

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

Attendance by Board Members, Staff and/or Guests:

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

Via Teleconference – A. Keil, G. Long, J. O’Laughlin

Guests - None

Quorum present. Chairman Sutton called the meeting to order at 7:00p.m. He introduced Jim O’Laughlin as a potential new Board member and asked all attendees to introduce themselves.

Public Comments

None.

Leak Adjustment

A frozen outside spigot was reported on Independence Court on March 22nd and was repaired. The resident is being credited \$191.00, as approved by Chairman Sutton.

Minutes Approval

No revisions.

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

Treasurer/Billing

District Water Billing – Patti reported a total of 2,029 bills with a read date of March 24, 2022, were sent totaling 7,469,950 gallons. Water billed was \$102,196.36. Loan service billed was \$10,104.34 and penalties billed were \$1,709.74, for a total billing of \$114,010.44.

Bills paid – Tiffany reviewed the expenditure checks written in March 2022, totaling \$91,974.33, as outlined in her Transaction List by Vendor report. She noted the April 1st payroll was actually deducted by ADP on March 31st, otherwise all expenses were normal and customary.

Josh Zulu moved to approve the Treasurer’s report; seconded by Zach Taylor. Motion passed unanimously.

Financial results – Tiffany also reviewed the financials for March 2022, noting the following:

- Valley View line item of \$40,308.50 barely exceeds the initial \$40,000 commitment, reminding the Board an additional \$25,000 was also previously approved (for a grand total of \$65,000).
- Water Sales of \$112,517.83 were approximately \$9,200.00 less than last month.
- Overall, a net loss of \$3,929.04 for the month.

Jason Howard moved to approve the March 2022 Financial Report; seconded by Christine Slagel. Motion passed unanimously.

District Superintendent's Report

Greg reported 9,949,000 gallons were pumped in March. Bacterial test was fine and the fluoride level was .673 (target 0.6 to 0.8) with the hardness testing at 4.2 grains per gallon.

Dave McMillan, a retired high-ranking IEPA official now working for IRWA, recently demonstrated a Hach SL 1000 Analyzer, multitasking test equipment to help facilitate our Nitrification Action Plan and chlorine balance. As previously reported, Greg already budgeted for this purchase (approximately \$4,500, plus the ChemKeys (\$3 to \$4 each). He reported this equipment is quick (six to eight minutes), user-friendly, minimizes human error and simultaneously tests up to four parameters in real time which would significantly reduce labor, fuel, testing time and third-party lab costs. It's also EPA-certified and doesn't require calibration. Dave tested samples in the plant for ammonia, chlorine, copper and nitrates as well as random sites throughout the system for continuity. After a brief discussion, Chairman Sutton and the Board agreed this equipment has merit. Greg will pursue the availability and purchase before the end of this fiscal year (July 1st).

Old Business

Valley View Project – IEPA Loan forgiveness is exhausted for this year. Funding Nomination Request of \$25,000 was submitted mid-March to the IEPA, ahead of the March 31st deadline. Now we wait. Additionally, Valley View submitted a request to Woodford County for funding.

New Business

Chairman Sutton stated he and Josh are working on insurance policy quotes ahead of the upcoming June 2022 expiration. They are also working on electricity rates which are currently at 4.769/kWh; however, sources suggest we can expect 5.26/kWh at best.

Board Member Items:

None.

Adjournment

Zach Taylor moved to adjourn the meeting at 7:52p.m.; seconded by Jason Howard. Motion passed unanimously.

Next Meeting

Monday, May 9, 2022, at 7:00p.m. Please call to be excused if you are unable to attend.

P. Pitcher
Board Secretary