

**Curran-Gardner Townships Public Water District**  
**3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981**  
**Tuesday, September 12, 2023 – 7:00 p.m. – Regular Board Meeting**

Members: Chairman James Mitchell, Vice Chairman Mike Irwin, Trustee Eric Oschwald, Trustee Bill Moss, Trustee Diana Valois, Trustee Mark DiMarzio, Operations Manager Aaron Smith, Engineer Max Middendorf, Business Manager Cherril Graff and Secretary Jessica Ryg

*Guests: Todd Folder*

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

**II. Pledge of Allegiance**

A moment of silence was taken in recognition of the events of September 11th.

**III. Secretary (Jessica Ryg)**

Trustee DiMarzio made a motion to approve the Regular Board Meeting Minutes from August 8, 2023, as amended. Trustee Oschwald second the motion. The motion carried.

**IV. Treasurer**

Chairman Mitchell informed the Board that the district has a new treasurer: Stacy Stremsterfer. Trustee Oschwald shared some background information on Stacy and her family. She will be in attendance at the next meeting.

As of August 31, 2023, the CGTPWD Budget is in its 4th month or 34% of FY'24 activity.

After a brief discussion and the budget presented, Trustee Oschwald made a motion to table the August July 31, 2023, budget report. Trustee DiMarzio second the motion. Chairman Mitchell called for a roll call vote:

Chairman Mitchell: Yes

Vice Chair Irwin: Yes

Trustee Oschwald: Yes

Trustee DiMarzio: Yes

With four yes votes, the motion carried.

Trustee DiMarzio made a motion to pay the bills \$163,131.89. Trustee Oschwald second the motion. The motion carried.

(7:11 p.m.)

**V. Operation Manager's Report (Operations Manager Smith)**

Water loss report for July 21, 2023 - August 22, 2023:

Amount of Treated Water Sent to Distribution System: 13,675,000 gallons (Note: This was a 33-day billing cycle.)

Amount of Water Billed to Customers: 12,433,000 gallons. This includes bulk water sales during this reporting period.

Amount of Water Loss: 9.08%

Amount of Water Loss: 1,242,000 gallons

Amount of Water Loss by Gallons per Minutes: 26.1 gallons/minute

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

A contractor called to inquire about a hydrant meter. He said they would need it for 2 to 3 months for possible construction.

Superintendent Brad Hermes from Village of Pleasant Plains called on August 21, 2023. He asked to open the interconnect while the village replaced their high service pumps. As of today, it is still open and they have used approximately 1,242,000 gallons.

The lime batch tank's auto-mixing process caused an issue in August, so manual batches continue to be made. Merrick was contacted.

The F350 truck bed was removed by staff and taken to Drakes and Scruggs. They will install the utility bed.

Well #5: The conduit replacement and relocation is half-way completed.

Well #7: It is in its final completion stage. Continuing tasks include installing the SCADA antenna, Electrician Joe Lee needs to wire and program the VFD. Dan with SCADAWARE will need to complete a few of the antenna's wiring and programing. Once Well #5 and Well #7 are complete, Brotcke will perform a final pump test on both wells, and collect bacteriological samples, then submit an operating permit to the IEPA.

There was no update into whether or not the District could qualify for disaster funds for a new generator for the administration building.

## VI. Business Manager's Report

<i>Office Action Item:</i>	<i>August Quantity:</i>	<i>September Quantity:</i>	<i>Today's Date:</i>
Monthly Disconnect Letters Sent	154	139	8/29/2023
Disconnect Letters Sent Current Fiscal Year	507	646	8/29/2023
Customers Currently Set for Disconnect	36	9	9/11/2023
Disconnects Still Shut-off from Last	2	1	9/12/2023

Month			
Disconnect Fees Applied for Current Billing Period	\$600 (12x\$50)	\$550 (11x550)	9/12/2023
Letters Sent to Update Contact Info.	0	0	9/12/2023
Contact Information Updated	0	0	9/12/2023
Current Liens	16	16	9/12/2023
Notice Letter(s) Sent to File Lien	1	0	9/12/2023
Liens Filed in August	1	2	9/12/2023
Liens Released Current Fiscal Year	2	4	9/12/2023
Total Cellular Meters Installed	1463	1489 (+26)	9/12/2023
Manual Meters	241	241	9/12/2023
Radio Meters	887	868	9/12/2023
Deduct Meters/Cellular Meters/Radio Meters	43/3/40	43/3/40	9/12/2023
New Tap-ons (May)	1	2	9/12/2023
New Tap-ons 5/1/22 – 8/31/23	2	5	9/12/2023
Total Active Customers	2555	2556	9/12/2023
New Accounts Created (August)	23	27	9/12/2023
New Accounts Created Fiscal Year '24	54	81	9/12/2023

Trustee Oswald asked the Board to consider adding a column to this report showing the percentage or quantity of change since the last report.

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

### Well #7 Piping and Wiring Status:

There was a conference call with Osage Nation Historic Preservation Office (100 West Main Street, Pawhuska, Oklahoma, 918-287-5328) regarding expectations and land/project clearance. Osage Nation's Contract Archaeologist Luke Morris (luke.morris@osagenation-nsn.gov) is our first point of contact. Osage Nation has a protocols and standards list on their website as to who they will approve as archaeologists on-site. That 4-page PDF can be accessed here:

<https://s3.amazonaws.com/osagenation-nsn.gov/files/departments/Historic-Preservation/ONHPO%20S106%20Protocol%20and%20Standards%202023.pdf>. Previously Larry Conrad was our District's archaeologist. It was noted that most of Osage's approved archeologists have Oklahoma addresses. Test pits (depth and width) were discussed since the Oklahoma archaeologists require larger and deeper ones.

As a bidding alternative on the rehabilitation tank, MECO continues to research a prop mixer/dynamic mixing system, There could be a Rigby (low horsepower mixer that will circulate the water throughout the tank so the chlorine mixes). Traditionally chlorine water dissipates faster than the older water in the tank. There will be inquiry at Virden's water plant to learn more about their prop mixer water tank.

As winter approaches, it was noted that ice caps can form overtime at the top of water tanks. When that happens, it shrinks and expands the paint on the outside of the tower. That type of inclement weather shortens the water tower paint's life cycle.

2023 SRF Projects:

SRF 22.01 Well Field Improvements: Final components and programming are being installed. The District will obtain an operating permit from the IEPA.

SRF 22.02 Water Tank Rehabilitations: Finalizing bid documents. Conference call with IEPA and SRF staff. New directive on Cultural Resource Survey, so must follow Osage Nation protocol/approved archeologists list. This project is on the April of 2024 funding list. Construction plans are complete and there will be an IEPA construction permit application.

SRF 22.03 Curran Pressure Zone Improvements: Project scope elements and design options are being reviewed.

GIS mapping updates are complete. Internal QC/QA. MECO will schedule review session with CGTPWD staff and Mr. Harris.

**VIII. Guests**

**IX. Chairman, Vice Chair and Committee Reports**

- a. Chairman (Mitchell): CGTPWD has an open Trustee spot.

The Treasurer's position was filled. The Board welcomes Stacy Stremsterfer. She can be reached at pcangus319@gmail.com.

- b. Vice Chair (Irwin): Will add this item to next agenda: South Sangamon Water District's letter and response.
- c. Finance (Oswald and DiMarzio): no report
- d. Planning (Valois/Mitchell): CGTPWD seeks a trustee.
- e. Personnel (Mitchell/Moss): no report
- f. Systems Oversight (Irwin): no report
- g. Policy and Procedure (Valois and Irwin): no report
- h. Ordinance Committee (Mitchell and Oswald): no report.

**X. New Business** – Due to a typographical error under “new business” in number 10, section A, within the September 12, 2023, agenda, Vice Chair Irwin made a motion to table that action item. Trustee Moss second the motion. The motion carried.

**XI. Guests** – none

(8:09 p.m.)

**XII. Executive Session.**

Vice Chair Irwin made a motion to go into executive session. Trustee Moss second the motion. The motion carried.

Trustee Valois: Yes

Trustee DiMarzio: Yes

Vice Chair Irwin: Yes

Trustee Moss: Yes

Trustee Oswald: Yes

With five yes votes, the motion carried

Board exited the room at 8:10 p.m.

Board returned at 8:17 p.m.

Vice Chair Irwin made a motion to go back into regular session. Trustee Oswald second the motion. The motion carried.

Trustee Valois: Yes

Trustee DiMarzio: Yes

Vice Chair Irwin: Yes

Trustee Moss: Yes

Trustee Oswald: Yes

With five yes votes, the motion carried

Chairman Mitchell said that executive meeting minutes were discussed in executive session. He made a motion to hold the following six executive meeting minutes were held for the following dates:

January 10, 2023

May 9, 2023

June 20, 2023

July 5, 2023

July 11, 2023

August 8, 2023

Vice Chair Irwin second the motion. There was a roll call vote:

Trustee Valois: Yes

Trustee DiMarzio: Yes

Vice Chair Irwin: Yes

Trustee Moss: Yes

Trustee Oswald: Yes  
With five yes votes, the motion carried

Chairman Mitchell stated that having no other business, the board adjourned at 8:20 p.m.