

**Curran-Gardner Townships Public Water District**  
**3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981**  
**Tuesday, October 10, 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 Stacey Stremsterfer, and Secretary Jessica Ryg (excused)

*Guests: Todd Folder and Wayne Benanti*

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

**II. Pledge of Allegiance**

**III. Secretary (Jessica Ryg)**

The September Minutes were postponed due to Secretary's absence.

**IV. Treasurer**

As of September, 2023, the CGTPWD Budget is in its 5<sup>th</sup> month or 42% of FY'24 activity.

**Income**

Month End District Water Income: \$151,851.00

Fiscal YTD Water Income: \$976,498.00

Month End District Income (including other income): \$192,977.00

Fiscal YTD for all income: \$1,089,311, 123 % of the Budget

**Expenses**

Month End Operating Expenses: \$75,690.00

Fiscal YTD Expenses: \$663,360.00, 109% of the Operating Budget

**Net Operating Income (Loss)**

The YTD FY23 Unaudited Net Operating Income: \$425,951.00

Budgeted Debt Service: \$55,973.00 (transfers each month to Debt & Service accounts)

Capital Expenses for the Period: \$74,594.00

Net Income for the Period: (\$13,279.00)

**Bills** – Total Payments to Vendors (September 12, 2023 – October 9, 2023): \$148,559.17

Trustee Oschwald made a motion to accept the Treasurer's report pending audit. Trustee DiMarzio second the motion. The motion carried.

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

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

Water loss report for August 22, 2023 – September 26, 2023:

Amount of Treated Water Sent to Distribution System: 14,421,002 gallons (Note: This was a 36-day billing cycle.)

Amount of Water Billed to Customers: 16,629,000 gallons. This includes bulk water sales during this reporting period.

Amount of Water Loss: 13.28%

Amount of Water Loss: 2,207,998 gallons

Amount of Water Loss by Gallons per Minutes: 42.5 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.*

Well #5: The conduit is complete. The bacteria sampling is the next step before it goes back into service.

Well #7: Completed on CGTPWD's end. Brotcke checked the final pump test plus performed their last steps of disinfection and sampling. After two clean samples are received, the operating permit will be submitted. Photos were provided showing the wellfield and well.

Employees Tom Perry and Mike McCarthy attended an Illinois Potable Water Supply Operators Association training conference in Springfield.

The District's new Bobcat e35 mini excavator was delivered. Its inaugural service call was to Sloan Crossing subdivision where it was used to install a water service.

The Pleasant Plains interconnect was shut-off on Monday, September 18, 2023. The meter reading stated they consumed 2,479,000 gallons. It was suggested in prior meetings to break up that bill overtime.

At the treatment plant, the lime mixing issue seems resolved. After receiving a new chemical shipment, the batch tank was effectively blending with no issues.

It was noted that there have been two fires within district boundaries since the last meeting. Let the record continue to exhibit that there were no issues with water pressure or hydrants.

Also, the field were harvested north of Jefferson, and Route 97, so there's a surveyor, so perhaps that is part of the Route 125 expansion/easement project.

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

<i>Office Action Item:</i>	<i>August:</i>	<i>September:</i>	<i>October</i>	<i>Today's Date:</i>
Monthly Disconnect Letters Sent	154	139	137	10/10/2023
Disconnect Letters Sent Current Fiscal Year	507	646	783	10/10/2023
Customers Currently Set for Disconnect	36	9	53	10/10/2023
Disconnects Still Shut-off from Last Month	2	1	4	10/10/2023
Disconnect Fees Applied for Current Billing Period	\$600 (12x\$50)	\$550 (11x550)	\$200 (4x\$50)	10/10/2023
Letters Sent to Update Contact Info.	0	0	0	10/10/2023
Contact Information Updated	0	0	0	10/10/2023
Current Liens	16	16	16	10/10/2023
Notice Letter(s) Sent to File Lien	1	0	2	10/10/2023
Liens Filed in August	1	2	0	10/10/2023
Liens Released Current Fiscal Year	2	4	4	10/10/2023
Total Cellular Meters Installed	1463	1489 (+26)	1490	10/10/2023
Manual Meters	241	241	241	10/10/2023
Radio Meters	887	868	869	10/10/2023
Deduct Meters/Cellular Meters/Radio Meters	43/3/40	43/3/40	43/3/40	10/10/2023
New Tap-ons (May)	1	2	2	10/10/2023
New Tap-ons 5/1/22 – 8/31/23	2	5	7	10/10/2023
Total Active Customers	2555	2556	2557	10/10/2023
New Accounts Created (August)	23	27	19	10/10/2023
New Accounts Created Fiscal Year '24	54	81	100	10/10/2023

It was noted that Trustee Oschwald suggested adding additional columns to this report in to reflect the percentage of change since the last report.

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

Well #7 has its final components and programming being installed. The operating permit will be submitted to IEPA upon completion.

*SRF 22.01.* MECO is finalizing bid documents. Conference call with IEPA and SRF Staff. New directive on cultural resource surveys plus soliciting proposals from Osage Nation-approved archaeologists.

*SRF 22.02:* Projected to be on the April 2024 funding list. Construction plans are complete and will file with IEPA construction permit application.

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

GIS Mapping, Boundaries, Boundary, Hydraulics Analysis: GIS mapping updates are complete. There is an internal QC/QA. QA (quality assurance) primarily focuses on the processes and procedures that improve quality, including training, documentation, monitoring, and audits. QC (quality control) focuses on the product to find defects that remain after development. They find these issues in a variety of ways, including software testing and beta or what they call in the industry the canary test. MECO will schedule a review session with CGTPWD staff and attorney.

Fire hydrants were discussed along with mapping.

## **VIII. Guests**

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

- a. Chair (Mitchell): none
- b. Vice Chair (Irwin): The Teamsters contact is on the task list. Most likely the cost of health insurance will rise as it has done consistently in the past.
- c. Finance (Oschald/DiMarzio): none
- d. Planning (Valois/Mitchell): none
- e. Personnel (Mitchell/Moss): Auditor will be scheduling a site visit. This is in normally scheduled task annually.
- f. Systems Oversight (Irwin): Vice Chair Irwin was asked to add a budget item to the November agenda.
- g. Policy and Procedures (Valois/Irwin): none
- h. Ordinance Committee (Mitchell/Oschwald): none

**X. New Business:** none

**XI. Guests:** none

**XII. Executive Session:** none

**XIII. Return to Open Meeting:** n/a

**XIV. Adjournment:** Having no further business before the Board, they adjourned at 7:35 p.m.