

MINUTES
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE CATERPILLAR
TRAIL PUBLIC WATER DISTRICT OF WOODFORD COUNTY, ILLINOIS
ON FEBRUARY 13, 2017, AT 7:04 PM
AT 404 TEN MILE CREEK ROAD, EAST PEORIA, IL 61611-9240

Present: D. Cusac, J. Ezzell, R. Sutton, and K. Webber
Excused Absence: J. Litherland, J. Schaffer, J. Zulu
(J. Burkhalter, M. Gurbal and G. Long)

The meeting was called to order by Bob Sutton, chairman, at 7:04 pm and declared a quorum present.

Public Comments None

Minutes

Motion was made by Kay Webber to approve the January 9th minutes, seconded by John Ezzell and was unanimously approved.

Treasurer Report

Bills - Margaret provided the Board an explanation of bills paid in January. **Motion** made by Dave Cusac to approve payment of January bills, seconded by Kay Webber and was unanimously approved.

Financial Statements- Margaret provided the board an explanation of the January 2017 Balance Sheet Profit & Loss statement, and year to date Statement of Cash Flow analysis. Regarding the General Fund Checking account balance and the suggestion to pay off the smaller of the IEPA loans with this money, Margaret suggested not to pay off this loan due to the amount still owed and minimal interest we were paying on this loan. Margaret also discussed the results of her research on CD options. After discussion, the Board decided to shelve the CD option discussion until after the Capital Forecast meeting. Margaret reviewed an energy report for 2016 and 2017, detailing the usage on the Water Plant and Well #6. **Motion** made by John Ezzell to approve the Financial Statement, seconded by Dave Cusac and was unanimously approved.

District Billing Report

The secretary reported 1,993 bills were sent in January 2017 totaling 8,349,347 gallons. \$83,527.45 water billed and loan service of \$9,943.33. Penalties were \$1,277.78 for a total of \$94,748.56.

District Superintendent Report

Usage Report - Greg reported 9,872,000 gallons were pumped in the month of January. The bacterial test was fine and the Fluoride test was .714. The Hardness was 4.4 grains per gallon. Greg informed the Board on the requirements for the Bacteria, Fluoride and Hardness tests.

Status of Scada Update - Greg reported the new software was in service and operational as of Thursday, February 9th. Several issues had been resolved and new alarms programmed for the new system.

Generator Service Agreement – Greg discussed the 5 year maintenance agreement for the generator with

Altorfer, Inc. The current 5 year contract costs \$1,469/year. The new proposed 5 year agreement is \$2,134/year; however, this includes an additional battery replacement, and other additions. A 5% discount is offered if the entire 5 year agreement is paid for at one time rather than yearly. The new agreement would begin in March, 2017. **Motion** by Dave Cusac to approve the Altorfer 5 year Generator Maintenance agreement, and to pay on a yearly basis. Seconded by Kay Webber and was unanimously approved.

IEPA Survey 2017 Update – Greg reported a letter will be sent again this year, including a question to determine the interest in ACH Debit. The question will also inform the customer there will be a cost to both the Water District and the customer to perform this service. Greg will proceed with this project and report at next month's meeting.

Status Review – Old Business

Vision – Bob met with the Village office manager to discuss their vision. He offered the 2014 Comprehensive Plan from the Village for the Board's review. He then distributed the previously approved Mission for the Water District and a proposed Vision. He asked the Board to review and discussion will be held at the next meeting.

Board Member Items – Greg mentioned he will be attending a Water Conference in Effingham the week of February 20th. Greg will be entering water at the conference for a competition between Illinois water districts serving 10,000 or fewer customers. The Water District won this competition in 2010.

Bob will put together a meeting with Farnsworth to discuss the Scada project on February 27th. After this meeting, Bob, Margaret, Greg and John Ezzell will meet to discuss Capital Forecasting. They will report at next month's meeting on this discussion.

Motion made by Dave Cusac to adjourn the meeting, seconded by Kay Webber and was unanimously approved. Meeting adjourned at 8:22 pm.

Judy Burkhalter
Secretary

Next Meeting- March 13, 2017, 7:00 pm
Please call to be excused if you are unable to attend.