

MEETING  
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE  
CATERPILLAR TRAIL PUBLIC WATER DISTRICT OF WOODFORD  
COUNTY ILLINOIS ON APRIL 13, 2020 AT 7:00 PM

TELECONFERENCE FROM HOMES PER MODIFIED ILLINOIS OPEN MEETINGS  
ACT REQUIREMENTS BY GOVERNOR J. B. PRITZER'S MARCH 16, 2020 EXECUTIVE  
ORDER 2020-07. EXECUTIVE ORDER IN RESPONSE TO COVID-19 (COVID-19  
EXECUTIVE ORDER NO. 5).

Present: J. Ezzell, J. Schaffer, C. Slagel, R. Sutton, Z. Taylor, and J. Zulu  
Excused Absence: K. Webber  
Staff Present: G. Long, M. Gurbal and J. Burkhalter

The meeting was called to order by Chairman Bob Sutton at 7:00 pm and declared a quorum present.

**Public Comments**

Two leak adjustments were approved in March.

1271 N. Hickory Hills Rd. for \$28.63

316 E. White Oak Ct. for \$43.53

**Minutes Approval**

Motion to approve the February 2020 minutes, as a quorum for that meeting was not present at the March Board meeting, by John Ezzell, seconded by John Schaffer and unanimously approved by the 4 Board members that had been present at the February meeting.

A change to the March minutes was recommended by John Ezzell, regarding the new EPA requirements from the Rural Water Association Conference. Motion to approve the amended March minutes by John Schaffer, seconded by Josh Zulu and was unanimously approved.

**Treasurer/Billing**

District Water Billing – 2,011 bills were sent in March totaling 8,131,166 gallons. Water billed was \$100,855.25. Loan service billed was \$10,017.00. No penalties were charged in March due to the guidelines by the Illinois Commerce Commission during the Pandemic. Total billed was \$110,872.25.

**District Superintendent's Report**

Usage report – Greg reported 10,799,000 gallons were pumped in March. Bacterial test was ok and the fluoride was .680 The hardness was 4.2 grains per gallon.

Painting of Ground Storage, Head and Lime Tanks – John Ezzell indicated we received bids for this project, however, decided to remove the bid request at this time due to the pandemic virus situation. We will again request bids for this project later this summer, if the country opens back up.

**Status Review – Old Business**

Bob mentioned the confusion from motions made in the November 11 and 22 minutes regarding the timing of rate increases. **Motion** by John Schaffer, seconded by Zach Taylor that the rate increase decision in the November 11<sup>th</sup> meeting was superseded by the rate increase decision in the November 22<sup>nd</sup> meeting. Motion was unanimously approved. According to the Ordinance 2019-2 which authorized

the newly approved rate structure these rates shall increase, at the discretion of the Board of Trustees, at the rate of 3% each year, effective with each subsequent January billing cycle, beginning with water use in late December of 2020 and each December thereafter. The Billing Policy will be modified to reflect this Ordinance.

COVID-19 Actions and Options – Bob referred to the document of Actions and Options for CTPWD to Consider. He discussed the actions already taken. He next indicated a decision needs to be made on the direction we will be going in the future and how Angie will be able to respond to questions from customers. Considerable discussion was held on this with several opinions. This discussion will be tabled until our May meeting. In the interim, Bob will draft a response for Angie to use, such as, “we are working on a plan, in the meantime, stay home, stay safe and pay what you can.”

Bob also referred to the impact on CTPWD. With revenue being affected, he asked for suggestions on how to save. Options reviewed:

1. Bob indicated he is working with CEFCU for a government guaranteed loan under the Payroll Protection Program.
2. John E. indicated we will be delaying cleaning and painting of tanks, \$30,000
3. Margaret suggested possibly making a partial payment on the large loan
4. Greg contacted the Illinois EPA for suggestions, but could not get anyone to answer.
5. John E. and Greg have put a halt on the security interface on Scada.
6. Greg has secured a supply of chemicals in advance, so these should last a while.
7. Margaret is having Angie monitor the bank balance should we need to pull money from another account for the loan payments.

For now, the Board agreed to not spend on anything except emergency expenditures.

New Business – No new business discussed at this time.

### **Board Member Items**

Christine Slagel – indicated she had investigated private insurance. She found:

1. For private insurance, it would likely be necessary to negotiate a new policy yearly.
2. Due to our small number of employees, it may be difficult to maintain coverage if one becomes seriously ill or develops a chronic condition.
3. Claims and referrals must be made and resolved through the employee’s initiative instead of by a contract between the state and the insurance provider.

Christine indicated there are too many risks for private insurance and suggested staying with our current plan.

John E. asked Greg about Scott’s progress with the operator’s courses. Greg indicated Scott had taken the C&D operator training through Blackhawk online. There was no information at this time as to whether the A&B course would be scheduled. John E. mentioned if scheduled, we had committed to pay for Scott to take this training.

**Motion** to adjourn the meeting by Zach Taylor, seconded by John Ezzell and was unanimously approved. Meeting adjourned at 8:23 pm.

Judy Burkhalter, Board Secretary

Next meeting will be May 11, 2020 at 7:00 pm.

Please call to be excused if you are unable to attend.