

MEETING
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
CATERPILLAR TRAIL PUBLIC WATER DISTRICT OF WOODFORD
COUNTY ILLINOIS ON JUNE 11, 2018 AT 7:06 PM
AT 404 TEN MILE CREEK ROAD, EAST PEORIA, IL. 61611-9240

Present: J. Ezzell, J. Schaffer, C. Slagel, R. Sutton, Z. Taylor, and J. Zulu
(J. Burkhalter, G. Long, and M. Gurbal)
Excused Absence: K. Webber

The meeting was called to order by Bob Sutton at 7:06 pm and declared a quorum present.

Public Comments

A leak adjustment on 116 Michael Ct was discussed. The water usage was caused by a water powered sump pump. As indicated on the CTPWD website, water powered sump pumps can cause large water bills. It was determined the customer's water powered sump pump had been intentionally installed, performed as designed as a backup sump pump when primary pump failed, and the adjustment was denied. The Board did offer extended payment terms on the existing balance to the customer. John Schaffer volunteered to work on clarifying the wording on "mechanical failures" of our policy and to make suggestions at our next Board meeting. Bob Sutton was also going to discuss clarification of our recommendation to disconnect water powered sump pumps on the CTPWD website.

Minutes Approval

Motion by John Schaffer to approve the May Board meeting minutes, seconded by John Ezzell and was unanimously approved.

Treasurer Report

Bills- Margaret provided a list and explanation of bills paid in May. **Motion** to approve bills paid in May by John Schaffer, seconded by Christine Slagel and was unanimously approved.

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

Preliminary Budget – Margaret presented her revised preliminary budget for FY2019. She asked the Board to review and have any changes to her by Friday, June 15.

District Water Billing - 2,006 bills were sent in May totaling 10,142,951 gallons. \$97,415.57 in water was billed and loan service of \$10,052.32. Penalties were \$936.03 for a total of \$108,403.92.

District Superintendent's Report

Usage report – Greg reported 13,317,000 gallons pumped in May. The bacterial test was fine and the Fluoride test was .733. The hardness was 4.6 grains per gallon.

Part Time Summer Help – Greg was happy to report Ross Stanley was available again this year to work

during the summer. He started working Monday, June 4th at \$10.00 hour.

Tank Mixer Permit/Installation – Greg reported that Koener Electric, Inc. agreed to the \$25,500 to run power and 4th wire for Mixers and SCADA control interface to the high and low towers and the ground storage tank. Greg stated the EPA is requiring a construction permit for the Tank Mixers. He sent the request and is ready to begin installing the Tank Mixers as soon as the permit is received. John Schaffer asked if the conduits don't work, whether Greg would consider boring or trenching under the driveway, as well as the cost for this. He was also curious about the cost for Farnsworth to reprogram SCADA. Greg will check into these.

Well #6 – Greg reported the fence had been repaired and he had submitted the bills to the driver's insurance company.

Dave Lehman – Greg reported the Water District has been attempting to gain access to repair the water meter at 404 Currant Drive since 2016. After numerous calls to Mr. Lehman, they have had no success. The Board suggested leaving a letter at both sides of the duplex, as well as sending to Mr. Donald Phillips, the owner of the duplex, indicating the water will be shut off on a certain date unless the Water District can access 404 Currant Drive to replace the water meter.

Status Review - Old Business

Insurance Claim Update – Bob reported the insurance has paid \$15,324 for the shop and office roofs so far. \$2,375 is left to pay, we are uncertain how much the Water District will owe at this time.

Warranty Update – Plant Roof – New roof materials staged on Plant roof, installation to begin Tuesday June 12th.

Erosion Concern – On May 17, 2018, CTPWD and Farnsworth personnel met with a neighbor to discuss the erosion situation into his pond. The data indicated while some erosion/siltation occurred from CTPWD property, significantly more erosion occurred from natural rain/precipitation over the much larger total watershed drainage area to the pond. The neighbor was impressed with the professional analysis. He also informed everyone that he has found a use for the dredged silt. CTPWD will continue to meter the discharge flow, as well as contact local contractors to request clean broken concrete to construct erosion dams or weirs in our portion of the ravine to further slow erosion. In addition, we will request an informal quote from our lime settlement pond contractor to clear a path to the ravine

New Business

Alternatives for Bill Printing – John Schaffer met with Angie Keil, Office Manager, to discuss other options for the monthly water bills. Angie had researched the cost for purchasing a folding and envelope stuffing machine, the cost to design and print 8 ½ x 11 bills, and delivery and installation. John reviewed the pros and cons to changing our billing process. He will discuss with Angie the costs of new machines versus rebuilt machines, etc. and report at next month's meeting.

I-Pay Solutions – Angie will continue to research I-Pay. John Schaffer will meet with her and discuss at next month's meeting.

Board Member Items

John Ezzell noted that in his continued learning of Greg and Ryan's responsibilities, he learned that our Operators field "JULIE" Utility Locating calls, often several requests in a week, to go out and mark water lines for properties; is very interruptive to other planned work and time consuming.

In addition, Greg continues to collect 40 samples of water from specific homes for lead and copper two times a year to insure their water meets requirements. This requires the homeowners to follow specific instructions, and several homeowners find this quite irritating. To improve Customer cooperation and response, John suggested providing the 40 homeowners with a \$10 Visa card when results for these collected water samples are in. John will request legal review and discuss at the next Board meeting.

John Ezzell asked if there might be a resource that could help with the GPS mapping. Possibly checking to see if Scott Frederick, our part time technician, might be interested in taking a vacation week and working at the plant, while Greg and Ryan concentrate on completing the GPS mapping. This is just a possibility for Greg to consider.

Adjourn

Motion by John Ezzell to adjourn the meeting, seconded by Christine Slagel and was unanimously approved. Meeting was adjourned at 10:10 pm.

Judy Burkhalter
Board Secretary

Next meeting will be July 9th, 2018 @ 7:00 pm
Please call to be excused if you are unable to attend.