, 2020. Trustee Valois second the motion. The motion carried.

**IV. Operations Managers Report (Nelson)**

Water Report for August 15, 2020 through September 17, 2020:

- Amount of Treated Water Sent to Distribution System: 13,719,300 gallons (Noted: This was a 33-day billing cycle.)
- Amount of Water Billed to Customers: 11,564,064 gallons (includes bulk water sales)
- Total Amount of Water Sold to Customers (Produced at Water Treatment Plant): 11,564,064 gallons
- Amount of Water Loss (Percentage): 10.52%
- Amount of Water Loss (Gallons): 2,155,236 gallons
- Amount of Water Loss by Minutes: 45.35 gallons/minute

\*The above data does not include the 796,000 gallons of water used for the week-long Village of Pleasant Plains testing. The real water loss for CGTPWD is 10.52%.

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

Well #7 Progress: Samples were taken for the proposed well site this month. A copy of Change Order #4 was given to Trustees.

One of the Water Treatment Plant's replacement valves were installed today. Operations Manager Nelson is having a spacer built first, before the Plant can install the second valve.

Farmingdale Bulk Water Station: The station is back in operation. A 2-inch stainless-steel pipe was used for better longevity. The old pipe had a hole the size of a silver dollar in its galvanized pipe.

There were two bids received for the Lime Sludge Removal (2021 – 2022).

Morrow Brothers Ford has the District's new Ford Pickup in stock.

Pleasant Plains Test Run: Although September 15<sup>th</sup> was the date for the initial test run, it was postponed due to unforeseen issues. The Operations Manager let the Board know by email on September 18, 2020. The District began a test run on Tuesday, September 22, 2020, through Wednesday, September 29, 2020 and used 796,000 gallons of water. The District can meet Pleasant Plains daily water average, but Boosters will be needed.

Wagon Ford Road: Seven stakeholders paid for the hydrant installed on Friday, October 16, 2020. The main line was disinfected, flushed and deposits were removed with the scraper poly pig. The line is back in service.

Prairie Creek Road Water Project: All meters were installed, so all customers can have lines now. There will be seeding after the trench settles.

Frasse Road Watermain: Earlier in the summer, crews discovered that portions of the water main on Fraase Road were exposed due to the water flow from a road culvert located nearby. Gardner Road District Commissioner Danny Smith has corrected the culvert problem and has covered our main with dirt.

New Service Lines: A residence on Spaulding Orchard Road, new seed storage facility at the International Parkway (next to Altorfer Cat) and another residence on Lincoln Trail.

Service Lines Removed: The Harp property at the corner of Rachael Lane and Old Jacksonville Road had a service line removed. It was noted that this property will be razed in November of 2020. Also, the Sheppard property in Berlin had a service line removed.

Water Meters Relocated: Centennial Point Housing Complex – Original installation included contactors who installed meters where concrete driveways would be located.

Updated on CWLP Agreement: No written or verbal communications from CWLP at the time of this meeting.

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

The Board is wishing Business Manager Graff a speedy recovery.

## **VI. District Engineer (Middendorf)**

Water Treatment Plant: Three high service pumps were tested. The new Motor Control Center is equipped with variable frequency drives capable of running 50 horsepower high-service pumps, so the electronics in-place are capable of operating the new recommendations for high service pumps and motors. Vandevanter gave the District a preliminary quote on new pumps. With this as an option, in the winter, an operator has the ability to turn down the water flow, lessening cycling up and down, which will preserve the pumps better. This variable frequency drive helps match the flow rate leaving the water plant with the flow rate coming into the water plant.

An epoxy liner was discussed for the Chemical Room. O'Shea's bid is approximately \$86,701 for five rooms of tank bases, floor slope, epoxy liner, etc., which would drain into the Chemical Feed Rooms.

Brotcke drilled two new test holes for Well #7. At test hole #4 it was discovered to have viable strata along with no clay or silt material down to 54.2 feet. The company offered a credit of \$450 for this service along with the previous credit. The total for the two (2) test drilling plus mobilization is \$17,800 (which is covered under Change Order #4). It was noted that the District should probably use a larger pipe size at this well site to accommodate increased customers in the future. Special thanks to Todd Folder who was able to clear this new test spot to have a better visual of Test Hole #5.

## **VII. Guests – n/a**

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

- a. Chairman: Office Manager Cherril Graff is off for a bit with a medical issue, but we are wishing her a speedy recovery.
- b. Vice Chairman – n/a
- c. Finance (Valois, Oschwald) – n/a
- d. Planning (Hammit, Moss) – n/a
- e. Personnel (Mitchell, Valois) – n/a
- f. Systems Oversight (Mayes, Davis)
- g. Policy and Procedure Committee (Valois) – n/a
- h. Ordinance Committee (Mayes) – n/a

## **IX. Ongoing Business**

- a. CGFTPWD/CWLP Update on Intergovernmental Agreement
- b. Discussion: Open Topic for Consideration – n/a

## **X. New Business**

- a. Modification of Budget related to CILCOMM audio equipment purchase (Mitchell): Chairman Mitchell explained the history of the audio/meeting room and how this request would benefit board members and guests.

b. Vice Chair Mayes said the District needed to amend last month's motion to pay CILCOMM. It was the consensus of the Board to amend last month's figure for the hardware and audio equipment and instead authorize \$6,166.60. This includes \$4,716.60 plus \$1,450 for hardware. Trustee Hammitt second the motion. The motion carried.

c. USDA Annual Reports: Statements of Budget, Income and Equity (Elsner): On October 5, 2020, Treasurer Elsner emailed Board Members a copy of CGTPWD's income and expenses (re-categorized) by USDA standards. The auditor asked Treasurer Elsner to separate funds, which she did. She then provided this updated information (how each category is funded) to CGTPWD Trustees. She added that the Board Chairman will sign this document to authenticate the report.

Treasurer Elsner also presented the USDA annual reports/statements of budget, income, and equity to the Board.

A motion was made by Vice Chair Mayes to accept the income and equity reports. Trustee Valois second the motion. The motion carried.

Operations Manager Nelson said this year's social security administration announced that it raised social security by 1.3% COLA on January 1, 2021. This means that per CGTPWD ordinance, the CGTPWD Board will raise fees to 1.8% on January 1, 2021.

Vice Chair made a motion to approve Change Order #4 for Well #7 in the amount of \$17,870.00. Trustee Hammitt second the motion. The motion carried.

d. Replacement of High Service Pump(s) (Middendorf): This discussed during Engineer Middendorf's portion of the meeting. He would like to see the right pump size (larger) for future distribution.

e. Discussion: Open Topic – Vice Chair Mayes asked Engineer Middendorf about the potential water tower. It was explained how the Illinois EPA's review process is complicated, but this can be looked into for the future.

XI. Executive Session

XII. Adjournment at 8:15 p.m.

Chairman Mitchell's Signature and Date: \_\_\_\_\_

Secretary Ryg's Signature and Date: \_\_\_\_\_