

MEETING
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
CATERPILLAR TRAIL PUBLIC WATER DISTRICT OF WOODFORD
COUNTY ILLINOIS ON DECEMBER 9th, 2019 AT 7:00 PM
AT 404 TEN MILE CREEK ROAD, EAST PEORIA, IL. 61611-9240

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

The meeting was called to order by Chairman Bob Sutton at 6:59 pm and declared a quorum present.

Public Comments – 2 leaks were reported.

\$91 credit for 609 Bayside
\$91 credit for 410 Apple Drive

Minutes Approval

Motion by Kay Webber, seconded by Josh Zulu to rescind the motion to pursue Proposal #1, approved at the November 11th Board meeting, because the revision of the proposals did not meet our needs, and a special Board meeting was called. Motion was unanimously approved.

Motion by Josh Zulu, seconded by Kay Webber, to approve the November 11th minutes with changes made, and was unanimously approved.

Motion by Christine Slagel, seconded by Zach Taylor to approve the November 19th minutes, and was unanimously approved.

Motion by Zach Taylor, seconded by Christine Slagel to approve the November 22nd minutes, and was unanimously approved.

Treasurer/Billing

Bills Paid – Margaret reported on the bills paid in November 2019. **Motion** to approve the bills paid in November by Zach Taylor, seconded by Josh Zulu 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 Christine Slagel, seconded by Kay Webber and was unanimously approved.

District Water Billing – 2,009 bills were sent in November totaling 9,207,610 gallons. Water billed was \$89,305.56. Loan service billed was \$10,022.50, and Penalties billed were \$1,554.13 for a total bill of \$100,882.19.

District Superintendent's Report

Usage report – Bob reported 10,243,000 gallons were pumped in November. Bacterial test was ok and the fluoride was .651. The hardness was 4.2 grains per gallon.

Bob reported a massive water leak at 511 Jubilee Ln. on December 7th. A boil order was called for a

limited number of businesses. Results should be back by Tuesday, December 10th, and if clear, boil order will be lifted.

Status Review – Old Business

Feedback on Rate Adjustment – Margaret reviewed the revised Capital and High Maintenance Items and Proposed FY2020 Rate Increase.

Bob indicated the letter to customers explaining the need for the price increase had been sent.

John and Bob had prepared talking points for customer questions. These were discussed.

Auditors – Margaret received a new 3-year contract proposal from Heinold Banwart, Ltd. for \$15,000. Bob suggested Margaret contact them and propose they should put a \$12,000 cap on, however, to use her own discretion.

The Board adjourned the regular meeting to begin the Executive Session at 8:10 pm.

Executive Session

Regular meeting called to order by Chairman Sutton after the Executive Session. **Motion** to approve Salary adjustments effective 1 January 2020 and year-end bonuses for staff by Zach Taylor, seconded by John Schaffer and were unanimously approved.

New Business

Bob, Kay and Josh will not be at the February meeting. Josh will also be absent at the January meeting.

Zach suggested discussing methodologies for expanding our coverage area at a future Board meeting.

Motion to adjourn the meeting by Zach Taylor, seconded by John Schaffer and was unanimously approved. Meeting adjourned at 8:50 pm.

Judy Burkhalter, Board Secretary

Next meeting will be January 13, 2020 at 7:00 pm.

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