

MEETING
OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
CATERPILLAR TRAIL PUBLIC WATER DISTRICT OF WOODFORD
COUNTY ILLINOIS ON NOVEMBER 13, 2017 AT 7:00 PM
AT 404 TEN MILE CREEK ROAD, EAST PEORIA, IL. 61611-9240

Present: D. Cusac, J. Ezzell, J. Schaffer, C. Slagel, R. Sutton, K. Webber and J. Zulu
(G. Long, M. Gurbal and J. Burkhalter)

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

Leak Adjustments – Bob reported on four leak adjustment requests this past month. All were approved.

Public Comments

No public comments.

Minutes Approval

Motion was made by Dave Cusac to approve the October 9th, 2017 minutes, seconded by Kay Webber and was unanimously approved.

Treasurer Report

Bills- Margaret provided the Board a list and explanation of bills paid in October. **Motion** made by John Schaffer to approve payment of October bills, seconded by Josh Zulu and was unanimously approved.

Financials - Margaret provided the board an explanation of October's Profit & Loss statement, current Balance Sheet and year to date Cash Flow statement. Regarding her research for options for the CEFCU General Fund Checking account she reported that CEFCU does not provide a Cash Sweep account moving cash to other banks. After researching several banks, she suggested moving \$100,000.00 to Goodfield State Bank. **Motion** to approve Margaret moving \$100,000 from CEFCU to Goodfield State Bank by Dave Cusac, seconded by John Schaffer and was unanimously approved.

On the Profit & Lost Statement Margaret pointed out the Chemicals in Operating Supplies where higher than budgeted. She will check to find out which chemicals were higher and report back next month. Furthermore, she reported she had canceled the Office Bond in the amount of \$526.00, as the new insurance covers office workers for \$100,000 per person. **Motion** to approve the financial statements by John Ezzell, seconded by Josh Zulu and was unanimously approved.

District Water Billing - 2,000 bills were sent in October totaling 8,292,178 gallons. \$84,190.10 in water was billed and loan service of \$9,949.50. Penalties were \$1,581.84 for a total of \$95,721.44.

Judy asked the Board if they would prefer electronic minutes rather than sending paper copies. They approved of electronic minutes, if the word "Draft" was added until the minutes were approved.

Audit Report – Margaret distributed the official copy of the Auditor's report to the Board. Results of the audit were very positive with the auditors completing the audit in only two days.

Legal – Jonathan Heiple

Annexation – Jonathan reported he had filed a petition to the Circuit Court on October 30th to annex 411 Schmidt Lane, Germantown Hills, IL. The property is owned by Francisco Alanis, Jr, and Carolyn M. Alanis. This ordinance was signed by Judge Feeney, Judge of the 11th District Circuit and is ready for the Water District's approval. **Motion** to approve the Ordinance to add 411 Schmidt Lane, Germantown Hills, IL to Caterpillar's Public Water District by John Schaffer, seconded by Dave Cusac and was unanimously approved.

District Superintendent's Report

Usage report – Greg reported 11,613,000 gallons pumped in October. The bacterial test was fine and the Fluoride test was .749. The hardness was 4.9 grains per gallon.

Germantown Hills Plan – Nothing to report at this time.

Although not on the agenda, Greg stated he believes we should purchase a tank mixer for not only the ground storage but also the water towers. The Board suggested waiting until the Farnsworth report before proceeding with the purchase for the water towers.

IPWMAN – Greg informed the Board about IPWMAN (Illinois Public Works Mutual Aid Network) membership. For the cost of \$100/year, the membership provides a network of community contacts to support the community in an emergency. Discussion was held including a question regarding whether volunteers from other communities are covered by their own agency's insurance or would we be responsible. **Motion** by Dave Cusac to join IPWMAN, pending the qualifying insurance question is addressed. Seconded by Josh Zulu and was unanimously approved.

Illinois EPA Stance on Lead and Copper Testing Results – Greg indicated he now needs to collect water quality samples checking for alkalinity and lead content. A Corrosion Control Treatment Program must be submitted by the end of March. In 2018 he will need to collect 40 samples twice, once between January and June and once between July and December.

Status Review – Old Business

Erosion Issue Review – John Ezzell / Jonathon Heiple – Jonathan Heiple, John Ezzell, Bob Sutton and Greg Long met on Friday, November 3rd to view and discuss the erosion concern. Investigations into possible legal and technical concerns are ongoing, and further discussions will be forthcoming.

Policy for Residential Updates – Greg Long and John Schaffer - After discussing with Jonathan Heiple Greg and John confirmed a policy was sufficient and an ordinance would not be necessary. The Board discussed, and John Schaffer and Greg Long will put together a Policy to be discussed at next month's meeting.

New Business

Insurance Claims – Bob indicated the shop and office had hail damage. They are getting estimates. Bob will give a report to the insurance agent.

Board Member Items

Bob indicated he will be conducting performance reviews in December and discuss results in the

December Board meeting. He also asked Greg about the October Minutes. A correction will be entered under Additional Lead and Copper Testing Required, indicating on the 2nd sample gathering 30 samples were taken instead of 20. Also, there was still 1 sample high in lead.

Dave Cusac suggested working on a safety strategy, which would ensure we are using the best equipment, best practices, etc. Security should also be included in this strategy.

Bob reported 1,282 IEPA surveys have been returned. Included in the IEPA Survey was an additional question regarding customers' desire for Auto Payment: to date we have received 401 yes, willing to utilize an Auto Payment option, and 616 customers declining the option.

Motion made by Dave Cusac to adjourn the meeting seconded by John Ezzell and was unanimously approved. Meeting adjourned at 9:43 pm.

Judy Burkhalter
Board Secretary

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