

MINUTES
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE CATERPILLAR
TRAIL PUBLIC WATER DISTRICT OF WOODFORD COUNTY, ILLINOIS
ON JULY 11, 2016, AT 7:00 PM AT
404 TEN MILE CREEK ROAD, EAST PEORIA, IL 61611-9240

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

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

Public Comments

John Ezzell visited the Board meeting tonight to see if he is interested in joining the Board.

Bob Sutton noted a customer had filed a Leak Adjustment Application for a water leak at 211 Jo Avenue, Germantown Hills. The Board will accept this request and forgive \$138 of the water bill.

Bob informed the Board that the lien filed on 408 McKenzie was paid by the new owner, due to the fact the water would not be turned back on until this was paid.

Minutes

Motion was made by Kay Webber to approve the June 13th minutes with the following changes: correct the spelling of Farnsworth, change the date at end of minutes to July 11, 2016. In addition Bob informed the Board the date of the August meeting was changed from August 22nd to August 26th. Seconded by John Litherland and was unanimously approved.

Treasurer Report

Bills - Margaret provided the board an explanation of bills paid in June. **Motion** made by Dave Cusac to approve payment of June bills, seconded by John Litherland and was unanimously approved.

Financial Statements- Margaret stated she will continue entering finances through the end of July for end of year and could not report until August.

Margaret noted the auditors would be here in September.

District billing report

The secretary reported 1,992 bills were sent in June 2016 totaling 15,497,565 gallons. \$141,069.40 water billed and loan service of \$9,924.51. Penalties were \$990.18 for a total of \$151,984.09. Margaret stated this was the highest water usage in quite some time.

District Superintendent Report

Usage Report- Greg reported 17,289,000 gallons were pumped in the month of June. The bacterial test was fine and the Fluoride test was .67. The Hardness was 3.7 grains per gallons.

Hydrant Flushing – Greg reported Ross, the summer help, was flushing the hydrants to turn water over. There are around 400 hydrants to flush, so takes some time.

Lime Lagoons - Greg informed the Board two lime lagoons are scheduled for cleaning in August.

Water Leak – Greg stated there was a water leak at 456 Town Hall Road that was repaired on June 29th, 2016. No boil order was issued.

One Page Fact Sheet – Greg had prepared the fact sheet Bob had suggested in a previous meeting regarding how the water company treats the drinking water as well as testing for lead. He distributed for the Board's review. They were impressed with this information, and made a few suggestions which Greg will implement. This will be posted to the website.

IEPA Community Water Supply Review - Bob complimented Greg on the positive report from the IEPA. They review the water supply every 3 – 5 years.

Status Review – Old Business

2017 Budget – Margaret reviewed the significant cash flow items for fiscal year 2017. **Motion** by John Litherland to approve the 2017 budget as projected, seconded by Kay Webber and was unanimously approved.

Parking Lot Resurfacing – Margaret has placed \$25,000 in the 2017 budget for resurfacing the parking lot at the office. Greg will begin getting bids for this in the fall of 2016.

Energy Contract Status – Bob reported that Steve Smith of Farnsworth will be putting together a comparison spreadsheet of options. Bob said the decision will need to be made prior to the next meeting and requested permission from the Board to review and sign a contract for the best option. **Motion** by Amy Gardner to approve Bob signing the Energy contract, preferably selecting the lowest bid unless he had concerns. Seconded by Dave Cusac and was unanimously approved.

Earthquake Insurance – Bob considered reducing our earthquake insurance from \$5 million last year to \$2 million this year. The Board felt this would be adequate.

Audit Contract – Margaret will get quotes for a 3 year contract with auditors, as our current contract will be expiring soon. She noted they have been happy with the current auditors.

New Business

CUSI to replace Illinois Epay - Margaret discussed the current programs we are using from US Bank and Epay and the inadequacies of this program. The office is currently using CUSI for billing purposes and would like to replace the current US Bank and Epay programs with CUSI's Customer Web Portal allowing the customer to pay online and see their personal account information. The Board had some questions on the pricing and asked Margaret to clarify the options. Margaret will clarify the pricing and send to the Board members prior to next month's meeting, at which time the Board will vote on whether to approve the CUSI program alternative.

Board Member Items

John Litherland asked when the lot next door would be mowed. Greg indicated soon.

Greg mentioned they had moved the dumpsters to behind the water plant.

Dave Cusac mentioned we need to get the weeds under control at the well sight.

Greg will get someone to clean the algae from the water tower tank.

Motion made by John Litherland to adjourn the meeting, seconded by Dave Cusac and was unanimously approved. Meeting adjourned 8:45 pm.

Judy Burkhalter
Secretary

Next Meeting- August 26, 2016

12:00 Tour of Water Plant

1:00 Lunch with employees

2:00 August Board Meeting

3:00 CTPWD Mission, Vision, and Strategy for the future.

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