

**OFFICIAL MINUTES**  
**OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE**  
**CATERPILLAR TRAIL PUBLIC WATER DISTRICT OF WOODFORD**  
**COUNTY ILLINOIS ON AUGUST 9th, 2021.**

Meeting was conducted as a Hybrid of In-Person and Teleconference Attendance. A Quorum of the Board were Present at CTPWD and joined with Teleconference to remaining Board Members and the Staff.

Present at CTPWD: J. Ezzell, C. Slagel, R. Sutton, and Z. Taylor

Attending by Teleconference:

Board Members: K. Webber and J. Zulu,

Staff: T. Beechler, G. Long, T. Stanley, and A. Keil

Approved Absence: J. Howard

The meeting was called to order by Chairman Bob Sutton at 7:01 pm and declared a quorum present.

**Public Comments**

There were no public comments of record.

**Minutes Approval**

No changes were suggested for the July minutes.

**Motion** to approve the July monthly minutes by John Ezzell, seconded by Kay Webber and the motion was unanimously approved.

**Treasurer/ Billing**

District Water Billing – Angie reported 2,024 bills were sent in July totaling 10,951,175 gallons. Water billed was \$131,043.72, Loan Service billed was \$10,081.65, and Penalties were \$2,025.67, for Total With Penalties of \$143,151.04

Financial Results - Tiffany Stanley provided the Board with a 2020 / 2021 budget comparison versus actual report. Tiffany stated that we were on positive side of income and budget allotments.

Petty cash was replenished.

One customer made back-payment in full and lien was released, and another customer had a lien placed on them.

Bills Paid – Transaction by vendors were \$77,477.11.

**Motion** to approve the bills paid in July by Zach Taylor, seconded by Josh Zulu, and the motion was unanimously approved.

Grant Preparation: Tiffany (and Robert) has been working to get CTPWD prepared for Grant Applications by updating our DUNS ratings and GATA approval.

**IT Report** – Tim Beechler gave status update on the office upgrade process: Remaining item left to be completed is local NAS based backup system and movement of network equipment once shelf is completed.

Tim also clarified comment made in July meeting that Windows 11 will be available in October, 2021 – will evaluate when CTPWD systems will be upgraded.

### **District Superintendent's Report**

Usage Report – Greg reported 12,996,000 gallons pumped in July. Fluoride test was .764 (target is 0.6-0.8). The hardness was 4 grains per gallon. Bacteria samples were good with no issues.

---

### **Capital Spending**

John Ezzell and Tiffany Stanley have been clarifying Capital and High-Cost Maintenance items classification for FY2022. John presented a summary of the overall FY2022 Budget of \$184,185.

Possible Future Grant Projects: Robert has submitted 3 projects for consideration by the Woodford County Board. Depending on Grant approval and terms of grants funding, further Budget review and changes may be needed.

Maintenance Plans and Expenditures: Zack Taylor requested Greg ask/research similar water systems to ours about their Maintenance Plans and Expenditures' experiences to help us properly perform maintenance activities, and plan for events/costs that will likely be incurred.

### **Old Business**

Valley View Project - The last meeting with VV was July 16<sup>th</sup>, where initial Engineering Plans and the actual water main route were reviewed and changes were requested. Greg will meet further with the engineers. Amount earmarked to VV Project from CTPWD was \$40,000. They are currently asking us to pay \$21,000. John & Tiffany are meeting to organize the expenses incurred so far, and will meet with Tony Hahn, Valley View, to get a clear understanding of the financial status of this project at this time. Estimated completion date with water flowing to VV is Summer 2022. Next steps are to complete the Project Engineering Plans, Specifications, and Updated Cost estimate so that the IEPA Construction Permit may be made, and then the IEPA Loan Application completed, hopefully in time for IEPA FY2022 Bypass Funding

ACH (Automatic Clearing House / Auto Account Debit) - Angie reports no issues with the system integration. She is looking into adding the sign-up forms & links on the CTPWD website

### **New Business**

American Recovery Fund: Robert has requested \$51,000 share of American Recovery Fund Grant to The Village of Germantown Hills (TVGH); but, has been told by Ann Sasso, Village Administrator, that TVGH cannot share funds if don't own the activity – our legal advisor thinks they can share. TVGH plans to use all their grant for sewer system updates.

**Board Members** - There were no items brought up by board members.

### **Meeting Close**

**Motion** to adjourn the meeting by Zach Taylor, seconded by John Ezzell and was unanimously approved. Meeting adjourned at 8:06 pm.

Tim Beechler, Board Secretary

Next meeting will be September 13th, 2021 at 7:00 pm  
Please call if you will not be able to attend.