

MINUTES
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE CATERPILLAR
TRAIL PUBLIC WATER DISTRICT OF WOODFORD COUNTY, ILLINOIS
ON AUGUST 26, 2016, AT 2:40 PM AT
KOURI's MEETING ROOM, 105 ELIZABETH POINTE DRIVE, METAMORA, IL 61548

Present: D. Cusac, A. Gardner, J. Litherland, J. Schaffer, R. Sutton, K. Webber and J. Zulu
Guest: John Ezzell and Lisa Henrich)
(J. Burkhalter, M. Gurbal and G. Long)

The meeting was called to order by Bob Sutton, chairman, at 2:40 pm and declared a quorum present.

Public Comments

None.

Minutes

Motion was made by Amy Gardner to approve the July 11th minutes, seconded by John Litherland and was unanimously approved.

Leak Adjustment Application

Bob noted a customer had requested a Leak Adjustment for a leak 6" from the outside wall of their home, which they had repaired. Bob approved this request for \$203.

Treasurer Report

Bills - Margaret provided the board an explanation of bills paid in July. **Motion** made by Dave Cusac to approve payment of July bills, seconded by John Schaffer and was unanimously approved.

FY 2016 Financial Statements- Margaret provided the Board an explanation of the July 2016 Balance Sheet, Profit & Loss Statement, and Cash Flows. **Motion** made by John Litherland to approve July Financial Statements, seconded by Amy Gardner and was unanimously approved.

FY 2017 Financial Statements- Margaret provided the Board with an explanation of the FY 2017 P&L Budget. Motion made by John Litherland to approve budget for FY 2017, seconded by Amy Gardner and was unanimously approved.

District Superintendent Report

Usage Report- Greg reported 14,633,000 gallons were pumped in the month of July. The bacterial test was fine and the Fluoride test was .73. The Hardness was 3.6 grains per gallons.

Hydrant Flushing – Greg reported the hydrant flushing was completed in August.

Lime Lagoons - Greg informed the Board two lime lagoons are scheduled for cleaning next week, weather permitting.

Ground Storage Tank Cleaning Bids – Greg received two bids: National Wash Authority for \$6,100; and Giant Maintenance and Restoration for \$3,400. Giant cleaned our unit the last time it was done and this

year's quote was even less, as they now know what they are dealing with. Motion by Kay Webber to take the Giant Maintenance and Restoration bid for cleaning the ground storage tank, seconded by Dave Cusac and was unanimously approved.

Status Review – Old Business

CUSI Payment Modules – Lisa distributed an informational sheet showing three modules with CUSI: 1. Customer Web Portal Module, 2. Auto Debit Module, and 3. Bank Check Elimination Module. Lisa discussed with the Board that Modules 1 and 2 would be beneficial to the office. After in-depth discussion, a **Motion** was made by Amy Gardner to approve Modules 1 and 2, seconded by John Litherland and was unanimously approved.

Energy Contract – As indicated in last month's meeting, Bob met with Steve Smith of Farnsworth who put together options for our energy contract. Bob reviewed these options with the Board and indicated he had chosen to go with Homefield Energy for a 2 year contract with X- Capacity at a rate of \$.04438/Kwh.

Informational Letter on Drinking Water Quality – Greg distributed the revised letter to be posted to the website as well as providing a stack of hardcopies in the office for customers.

New Business

Mission/Vision/Objectives – Bob distributed a sheet for everyone to indicate what they felt was important for our mission. The group came up with options which were discussed. All options were then given to Lisa to compile. Bob will meet with several Board members and Margaret Gurbal to discuss the Mission prior to the next meeting at which time they will review.

Motion made by Joshua Zulu to adjourn the meeting, seconded by John Schaffer and was unanimously approved. Meeting adjourned at 4:25 pm.

Judy Burkhalter
Secretary

Next Meeting- September 11, 2016, 7:00 pm
Please call to be excused if you are unable to attend.