

OFFICIAL MINUTES
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
CATERPILLAR TRAIL PUBLIC WATER DISTRICT OF WOODFORD
COUNTY ILLINOIS ON **JUNE 14th, 2021.**

TELECONFERENCE FROM HOMES PER MODIFIED ILLINOIS OPEN MEETINGS ACT
REQUIREMENTS BY GOVERNOR J. B. PRITZKER'S MARCH 6, 2020 EXECUTIVE ORDER 2020-07,
EXECUTIVE ORDER IN RESPONSE TO COVID-19 (COVID-19 EXECUTIVE ORDER NO. 5).

Present: J. Ezzell, C. Slagel, R. Sutton, K. Webber, Z. Taylor, and J. Howard
Staff Present: T. Beechler, A. Keil, G. Long
Approved Absence: J. Zulu and T. Stanley

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 of record.

Minutes Approval

No changes were suggested for the May minutes.

Motion to approve the May monthly minutes by Jason Howard, seconded by Kay Webber and the motion was unanimously approved.

Treasurer/ Billing

District Water Billing – Angie reported 2,022 bills were sent in May totaling 9,028,403 gallons. Water billed was \$112,181.59 Loan service billed was \$10,054.34, and penalties were \$1,667.37 for a total with penalties of \$123,903.30

Financial Results - Bob Sutton provided the Board an explanation of the May balance sheet, profit & loss statement, and cash flow. Current liquidity ratio is 1.7. A ratio of 1.5 or above is considered good.

Cash Flows – Net Cash inflow from operating activities is \$26,558.33. Total net cash increase for this month is \$35,574.75.

Motion to approve the financials by Zach Taylor, seconded by Jason Howard and the motion was unanimously approved.

Bills Paid – Transaction by vendor was \$171,976.92.

Motion to approve the bills paid in May by Kay Webber, seconded by John Ezzell, and the motion was unanimously approved.

IT Report – Tim Beechler gave status update on the office upgrade process: Carbonite cloud backup software + license was purchased for the three main office computers and installed. Remaining item left to be completed is local NAS based backup systems. Discussion was held on going back to in person hybrid meetings where an option for broadcasting and offering digital remote capability into the in person meeting would be an option.

Motion to go back to in person meetings with hybrid remote option by Jason Howard, seconded by Zach Taylor and was unanimously approved.

District Superintendent's Report

Usage Report – Greg reported 11,488,000 gallons pumped in May. The bacterial test was ok and the Fluoride test was .731 (target is 0.6-0.8). The hardness was 4.4 grains per gallon.

Tank Painting Project – The painting of the tanks has all been completed.

Chlorine Bulk Tank – The issues with the bulk tank have been repaired.

CO2 Delivery – The faulty compressor fan motor was replaced.

Hydrant Flushing – Flushing has resumed now that the bulk Cl tank has been repaired and is estimated to be completed in 3-4 weeks.

Tower Inspections - To be inspected September 2021. Estimated cost is \$3,700

SCADA Inspection – Bi-annual inspection of the water plant systems by Farnsworth Group was conducted on May 19th. Updates to the existing firewall were completed. SCADA operating system and Acronis backup systems passed all checks.

Ground Maintenance - White rock is yet to put around tanks and for landscaping. Ground barrier donated by painting crew to help protect tanks from ground debris damage.

Capital Spending

No capital spending items were on the agenda for discussion.

Old Business

Valley View Proposal – John Ezzell reports status review coming this Wednesday. CTWPD and Valley View both signed the design phase contract.

New homeowner by well 4 has petitioned to join CTPWD to annex into district and we are investigating two additional homeowners that have shown interest in also annexing.

New Business

Insurance - Bob Sutton reports that insurance contracts were settled at a 2.2% increase from previous year for same coverage policy due to property valuations increasing 2.8%.

Electrical Contracts – CTPWD was not able to join the remaining 1 year aggregation contract that the village has. Homefield Energy denied our request to move the large accounts to the aggregation contract. CTPWD is staying with AEP. Cost will increase \$4800 annually year for electrical supply for plant and well #6.

Last year's rate was \$.0401 per kilowatt hour which will increase to \$.04769.

ACH – Angie reports that ACH has been integrated and is currently live as an option to residential customers. A notice of using ACH will be added to the bottom portion of the monthly bills. ACH's are ran the last business day of the month and debited from customers account on the first business day of the following month. Discussion was held on charging the same NSF return fee of \$25 for both check and ACH payments.

Motion to approve NSF return fees on both check and ACH to \$25 by John Ezzell, seconded by Jason Howard and the motion was unanimously approved.

Office enhancements – John Ezzell discussed several office upgrades that were listed on the monthly agenda item. Discussion was held on the necessity and purpose for windows to be added. This to include a window in the back room office near the Treasurer's desk.

Motion to replace 3 windows + add new windows in back office for \$1,950 from Stanleys Construction by John Ezzell, Christine Slagel seconds the motion. The motion carried with a count of 5 (For) and 1- (Against) vote, by the five board members present voting yes, and one dissenting vote no by Bob Sutton.

Election of Officers 2022

A slate of officers for the new year beginning 1 July was proposed; R. Sutton (Chairman), J. Ezzell (Vice-Chairman), T. Beechler (Secretary), and T. Stanley (Treasurer), and unanimously adopted.

Board Members - There were no items brought up by board members.

Meeting Close

Motion to adjourn the meeting by Jason Howard, seconded by Kay Webber and was unanimously approved. Meeting adjourned at 8:30 pm.

Tim Beechler, Board Secretary

Next meeting will be July 12th, 2021 at 7:00 pm
Please call if you will not be able to attend.