

MEETING
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
CATERPILLAR TRAIL PUBLIC WATER DISTRICT OF WOODFORD
COUNTY ILLINOIS ON NOVEMBER 11th, 2019 AT 7:00 PM
AT 404 TEN MILE CREEK ROAD, EAST PEORIA, IL. 61611-9240

Present: J. Ezzell, J. Schaffer, C. Slagel, R. Sutton, Z. Taylor, K. Webber and J. Zulu,
Staff Present: G. Long
Staff Present by Phone: M. Gurbal and J. Burkhalter

The meeting was called to order by Chairman Bob Sutton at 7:04 pm and declared a quorum present.

Public Comments – No comments

Minutes Approval

Motion to approve the October 2019 Board minutes by John Schaffer, seconded by John Ezzell and was unanimously approved.

Treasurer/Billing

Bills Paid – Margaret reported on the bills paid in October 2019. **Motion** to approve the bills paid in October by Kay Webber, seconded by Zach Taylor and was unanimously approved.

Financials – No Financials to report this month.

District Water Billing – 2,012 bills were sent in October totaling 8,698.710 gallons. Water billed was \$86,336. Loan service billed was \$10,006, and Penalties billed were \$1,626., for a total bill of \$97,968.

FY 2019 Audit

Margaret reported they did not find anything of significance. She stated they mentioned we still did not have a value for the water mains and fire hydrants we had inherited that are still in use. She indicated there was not much we could do about this. Bob said it was a very positive report. Margaret stated this was the last year of a 3-year contract with Heinold Banwart, Ltd. She has asked them to submit another 3-year contract. This year the auditors were only here 1 ½ days, which is the shortest length of time so far.

District Superintendent's Report

Usage report – Greg reported 11,480,000 gallons were pumped in October. Bacterial test was ok and the fluoride was .686. The hardness was 4.3 grains per gallon.

Greg reported the Water Plant had been sealed, caulked and the Portico painted as of October 18th. He also stated the hydrant flushing was completed.

There was a water leak at 273 Far Hills Dr. which was repaired October 31st with no need for a boil order.

Status Review – Old Business

FY 2020 Water Rate Discussion – Bob indicated he, Greg, John Ezzell and Margaret reviewed the

capital and high maintenance items, trying to give the lowest rate increase possible. In an effort to decrease expenses in 2020 they will replace 3 hydrants instead of 4.

They also moved the following to 2021:

- industrial dehumidifiers for the plant
- CUSI updates and possible office computers
- Plant Computer for firewall and SCADA security
- decreasing the Capital Contingencies from \$20,000 to \$10,000.
- Clean 2 lime pools in 2021 (only 1 to be cleaned in 2020)

Total reductions for 2020 was \$54,000.

For 2021, the Board will review the Capital and High Maintenance items again. With the changes made in the 2020 forecast, \$17,200 was added.

Greg reported he was able to teardown a fire hydrant to see if they could get replacement parts. The fire hydrant representative indicated they could which could save several thousand dollars for each one they can repair instead of replace. Another possible savings would be to patch the lime silo instead of painting it entirely. These are just possibilities they are looking at.

Greg and John Ezzell looked at water costs with other local area water systems and passed out a chart on this.

Margaret reviewed two proposals for price increases to be effective in January 2020. These were discussed in great detail. She suggested we go with Proposal #1 and Use Proposal #2 for Fiscal year 2021.

Bob distributed a letter he prepared to be sent in November with the bills, explaining the reason and need for a cost increase. The Board reviewed making minor suggestions.

Motion to pursue Margaret's Proposal #1 with one exception, using Proposal #2's minimum of 1,000 gallons per month instead of 2,000, effective with January 2020 billing. The next rate increase to be effective January 2022 by John Schaffer, seconded by Josh Zulu and was approved with 6 Yeas and 1 abstention (John Ezzell). (Margaret will revise the Proposals as discussed and Bob and John Ezzell will review. They will send an email to the Board of the revised proposal and letter for their review, or a Special Board Meeting will be called.)

Bob suggested Greg put together a chart to be posted in the office for our customers, with the new rates and the comparison rates of other water companies he prepared for tonight's meeting.,

Phoenix Invoice Status – Zach stated they had received from Phoenix a partial payment of \$232.59 of a \$1,200 charge. He contacted them about the remainder of the bill and will continue to follow-up within the next week

Farnsworth Engineering Estimates – Bob reminded the Board of the SCADA issues we had previously and of the meeting with Farnsworth to discuss the issues and costs. They had agreed to fix the issue at no additional cost and give us an additional credit for past expenditures of \$8,100. They were able to fix SCADA, and some additional issues costing \$5,600 were applied against our \$8,100 credit, leaving us with \$2,500 credit.

He indicated additional costs still expected would be for the tank mixers and controls, wiring, etc. Farnsworth also gave us an estimated cost for VPN and Firewall protection of \$1,500 and we decided to go with this.

Another quote for Polymer for \$15,000 was delayed until FY2021.

New Business

Bob asked the Board for any comments they may have on the staff prior to the December meeting, as he will be conducting performance reviews in December.

Motion to adjourn the meeting by Zach Taylor, seconded by Kay Webber and was unanimously approved. Meeting adjourned at about 9:01 pm.

Judy Burkhalter, Board Secretary

Next meeting will be December 9, 2019 at 7:00 pm.

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