

MEETING MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
CATERPILLAR TRAIL PUBLIC WATER DISTRICT OF WOODFORD
COUNTY ILLINOIS ON JULY 11, 2022, AT 7:00 PM, VIA ZOOM AND
AT 404 TEN MILE CREEK ROAD, EAST PEORIA, IL 61611-9240

APPROVED

Attendance by Board Members, Staff and/or Guests:

Physically present – R. Sutton, P. Pitcher, C. Slagel, T. Stanley, K. Webber, J. Zulu

Via Teleconference – J. Heiple

Excused – J. Howard, A. Keil, G. Long, Z. Taylor

Chairman Sutton called the meeting to order at 7:00p.m., declaring a quorum present.

A Thank You card from Mr. and Mrs. Parrish was reviewed. They are relocating to Colorado but wanted to express their appreciation for CTPWD's staff and services.

Chairman Sutton announced John Bellisario has expressed an interest in filling the current Trustee vacancy. He lives in Woodford Heights, currently an un-represented area of the Village. Patti Pitcher will send the notification to Woodford County. It's expected he will be official before next month's meeting.

There was a leak adjustment at 212 Karagen Circle. While residents were out of town, they experienced a toilet leak and a broken exterior line. The meter read 14,700 gallons above normal usage. The residents paid \$130 – which is normally \$63 – after the CTPWD credited the residents \$97.56.

Public Comments

None.

Minutes Approval

Kay Webber moved to approve the June 13, 2022, Board Minutes; seconded by Christine Slagel. Motion passed unanimously.

Treasurer/Billing

District Water Billing

Patti Pitcher reported a total of 2,032 bills with a read date of June 23, 2022, were sent totaling 10,437,894 gallons. Water billed was \$130,425.09. Loan service billed was \$10,104.68 and penalties billed were \$1,880.44, for a grand total billing of \$142,410.21.

Kay Webber moved to approve the Treasurer/Billing report; seconded by Josh Zulu. Motion passed unanimously.

Financial Results

Tiffany Stanley reviewed the respective reports for May and June.

May Balance Sheet shows a C/R ratio of 1.74, a Cash Flow balance of \$937,417.15 and a Net Income of \$39,140.19.

June Balance Sheet shows a decreased C/R ratio of 1.45 due to the large IEPA loan payment made, a Cash Flow balance of \$681,585.76 and a Net Income of \$38,731.50.

Josh Zulu moved to approve the Financial Reports for both May and June; seconded by Kay Webber. Motion passed unanimously.

Several items to note while reviewing the June Transaction List by Vendor:

- ADP charged us a one-time fee of \$25 to handle delivery service to enrolled employees;
- Farnsworth Group was paid \$1,100 for the first SCADA evaluation;
- GFL Environmental credit of \$74.62 is the result of Angie questioning a \$7.50 monthly discretionary administrative fee;
- IEPA loan payment of \$312,041.96 was paid;
- CTPWD renewed its Annual Membership to the Illinois Rural Water Association for \$451.58;
- Previous Selective Insurance from Corkill was replaced with Cincinnati Insurance from Presidio which will now be paid quarterly rather than monthly. This also required a voided check for Cincinnati to establish electronic payments going forward;
- Total Vendor payments for the month of June were \$436,815.25 and checks processed totaled \$95,954.22.

Josh Zulu moved to approve the bills paid for the month of June; seconded by Christine Slagel. Motion passed unanimously.

Budget

Payroll is one of the largest expenses, followed by facility operations.

The new \$400 printer wasn't fully budgeted but much needed. Supplies were increasingly difficult to obtain and another printer has since failed. All office staff now utilizes the new printer.

Bank service charges mirror the increase in customers using auto-pay services.

Vehicle expenses have increased due to the rise in current gas prices.

Tiffany will use the projected electric rate increases for next year's budget.

Overall, CTPWD routinely exercises due diligence when securing services and expenses so there are no concerns.

District Superintendent's Report

Chairman Sutton reported 13,148,000 gallons were pumped in June. Bacterial test was OK and the fluoride level was .699 (target 0.6 to 0.8) with the hardness testing at 5.5 grains per gallon.

The new Hach SL1000 testing equipment has been received and staff is now creating a Nitrification Action Plan. Greg Long will report back to the Board when completed.

Cell phones were updated to accommodate the new network and a MiFi hotspot was purchased to improve GPS connectivity, all for less than \$180.00. The MiFi hotspot comes with unlimited data for \$30/month.

Repairs to Plant – AAA Northgate HVAC is expected to complete the furnace replacements by July 15th.

The regulator on the plant generator malfunctioned, requiring a part to repair.

Old Business

Status Review of Electrical Contract – Chairman Sutton reported the electric rates continue to fluctuate daily, so the rates he mentioned last month had already increased significantly when he attempted to confirm them after the June meeting. There is a two-month grace period allowed during which CTPWD could accept the Ameren rate for comparison purposes before determining whether or not to return to AEP's rates. The electric rates for the plant expired June 21st and the well will expire July 19th. Electric rates are most expensive during the late afternoons, which could cause the plant's operational hours to be re-visited.

Solar Alternative Investigation – As previously discussed, CTPWD has an opportunity to reduce costs by installing a solar photovoltaic system under the Illinois Shines Program. Josh Zulu distributed a handout detailing CEDG's Proposal specifications and incorporating the projected electric rates that are currently surging, expecting to cause a two- to three-fold increase by mid-2022. A solar system would provide payments in exchange for 15 years of Renewable Energy Credits (RECs) generated by the system, offsetting utility costs.

Discussion was had regarding the information presented by CEDG [June meeting] and the subsequent Proposal received. Attorney Heiple has reviewed it but has several questions which Chairman Sutton and Josh Zulu will address with Steve Smith [CEDG]. In the meantime, it was decided other options, including community solar, will be investigated further. Additionally, other resources including local electrical contractors certified in solar systems should also be considered. Josh recently traveled to Lincoln College to see the solar system installed there as he continues his due diligence.

New Business

None.

Board Member Items:

Kay Webber inquired about Valley View's status. Chairman Sutton stated there are no changes at this time, but Woodford County expects to receive funds that could positively impact Valley View.

Adjournment

Kay Webber moved to adjourn the meeting at 8:39pm; seconded by Christine Slagel. Motion passed unanimously.

Next Meeting

Monday, August 8, 2022, at 7:00p.m. Please call to be excused if you are unable to attend.

*P. Pitcher
Board Secretary*