

**Curran-Gardner Townships Public Water District**  
**3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981**  
**Tuesday, August 8, 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, Treasurer (open position served by Business Manager Graff), and Secretary Jessica Ryg

*Guests: Todd Folder*

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

**II. Pledge of Allegiance**

**III. Secretary (Jessica Ryg)**

Trustee Oschwald made a motion to approve the Regular Board Meeting Minutes from July 11, 2023, as amended. Vice Chair Irwin second the motion. The motion carried.

**IV. Treasurer (open position served by Business Manager Graff)**

At July 31, 2023, the CGTPWD Budget is in its 3rd month or 25% of FY'24 activity.

After a brief discussion, Trustee Oschwald made a motion to table the 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 Valois: Yes

Trustee Moss: Yes

Trustee DiMarzio: Yes

With six yes votes, the motion carried.

Trustee Oschwald made a motion to pay the bills. Trustee DiMarzio second the motion. The motion carried.

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

Water loss report for June 22, 2023 – July 21, 2023:

Amount of Treated Water Sent to Distribution System: 12,661,000 gallons (Note: This was a 30-day billing cycle.)

Amount of Water Billed to Customers: 11,290,000 gallons. This includes bulk water sales during this reporting period.

Amount of Water Loss: 10.8%

Amount of Water Loss: 1,371,00 gallons

Amount of Water Loss by Gallons per Minutes: 31.7 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.*

Chairman Mitchell asked Operations Manager Smith how many gallons of sludge were removed. It was noted that there were 213,527 gallons.

Well #5: Brotcke Well and Pump sent a camera down to inspect the screen after it was cleaned. They were pleased with the results. They also continued to assemble the well. The original electric conduit was damaged due to flood waters, so it will be replaced and re-routed to a safer location in the future.

The Farmingdale bulk water station is back in service. The District rebuilt the old swivel.

Well 7: Dan with SCADAWARE began work on installing the radio plus programming it. The water level transducer and pressure transducer were ordered.

A load cell on the lime batch tank failed, so it was replaced with a new load cell. Staff recalibrated the load cell with Merrick's oversite

A West Wind subdivision customer noticed water coming up in the roadway and notified the District. The street was cut, excavated and a small leak was repaired with minimal service disruption.

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

Business Manager Graff said that she is continuing to research billing software. It is expensive.

As of August 8, 2023, a total of 1,213 lead and copper surveys have been received.

<i>Office Action Item:</i>	<i>Quantity:</i>	<i>Date:</i>
Monthly Disconnect Letters Sent (May)	154	8/8/2023
Disconnect Letters Sent Current Fiscal Year	507	8/8/2023
Customers Currently Set for Disconnect	36	8/5/2023
Disconnects Still Shut-off from Last Month	2	8/8/2023
Disconnect Fees Applied for Current Billing Period	\$600 (12x\$50)	8/8/2023
Letters Sent to Update Contact Info.	0	8/8/2023
Contact Information Updated	0	8/8/2023
Current Liens	16	8/8/2023
Notice Letter(s) Sent to File Lien	1	8/8/2023
Liens Filed in July	1	8/8/2023
Liens Released Current Fiscal Year	2	8/8/2023
Total Cellular Meters Installed	1463	8/8/2023
Manual Meters	241	8/8/2023

Radio Meters	887	8/8/2023
Deduct Meters/Cellular Meters/Radio Meters	43/3/40	8/8/2023
New Tap-ons (May)	1	8/8/2023
New Tap-ons 5/1/22 – 7/31/23	2	8/8/2023
Total Active Customers	2555	8/8/2023
New Accounts Created (July)	23	8/8/2023
New Accounts Created Fiscal Year '24	54	8/8/2023

Trustee Oswald suggested adding a column to this report showing the percentage or quantity of change since the last report. It will be discussed at the next meeting.

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

Well #7 continues to get closer to going on-line. .

*SRF 22.01.* MECO is finalizing bid documents. This project is pending SRF placing project on IUP with the IEPA.

*SRF 22.02:* It was confirmed that the water tank rehabilitation is on the April 2024 funding list. Construction plans are complete. MECO will file IEPA construction permit application.

*SRF 22.03:* Curran Pressure Zone Improvements – The project scope elements and design options are being reviewed.

Trustee Oswald asked Engineer Middendorf if there was any news about the aquifer scanner used by helicopters since they last spoke. Engineer Middendorf will look into this again.

(7:30 p.m.)

**VIII. Guests:** none

## IV. Chairman, Vice Chair and Committee Reports

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

There is a new candidate who responded to the open position of CGTPWD Treasurer. An interview for that position will take place next week.

Chairman Mitchell will ask Electrician Joe Lee about a proposed generator for the administrative building/office. Engineer Middendorf spoke about the electrical phases of conductivity along with load synchronization. Trustee Oswald suggested looking into a grant to fund the proposed generator since there could be a possible funding opportunity. With the last derecho storm system, there could be Federal funds opening. Operations Manager Smith was asked to check with Ryan/Ruby/US Electric/Springfield Electric to see if other municipal water districts have gone this route.

Chairman Mitchell asked Operations Manager Smith to continue to work with Max regarding the small roof leaks at the Plant. It was noted that there was a 2-year warranty on labor and 7 year warranty on the product (circa 2018).

Chairman Mitchell asked Vice Chair Irwin to research the past steps taken during the previous contract negotiations.

b. Vice Chair (Irwin):

He spoke about the open Trustee position.

It was clarified that Ordinance 70 covers tap fees.

Trustee Oswald asked Operations Manager Smith to research used and new directional boring machines.

Vice Chair Irwin will reach out to the Teamsters about pending contract negotiations.

c. Finance (Oswald and DiMarzio): no report

d. Planning (Valois/Mitchell): CGTPWD seeks a treasurer and trustee.

e. Personnel (Mitchell/Moss):

There is a potential candidate to be interviewed for treasurer. The District has an ad in the Illinois Times, plus our website and it went on customer's bills.

The union contract negotiations will begin soon. The current union contract is in effect from January 2020 to December 31, 2023.

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 - none**

**XI. Guests - none**

**(7:43 p.m.)**

**XII/ Executive Session**

Vice Chair Irwin made a motion to go into Executive Session. Trustee DiMarzio second the motion. Chairman Mitchell called for a roll call vote:

Chairman Mitchell: Yes  
Vice Chair Irwin: Yes  
Trustee Oswald: Yes  
Trustee Valois: Yes  
Trustee Moss: Yes  
Trustee DiMarzio: Yes

With six yes votes, the motion carried.

**The Board exited at 7:45 p.m.**

**The Board returned at 8:34 p.m.**

Trustee Moss made a motion to go into Open Session. Vice Chair Irwin second the motion. Chairman Mitchell called for a roll call vote:

Chairman Mitchell: Yes  
Vice Chair Irwin: Yes  
Trustee Oswald: Yes  
Trustee Valois: Yes  
Trustee Moss: Yes  
Trustee DiMarzio: Yes

With six yes votes, the motion carried.

### **XIII. Return to Open Meeting New Business**

Chairman Mitchell stated that in Executive Session the Board discussed policies, procedures, and impending litigation.

Having no further business before the Board, they adjourned at 8:38 p.m.