

MEETING MINUTES
REGULAR MEETING of the BOARD OF TRUSTEES of the
CATERPILLAR TRAIL PUBLIC WATER DISTRICT of WOODFORD
COUNTY ILLINOIS on January 8, 2024 at 7:00 PM, via GoTo and at
404 TEN MILE CREEK ROAD, EAST PEORIA, IL 61611-9240

CALL TO ORDER

Chairman Sutton called the meeting to order at 7:03pm, noting a Quorum was present.

ROLL CALL / ATTENDEES

Physically present – Bob Sutton, John Bellisario, Patti Pitcher, Christine Slagel, Tiffany Stanley, Zach Taylor, Kay Webber, Josh Zulu

via Teleconference – Jason Howard, Greg Long

ANNOUNCEMENTS

Jason noticed on the CTPWD website the Board meeting dates for 2024 are off by a day.

APPROVAL OF MINUTES

Christine Slagel moved to approve the December 11, 2023, Minutes; seconded by Josh Zulu.

Motion passed unanimously.

PUBLIC COMMENTS

None.

LEAK ADJUSTMENT(S)

A leak resulting in over 54K gallons of water usage at 903 Highland Court was caused by a broken toilet float and dysfunctional flapper valves. Chairman Sutton authorized a \$376.98 credit. No objections.

DISTRICT BILLING REPORT

Patti reported a total of 2,034 bills with a read date of December 27, 2023, were sent totaling 8,643,579 gallons. Water billed was \$115,037.89. Loan service billed was \$10,163.17 and penalties billed were \$2,180.01, for a grand total billing of \$127,381.01 for the month of December.

FINANCIAL REPORTS

TRANSACTION LIST BY VENDORS / BILLS PAID

Tiffany explained the \$10,955.54 expenditure for the high-service impeller replacement doesn't include labor costs. Greg purchased the materials already since there was only a 30-day price guarantee.

No objections regarding the December expenses totaling \$447,556.34, including an IEPA loan payment.

Kay Webber moved to approve the bills paid in December; seconded by Zach Taylor.

Motion passed unanimously.

BALANCE SHEET / PROFIT & LOSS / CASH FLOW

The C/R for December was 1.11.

Net Income for December was \$22,234.26. Cash flow balance at the end of December was \$531,622.20.

Christine Slagel moved to approve the financial reports as presented; seconded by John Bellisario.

Motion passed unanimously.

DISTRICT SUPERINTENDENT'S REPORTS

USAGE REPORT

Greg reported 10,767,000 gallons were pumped in December. The Bacterial test was good and the average fluoride level was .701 (target 0.6-0.8). Hardness was 3.8 grains per gallon during December.

VALLEY VIEW PROJECT

The Valley View IEPA loan was modified from 20 years to 30 years for \$707,000 including construction engineering costs with a \$348,000 loan forgiveness. All paperwork is complete and awaiting signatures in Springfield before work can begin.

LIGHTNING STRIKE / INSURANCE CLAIM UPDATE

CTPWD placed a call to Matt Gardner, our Cincinnati Insurance representative, earlier today regarding the interim \$52K reimbursement payment. Hopefully a payment will be received prior to next month's meeting.

SOLAR ARRAY STATUS

We're currently in a holding pattern. The Illinois Shine Program requires construction to begin by late March 2024 but also allows for a 6-month grace period – end of September – by which the system must be installed and operational.

OLD BUSINESS

PART-TIME EMPLOYEE

Board members were given a draft copy of the Assistant Administrator job posting (in meeting packet) to review. No objections. It will be printed on letterhead then posted online through ZIP Recruiter ADP, a free service, as well as local businesses, including Metamora High School.

NEW BUSINESS

Chairman Sutton is in the process of completing paperwork to renew CTPWD's Tax-exempt status. Since each well is considered a parcel, the CTPWD tally is now eight (8) parcels.

BOARD MEMBER ITEMS

None.

ADJOURNMENT

Zach Taylor moved to adjourn the regular meeting at 7:33pm; seconded by Kay Webber.

Motion passed unanimously.

NEXT MEETING

Monday, February 12, 2024, at 7:00pm. Please call to be excused if you're unable to attend.

P. Pitcher
Board Secretary