

MEETING
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
CATERPILLAR TRAIL PUBLIC WATER DISTRICT OF WOODFORD
COUNTY ILLINOIS ON DECEMBER 10, 2018 AT 7:00 PM
AT 404 TEN MILE CREEK ROAD, EAST PEORIA, IL. 61611-9240

Present: J. Ezzell, J. Schaffer, C. Slagel, R. Sutton, Z. Taylor, and K. Webber

Approved Absence: J. Zulu

Staff Present: J. Burkhalter, M. Gurbal, G. Long

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

Public Comments

No Public Comments

Minutes Approval

Motion to approve the November minutes by Kay Webber, with the revisions mentioned below:

Under Folding Machine - John Schaffer reported that a used folder had recently become available. It had less hours than the other used one. The cost for the used unit was \$4,900 and Midwest Mailing Systems indicated they would treat it as a new machine. The service contract would be \$1,085/year. **Motion** was seconded by Zach Taylor and was unanimously approved.

Treasurer Report

Bills- Margaret provided the Board a list and explanation of the bills paid in November. **Motion** approve bills paid in November by John Schaffer, seconded by Christine Slagel, and was unanimously approved.

Financials - Margaret provided the Board an explanation of the November Profit & Loss statement, current Balance Sheet and Cash Flow statement. **Motion** to approve the financial statements by John Ezzell, seconded by Kay Webber and was unanimously approved.

Analysis of Cost of Water – Margaret prepared a report on the Cost of Water over a three-year period, 2015, 2016 and 2017. She reviewed her report and good discussion was held on this topic. The Board appreciated her putting this report together.

District Water Billing - 2,001 bills were sent in November totaling 9,538,486 gallons. \$91,316.18 was the cost of water billed. The loan service billed was \$9,975.67. Penalties were \$1,473.20 for a total bill of \$102,765.05.

District Superintendent's Report

Usage report – Greg reported that 9,810,000 gallons were pumped in November. The bacterial test was fine and the Fluoride test was .563. The hardness was 5 grains per gallon.

Flow Meter – Greg reported he had received the spare Magnetic Flow Meter just in time, as one of the meters stopped working. He still needs to order another for back-up purposes. He will wait until January to order, as cannot exceed limit on the credit card. **Motion** by John Ezzell to maintain a spare

Flow Meter on hand at all times, as others are reaching their lifetime and will also be wearing out. Seconded by John Schaffer and was unanimously approved.

News Article on Possible Changes to State Water Regulations – Bob circulated a newspaper article on the State possibly raising the Chlorine levels on Water. Bob stated Greg had been indicating this was going to happen for quite some time.

Status Review - Old Business

Energy Contract Update – Bob indicated Steve Smith with Clean Energy Design Group had been unable to obtain better pricing through combining the Village of Germantown Hills and Metamora Water District with CTPWD yet. In the interim, CTPWD discussed a separate option with Scioto Energy, for a 24-month contract, however, they did not honor their quote. Therefore, we have signed a 6-month contract with Homefield Energy, which will put us in line with the Village of Germantown Hills and Metamora contracts expiring at the same time. The cost was .05293//KWH for 6-months which was an increase of \$2,400 over the next 6 months. Steve will continue to work putting together quotes for the three agencies to be implemented in 6 months.

Billing Card Format – Approved in October meeting.

Folding Machine - John Schaffer reported the Folding Machine had arrived today. Angie had researched purchasing the most affordable credenza to place the folding machine on and was able to purchase a used one at a good price. John stated we are waiting for CUSI to provide the paper stock for the billing and hope to have the new system ready to run the new bills in January.

New Printer – Bob presented a quote from PTC Select for a Xerox B600 Black and White printer with extended warranty. After discussing with the staff, this is the one they preferred. **Motion** by John Ezzell to purchase the Xerox B600 Black and White printer with extended warranty, seconded by Kay Webber and was unanimously approved.

New Business

GPRS – John Ezzell mentioned that Ground Penetrating Radar Systems were previously very expensive (over \$150,000) but appear much more affordable than in the past. Also, there are contractors in the area that provide GPR services, including water system location with GPS systems, leak detection, as well as the ability to inspect up to 1,000 feet of the inside of water pipes. He and Greg would like to explore the possibilities and possibly have someone give a demonstration of their capabilities at a future meeting.

Five Year Capital Forecast – Margaret indicated in February she would put together a revised 5-Year Capital Forecast. Should anyone care to participate in this, she welcomes the input. From this forecast they will be able to put together a price increase for June if necessary.

The Board adjourned the regular meeting to begin the Executive Session at 8:08 pm.

Executive Session

Regular meeting called to order by Chairman Sutton after the Executive Session. **Motion** to approve Salary adjustments effective 1 January 2019 and year-end bonuses for staff by John Ezzell, seconded by

Zach Taylor and were unanimously approved.

Motion by John Ezzell to adjourn the meeting, seconded by Kay Webber and was unanimously approved. Meeting adjourned at 9:26 p.m.

Judy Burkhalter
Board Secretary

Next meeting will be January 14, 2019 @ 7:00 pm
Please call to be excused if you are unable to attend.