

MEETING
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
CATERPILLAR TRAIL PUBLIC WATER DISTRICT OF WOODFORD
COUNTY ILLINOIS ON JANUARY 8, 2018 AT 7:00 PM
AT 404 TEN MILE CREEK ROAD, EAST PEORIA, IL. 61611-9240

Present: J. Schaffer, R. Sutton, K. Webber and J. Zulu
Attendance by phone: J. Ezzell and M. Gurbal
Excused Absence: C. Slagel
Unexcused Absence: D. Cusac
(G. Long and J. Burkhalter)

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

Vote to accept phone attendance – The Board approved unanimously to allow John Ezzell to attend the meeting by phone due to illness.

Public Comments

No public comments.

Minutes Approval

John Ezzell made some recommendations for changes to the December 2017 minutes under Policy for Residential Updates. The Board reviewed the recommendations and **motion** was made by Josh Zulu to approve the December 8, 2017 minutes with the recommended changes, seconded by Kay Webber and was unanimously approved.

Treasurer Report

Policy for Residential Updates – Margaret suggested the new policy on lead service line be added to the procedures manual for future reference. The Board approved this suggestion.

Bills- Margaret provided the Board a list and explanation of bills paid in December. **Motion** made by Kay Webber to approve payment of December bills, seconded by John Schaffer and was unanimously approved.

Financials - Margaret provided the board an explanation of December's Profit & Loss statement, current Balance Sheet and year to date Cash Flow statement. **Motion** to approve the financial statements by John Ezzell, seconded by Josh Zulu and was unanimously approved.

Lisa's Replacement – Bob reported he, Kay and Margaret had met to review the resumes received for the Office Administrator position. They had narrowed the list to 4 good candidates and would be interviewing on Thursday, January 11.

District Water Billing - 2,000 bills were sent in December totaling 8,518.195 gallons. \$84,947.50 in water was billed and loan service of \$9,961.16. Penalties were \$1,547.05 for a total of \$96,455.71.

District Superintendent's Report

Usage report – Greg reported 10,379,000 gallons pumped in December. The bacterial test was fine and the Fluoride test was .687. The hardness was 4.6 grains per gallon.

IPWMAN - Greg mentioned he was seeking clarification from IPWMAN on the process to join them. He needs to confirm the Board's vote was sufficient and that it does not require an ordinance.

Tank Mixer Update – Although not on the agenda, Greg updated the Board on the tank mixers. He received a quote from Smith Ecological Systems for three tank mixers for \$34,093.60. This would include installation. Greg will get references from Smith Ecological for these tank mixers, as well as seek other bids. In addition, the Board requested Greg ask if the tank mixers quoted could be connected to our Scada system, or if an additional panel could be installed to determine the mixers were performing properly. Could they be turned on and off to save power when not needed. Greg will report back at the next meeting with results?

Approval – Woods of Germantown Development – Greg had received the plans from the Developer for the Germantown Development and approved of them. After showing the plans to the Board, discussion was held on the need for an additional well site, possibly in this subdivision. Other options were also discussed. Greg will discuss a well site option with the Developer and report back to the Board President. The Board authorized the Board President to sign the IEPA Application for Construction Permit for the Developer when he was satisfied with the plans.

Status Review – Old Business

Erosion Concern Update – John Ezzell reported Kevin Hannel and Shawn Mauer of Farnsworth presented a proposal to conduct a study of the erosion concern. The cost of the study would be \$5,000. The Board reviewed. **Motion** by Josh Zulu to approve the proposal to have Farnsworth conduct a study on the erosion concern, seconded by Kay Webber and was unanimously approved.

Insurance Update – Bob reported 1 claim had been filed for the roof of the office and shop. No results had been received yet. We are still accumulating the bills for the lightening strike and will submit once all have been received. Regarding the plant roof, the roofing contractor has inspected the roof, but we have not received any results.

Board Member Items

John Ezzell reported he had replaced the door locks on the office once again, as he had lost his keys and was concerned they could be used.

In addition, John Ezzell has received his Class C Water Operator license, after taking classes for this in the fall. John indicated he wanted a better understanding of how the plant operated.

Motion made by John Ezzell to adjourn the meeting seconded by Josh Zulu and was unanimously approved. Meeting adjourned at 9:22 pm.

Judy Burkhalter
Board Secretary

Next meeting will be February 12, 2018 @ 7:00 pm
Please call to be excused if you are unable to attend.