

MEETING
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
CATERPILLAR TRAIL PUBLIC WATER DISTRICT OF WOODFORD
COUNTY ILLINOIS ON MARCH 9, 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, K. Webber and J. Zulu

Excused Absence: Z. Taylor

Staff Present: G. Long, M. Gurbal and J. Burkhalter

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

Two changes were requested,

1. Under Well 4 Tree Removal, there were 2 dead trees next to our property, threatening our fence.
2. Under Administration Computer Breakdown, add “which delayed reading a few days.”

As there was not a quorum present from last month’s meeting, we were unable to approve the minutes at this meeting. Motion to approve will be made at the next meeting.

Treasurer/Billing

Bills Paid – Margaret reviewed the bills paid in February. **Motion** to approve the February bills paid by Josh Zulu, seconded by Kay Webber and was unanimously approved.

Financials – Margaret provided the Board an explanation of the January and February Profit & Loss statement, January and February Balance Sheet and current Cash Flow statement. **Motion** to approve the financial statements by Kay Webber, seconded by Christine Slagel and was unanimously approved.

District Water Billing – 2,011 bills were sent in February totaling 7,631,317 gallons. Water billed was \$97,242.12. Loan service billed was \$10,032.00, and Penalties billed were \$1,942.58 for a total bill of \$109,216.70.

District Superintendent’s Report

Usage report – Greg reported 9,469,000 gallons were pumped in February. Bacterial test was ok and the fluoride was .716. The hardness was 4.3 grains per gallon.

Greg mentioned a water leak at 1295 Lourdes Road was repaired on February 27th, with no boil advisory issued.

The trees at Well 4 were cut down on March 6th.

Status Review – Old Business

Water Rate Adjustment – January/February – Bob stated Angie was able to respond to any questions our customers had on the rate adjustment, without needing to refer to Board members.

New Business

Information Systems – Upgrades Office/Plant - Bob suggested John Schaffer, Margaret, and Angie discuss objectives for the office systems at the next Meeting. They indicated they will discuss this week to prepare for the next meeting. As for the plant systems objectives, John Ezzell and Greg will create those and discuss in April.

Special Board Meeting – March 24th – A special meeting may be called to discuss and choose a vendor for the bids submitted for the painting and mold treatment project.

Procedures – Margaret distributed and discussed two revised procedures.

1. Procedure No. 20.3 Billing Policies.

A question on the next price increase effective date was raised. Bob and Margaret will review the Ordinance and the minutes from that meeting and discuss at the next meeting.

2. Procedure No. 11.04 Bank Accounts.

Margaret informed the Board that Christine Slagel had been added as a signatory to the CEFCU accounts.

Board Member Items

John Schaffer asked anyone with suggestions or ideas for the office system upgrade email him or Margaret.

Greg suggested consolidating the two meetings to discuss both the office and plant system upgrades. John Ezzell, John Schaffer, Greg Long, Margaret Gurbal and Angie will meet to discuss the upgrades to the systems.

Greg stated after attending the Illinois Rural Water Association Conference in February, the EPA is tightening the rules. He will now be required to develop a Nitrification Action Plan, review ongoing Lead and Copper sample sites, conduct a Service Line Inventory to the best of our ability, and review and update our Vulnerability Assessment and Emergency Action Plan.

Christine had asked about the health insurance costs of the government plan. Bob Sutton asked Christine and Greg to get together to discuss health insurance costs considering whether we should investigate a different approach. Bob checked with the Village and found they are using United Health Care.

Margaret Gurbal has submitted her resignation as treasurer effective April 15th, 2020. Margaret will put together an ad and send to Kay Webber to review and post. Bob suggested a going away party with spouses. He will formulate a plan and inform everyone soon.

Motion to adjourn the meeting by John Ezzell, seconded by Kay Webber and was unanimously approved. Meeting adjourned at 8:46 pm.

Judy Burkhalter, Board Secretary

Next meeting will be April 13, 2020 at 7:00 pm.
Please call to be excused if you are unable to attend.