

MEETING
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
CATERPILLAR TRAIL PUBLIC WATER DISTRICT OF WOODFORD
COUNTY ILLINOIS ON JANUARY 13, 2020 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
Excused Absence: J. Zulu
Staff Present: M. Gurbal, and J. Burkhalter
Staff Absent: G. Long

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

Public Comments

There were no public comments.

Minutes Approval

Motion by Zach Taylor, seconded by Kay Webber to approve the December Board minutes. Motion approved with one abstention.

Treasurer/Billing

Bills Paid – Margaret reported on the bills paid in December 2019. **Motion** to approve the bills paid in December by Kay Webber, seconded by John Schaffer and was unanimously approved.

Financials - Margaret provided the Board an explanation of the December Profit & Loss statement, current Balance Sheet and Cash Flow statement. **Motion** to approve the financial statements by Christine Slagel, seconded by Zach Taylor and was unanimously approved.

District Water Billing – 2,008 bills were sent in December totaling 10,053,558 gallons. Water billed was \$94,850.71. Loan service billed was \$10,011.99, and Penalties billed were \$1,619.29 for a total bill of \$106,481.99.

District Superintendent's Report

Usage report – In Greg's absence, Bob reported 10,741,000 gallons were pumped in December. Bacterial test was ok and the fluoride was .750. The hardness was 4.0 grains per gallon.

Bob stated the boil order reported in the December Board meeting was lifted December 10th.

Status Review – Old Business

Modified Rate Structure – Bob reported Angie had received little feedback so far. She did have one customer that had a suggestion on saving money that she referred to John Schaffer.

CUSI Upgrade – The web portal was upgraded for \$1,500 which was necessary as the old module would not be supported soon. CUSI also offered a special discount for another upgrade, however, the timeframe to take advantage was short. The upgrade had previously been discussed, but due to budget restraints was moved to FY2022. In addition, added cost would probably be incurred for new hardware and IT support, all of which were not budgeted at this time. After this discussion, the Board decided to pass on this upgrade at this time.

Bob and Angie will check on Office System IT support needs. Margaret will also check on other accounting packages besides CUSI, as CUSI will require several upgrades in the future.

New Business

Check Signers – John Ezzell had asked about additional check signers, as Angie had difficulty getting some checks signed in the past. After discussion, Christine Slagel agreed to be an additional check signer for the Board.

Statement of Economic Interest – Judy distributed the questionnaires for completion. The Board completed and returned.

Board Member Items

Margaret suggested Bob Sutton, John Ezzell, she and Greg Long meet to discuss capital and maintenance items for 2021.

Motion to adjourn the meeting by Kay Webber, seconded by Zach Taylor and was unanimously approved. Meeting adjourned at 7:59 pm.

Judy Burkhalter, Board Secretary

Next meeting will be February 10, 2020 at 7:00 pm.

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