

**Curran-Gardner Townships Public Water District**  
**3384 Hazlett Road | Springfield, Illinois | 62707-2522 | 217.546.3981**  
**Tuesday, April 12, 2022 – 7:00 p.m. – Regular Board Meeting**

Members: Chairman Mitchell, Vice Chair Davis, Trustee Oschwald, Trustee Moss, Trustee Valois, Trustee DiMarzio, Trustee Irwin (excused), Operations Manager Smith, Engineer Middendorf, Treasurer Becker, Business Manager Graff and Secretary Ryg

*Guests: Wayne Benanti and Todd Folder*

**I.** Chair Mitchell called the meeting to order at 7:00 p.m.

**II. Secretary (Jessica Ryg)**

Trustee Moss made a motion to accept the regular meeting minutes from March 8, 2022. Vice Chair Davis second the motion. The motion carried.

The CGTPWD Committee as a Whole meeting minutes from:

- March 8, 2022 at 6:00 p.m.
- March 22, 2022 at 6:00 p.m.
- April 12, 2022 at 6:00 p.m.

will be voted upon at next month's meeting. These three meetings discussed the annual budget.

Chairman Mitchell asked the Board to differ from the normal agenda and called upon Attorney Brad Wilson (Rammelkam Bradney Attorneys at Law located at 232 West State Street, Jacksonville, Illinois, 62650, phone number: 217-245-6177) to reacquaint himself to the Board. Attorney Wilson discussed Ordinance 70 with the Board which will amend section 2A or Ordinance 12. He explained that his office represents twelve different public water commissions, public water cooperatives and public water districts. Chairman Mitchell clarified that the District will still use Brown, Hay and Stephens along with Attorney Harris for 1926 b.

(7:07 p.m.)

**III. Treasurer (Becker)**

The CGTPWD Budget Report reflects 11 months or 92% of FY'22 activities. Treasurer Becker gave the following Income and Expenses Report for March of 2022:

**Income**

Month End District Water Income: \$154,398

Fiscal YTD Water Income: \$1,604,538

Month End District Income (including other income): \$170,807

Fiscal YTD for all income: \$1,833,740

**Expenses**

Month End Operating Expenses: \$99,324

Fiscal YTD Expenses: \$1,135,939

**Net Operating Income (Loss)**

The YTD FY22 Unaudited Net Operating Income: \$697,801

Budgeted Debt Service: \$46,421 (transfers each month to Debt & Service accounts)

Capital Expenses for the Period: \$146,271

**Bills – Total Payments to Vendors (March 8, 2022 - April 11, 2022): \$235,095**

Treasurer Becker provided board members with an unaudited Operating Balance Sheet ending March 31, 2022; also, the Reserves and Debt Funds Balance Sheet and the Quarterly Profit and Loss Report ending March 31, 2022.

Trustee Oswald moved to accept the treasurer's reports pending audit. Trustee DiMarzio second the motion.

The Board discussed the 2021 -2022 budget item regarding the raw water line needed across (and under) the Sangamon River. This budgeted project did not get started in this fiscal year due to the material cost, weather issues and timing. The District is conserving applying for the State Revolving Fund (SRF) for fiscal year 2022 – 2023 of which the raw water line will be part of this program, As a result, Trustee Oswald made a motion to remove \$675,000 from the 2021 – 2022 budget to dedicate to this project. Trustee Moss second the motion. The motion carried.

Trustee DiMarzio moved to pay the bills. Treasurer Valois second the motion. The motion carried.

(7:14 p.m.)

Two Certificates of Deposit (CDs) that were established on behalf of the required Reserve Funds needed for the 2019 USDA Loan and 2016 US Bank Bonds/Formal IFA have matured. Treasurer Becker researched 12-month and 18-month CD terms and correlating rates at various banks to reinvest them. She looked at the following financial institutions:

1. United Community Bank (UCB)
2. Warren-Boynton State Bank
3. Hickory Point Bank
4. Bank of Springfield (BoS)
5. People's Bank and Trust
6. Marine Bank
7. CEFCU (Citizens Equity First Credit Union)
8. Town and Country Bank
9. Heartland Credit Union
10. Carrolton Bank
11. Illinois National Bank (INB)

Currently one of the matured CDs is invested at Carrolton Bank. That bank offered a 0.50% rate increase if the District renewed the CD by April 26, 2022.

The other matured CD is invested at Illinois National Bank (INB). Their offer was to reinvest the CD at .35% at 12-months or an increase of up to .65% if a 2-year CD was used.

It was clarified that there is a potential loss to secure funding at any bank over \$250,000 since it won't accrue interest nor be protected and insured by the Federal Deposit Insurance Corporation. (FDIC).

Trustee Eric Oschwald made a motion to authorize CGTPWD Treasurer Mary Ann Becker to leave the \$169,433.00+/- at Carrollton Bank and move the \$159,360.00+/- to a Certificate of Deposit (CD) at Bank of Springfield (BoS) at .50%. Both CDs will be on a 12-month maturity. Trustee Moss second the motion. The motion carried.

#### **IV. Operations Manager's Report (Aaron Smith)**

Water loss report for February 17, 2022 – March 17, 2022:

Amount of Treated Water Sent to Distribution System: 9,242,000 gallons (Note: This was a 28-day billing cycle.)

Amount of Water Billed to Customers: 8,389,000 gallons (includes bulk water sales)

Amount of Water Loss: 9.23%

Amount of Water Loss: 853,000 gallons

Amount of Water Loss by Gallons per Minutes: 21.15 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's pump failed, so Suez (now Veolia Water Technologies, 23563 West Main Street, Plainfield, IL, 60544) was contacted. They subcontracted it to Brotcke Well and Pump to repair the well pump.

A one-inch service was installed at a customer's house in the three thousand block of Route 97.

The standard specifications manual was completed. Several meetings were held with the District staff to do this.

The Illinois Environmental Protection Agency's annual inspection report was delivered to the District. The operations crew met to discuss the report and made a list of action items for consideration.

The Farmingdale tower pump station's backup battery failed. This caused the booster pumps to not run properly and thus the pressure dropped in Berlin. A new backup battery was installed, and the issue is resolved.

A customer called to state his water pressure was too high at his residence. An agreement was reached between the customer and the District to reduce the pressure. The customer was pleased with the resolution.

MECO will perform a hydraulic study on a property located a ½ mile south of Curran for potential project.

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

Business Manager Graff gave each Board member a cellular installation report. The report depicted each field crew's name (Matt, Mike, Todd and Tom) and specific route's number of meters. As of tonight's meeting, there have been 915 meters installed.

The Sangamon County Water Reclamation District (SCWRD) raised their rates and again the District reminded customers that their rate increase goes into effect on Sunday, May 1, 2022.

Business Manager Graff is in contact with the Village of Curran regarding SCWRD's rate increase.

Trustee Oschwald inquired about meter distribution on each field crew's route. Operations Manager Smith provided input. Business Manager Graff will circle back to Trustee Oschwald with further information. She mentioned that the District still needs to address a possible sprinkler meters ordinance. It was clarified that a sprinkler meter is the same price as a regular revenue meter.

Guest Todd Folder has suggested an audit of irrigation meters in the past. Business Manager Graff explained that our current billing system does not accommodate this initiative as it would separate out the sewer from the water giving customers two separate bills.

(7:37 p.m.)

There was a discussion and explanation of radio read meters vs. cellular read meters.

#### **VI. District Engineer's Report**

There was a discussion about stand-by power to the wellfields. The Illinois Environmental Protection Agency (IEPA) field inspection report listed a lack of stand-by power supply to the wellfield as a possible initiative.

The focus of the future State Revolving Fund (SRF) loan application includes the possibility of distribution improvements, wellfield improvements (standby power), and water storage rehabilitation. The District will use copies of the Illinois Environmental Protection Agency (IEPA) field inspection report to help authenticate the needs of these action items. One of the challenges is the impending SRF deadline and the other challenge is staff as this is a monumental proposal. At the end of the application process, there will be a lot of "back and forth" signing/signatures in the final phase, so one option is have the Board make a motion for Chairman Mitchell sign everything re: proposed indebtedness.

It was suggested that every month's agenda should have an agenda item titled SRF going forward.

One of the ideas for the SRF application is the nitrification action plan (NAP) (See comment 4 under distribution system, attachment B in the Illinois Environmental Protection Agency field

inspection report). Another idea for the SRF application is improving the “as-built” plans (submitting drawings of chemical feed).

**VII. Guests – n/a**

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

- a. Chairman Mitchell - He met with the Martin Engineering (3695 South 6<sup>th</sup> Street Frontage Road, Springfield, IL, 62703 217-698-8900) to confirm that CGTPWD is the water provider on a project. A follow-up letter was sent to Martin Engineering after the meeting.
- b. Vice Chairman (Davis) – n/a
- c. Finance (Oswald/DiMarzio) - A final budgetary meeting was held at 6:00 p.m. on April 12, 2022. It was the consensus of the Board to vote on the FY Budget next month, May 10, 2022, at the regular monthly meeting.
- d. Planning (Valois/Mitchell) – n/a
- e. Personnel (Mitchell/Moss) – n/a
- f. Systems Oversight (Davis/Irwin) – n/a
- g. Policy and Procedures (Valois/Irwin) – n/a
- h. Ordinance Committee (Mitchell) – n/a

**IX. New Business**

Trustee Moss asked for an update from the City of Springfield and CGTPWD. Chairman Mitchell said there is no update at this time.

Engineer Middendorf thanked Operations Manager Smith and District Staff for their assistance with standard specifications. Engineer Middendorf encouraged Trustees and staff to think about long term goals and growth management for the District.

(7:58 p.m.)

The 2022 IEPA report was further discussed in reference to the SRF Loan Applications and District’s future objectives.

Sloan Crossing Development: The meter installation cost was discussed.

**X. Guests – n/a**

**XI. Executive Session – none**

**XII. Adjournment:** Chairman adjourned the 8:09 p.m.