

MEETING
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
CATERPILLAR TRAIL PUBLIC WATER DISTRICT OF WOODFORD
COUNTY ILLINOIS ON MAY 14, 2018 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
Unexcused Absence: Z. Taylor
Guests: Jonathan Heiple and Kevin Hannel
(J. Burkhalter, G. Long, and M. Gurbal [by phone])

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

Public Comments

A leak adjustment on 336 Maple Leaf Lane, was approved by the Board Chairman for \$226.58.

Minutes Approval

Motion by Kay Webber to approve the April Board meeting minutes, seconded by John Schaffer and was unanimously approved.

Treasurer Report

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

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

Capital Asset Review – Margaret reviewed the last six years of actual capital purchases and the current capital asset register. \$7,946.69 of obsolete or removed assets with remaining depreciated value will be written off.

Capital Plan – 5 Year – Margaret discussed the next five-year capital forecast, asking the Board to review and give input. She suggested holding the Capital meeting every three to six months instead of yearly. For 2019 under plant roof replacement, a change was made from \$41,000.00 to \$40,000.00. When looking at Future Growth and Service Areas, a suggestion was made to research auto line flushers to aid residual chlorine control. First though, we will determine how the tank mixers, soon to be installed, improve residual chlorine levels in the system.

District Water Billing - 2,001 bills were sent in April totaling 8,413,646 gallons. \$83,946.83 in water was billed and loan service of \$9,967.67. Penalties were \$1,051.91 for a total of \$94,966.41.

District Superintendent's Report

Usage report – Greg reported 10,196,000 gallons pumped in April. The bacterial test was fine and the Fluoride test was .757. The hardness was 4.4 grains per gallon.

Tank Mixers, Installation Quote and Scada Interface – The 3 tank mixers had been ordered with standard controls. The mixers were received, but with control boxes with SCADA (FYI: stands for Supervisory Control and Data Acquisition system) interfaces, which were not requested. As noted in last month's minutes, Greg contacted Koener Electric, Inc. about the installation costs for the mixers and did receive a quote from them. The installation for the 3 tank mixers was \$7,487.00, and the cost to provide power for all 3 would be \$16,863.00. The Board discussed whether to keep the SCADA interface control boxes, and if they were kept, the cost for additional wiring from the SCADA interface control boxes to the Plant Controls would be needed. Greg will contact Koener on the additional SCADA connection wiring cost immediately, and if acceptable, then Farnsworth for IT support to interface the controls with our SCADA system. **Motion** by Josh Zulu to approve Koener's quote to run power and 4th wire for Mixers and SCADA control interface to the high and low towers and the ground storage tank not to exceed \$25,500. Seconded by John Ezzell and was unanimously approved.

Motion to purchase the SCADA interface control boxes for \$3,900 rather than returning them by John Ezzell, seconded by Kay Webber. Motion passed with 4 yeas and 1 opposed.

Part Time Summer Help – Greg indicated he will begin looking for summer time help. He has been able to accomplish this in the past by word-of-mouth, rather than putting an ad in the paper.

Well #6 Fence Damage – Greg reported a truck had smashed through the fence at Well #6 causing approximately \$2,800.00 in damage. The driver's insurance company, Westfield Insurance Co. had indicated they will cover the cost of the damage.

Status Review - Old Business

Germantown Hills new subdivisions – Discussion by the Board on the annexation of the "Woods of Germantown Hills" subdivision determined the subdivision should prepare their own annexation. Greg will meet with the Construction Company to inform them that their attorney should do the annexation rather than our attorney. Jonathan indicated he also heard about a few lots on Parkway Drive that may need to be annexed in the future.

Insurance Update/Warranty Claims – Bob reported the shop and office roofs had been replaced. The contractor noted some siding and repair of garage door needed to be considered. Quotes were given, and invoices will need to be submitted with a request that depreciation be released.

John Ezzell reported on the plant roof. Western Specialty Contractors have submitted a proposal to completely re-roof the plant building for a price of \$81,000.00. Carlisle Construction Materials will provide on behalf of CTPWD: \$41,010.00 of the contract price. Caterpillar Trail Public Water District would be responsible for \$40,000.00 of the contract price, following receipt of invoices. John will deliver the signed contract this week.

Bob reported the Assurance insurance contract expires June 1, 2018. He reviewed the new package proposal costing approximately \$31,000.00. **Motion** to approve the insurance policy starting June 1, 2018 for 1 year by Christine Slagel, seconded by Kay Webber and was unanimously approved.

Energy Contract Update – Bob indicated he is working with Steve Smith of Clean Energy Design to consider several companies, and possibly combining CTPWD and Germantown Hills Village usage to

get better pricing. Steve will consider the following companies: Homefield Energy, Agera Energy, AEP, Constellation Energy, Mid America and Direct Energy. Results to be discussed in the July meeting.

Erosion Concern – John Ezzell and Kevin Hannel reported on the results of the survey conducted over the last several months on the erosion concern. Recommendations were discussed, including the placement of rip rap materials. John Ezzell will set up a meeting to review the results of the study this week, inviting Bob Sutton, Greg Long, Reed Stuedemann and Kevin Hannel.

New Business

Election of Officer – Per Open Meetings Act – **Motion** by Kay Webber to nominate Bob Sutton as Chairman, John Ezzell as Vice-Chairman, Margaret Gurbal as Treasurer and Judy Burkhalter as Board Secretary, seconded by John Schaffer and was unanimously approved.

Motion by John Schaffer that the stipend for the Chairman remain at \$425 a month (this includes the 5% for 401k), and the addition of a stipend of \$200 for Vice Chairman (plus 5% for 401k). This was seconded by Kay Webber and unanimously approved.

Board Member Items

Kay stated she would not be at the June meeting as she will be out of town

John Schaffer indicated he would like to discuss the size and format of the mailed out customer water bills at the next meeting and explore possible phased improvements.

Motion made by Christine Slagel, seconded by Josh Zulu to adjourn the meeting and was unanimously approved. Meeting adjourned at 10:15 pm

Judy Burkhalter
Board Secretary

Next meeting will be June 11th, 2018 @ 7:00 pm
Please call to be excused if you are unable to attend.