

MEETING MINUTES  
REGULAR MEETING of the BOARD OF TRUSTEES of the  
CATERPILLAR TRAIL PUBLIC WATER DISTRICT of WOODFORD  
COUNTY ILLINOIS on May 13, 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, Jason Howard, Patti Pitcher, Tiffany Stanley, Kay Webber, Josh Zulu

via Teleconference – Angie Keil, Greg Long

Excused – Zach Taylor

Unexcused – Christine Slagel

Guest – Atty. Jonathan Heiple

**ANNOUNCEMENTS**

None.

**APPROVAL OF MINUTES**

Josh Zulu moved to approve the April 8, 2024, Minutes; seconded by John Bellisario.

Motion passed unanimously.

**PUBLIC COMMENTS**

None.

**LEAK ADJUSTMENT(S)**

None.

**DISTRICT BILLING REPORT**

Patti reported a total of 2,035 bills with a read date of April 24, 2024, were sent totaling 8,485,243 gallons. Water billed was \$116,806.87. Loan service billed was \$10,146.83 and penalties billed were \$2,052.86, for a grand total billing of \$129,006.56 for the month of April.

**FINANCIAL REPORTS**

**TRANSACTION LIST BY VENDORS / BILLS PAID**

Tiffany explained the Armature Motor & Pump Co. line item is for labor costs only to rebuild the High-Service Pump since parts were purchased previously. Otherwise, no unusual expenses for April.

No objections regarding the April expenses totaling \$129,624.28.

Kay Webber moved to approve the bills paid in April; seconded by Josh Zulu.

Motion passed unanimously.

### **BALANCE SHEET / PROFIT & LOSS / CASH FLOW**

The C/R for April was 1.43.

Net Income for April was \$19,109.70. Cash flow balance at the end of April was \$776,272.65.

Angie contacted CEFCU after she and Tiffany noted an increase in service charges. It was determined CEFCU posted another customer's service charges to CTPWD's account in error which have since been corrected.

Greg needs to verify with contractor the status and estimated completion date of the Ameren substation project (near Thornton's) in order to provide Angie with the billing data for their bulk water usage.

Jason Howard moved to approve financial reports as presented; seconded by John Bellisario.

Motion passed unanimously.

### **DISTRICT SUPERINTENDENT'S REPORTS**

#### **USAGE REPORT**

Greg reported 10,428,000 gallons were pumped in April. The Bacterial test was good and the average fluoride level was .747 (target 0.6-0.8). Hardness was 4.1 grains per gallon during April.

Lightning "clean-up" continues. Fire/Entry system was replaced last week. The valve actuator fuse has been sourced and is on order.

Alternative CO2 equipment has also been sourced and may work for our system, which Farnsworth is verifying for compatibility.

Brief discussion regarding the grounding of the water tower. Options include a grounding field and either installing a rod on top of the tower or welding copper onto the structure. Greg will seek proposals.

Josh and Greg walked the site to ensure CEDG access for anticipated material delivery and staging, noting 6- to 8-ft. high fencing is still needed to secure the area which is part of CEDG's contract. Josh sent a courtesy email, including the Ordinance requirements, to Steve and left him a voicemail but hasn't heard back yet.

Hydrant flushing will commence in late May.

IEPA inspection occurred on April 2<sup>nd</sup>. No violations indicated but did receive two "deficiencies," one of which Greg is appealing. (1) Chemical containment; CTPWD was permitted and operating prior to the new July 2019 law and, therefore, is "grandfathered in." Currently, the 450 lb. barrel is lifted on/off the scale with a dollie. If required to comply with the 2019 law, containment for all three tanks would cost \$2,200 each and presents handling difficulties. Greg's waiting for a call back. (2) Bacti plan will be revised to meet new IEPA requirements.

Chairman Sutton thanked Greg for his actions in correcting a malfunction on a recent Sunday when he arrived to start the plant and the computer monitors weren't functioning. He contacted the I/T Tech. at Farnsworth who immediately began troubleshooting with Greg and they discovered a failed UPS which was then bypassed. A new one has been ordered (\$2,500) and should arrive by late May.

## **VALLEY VIEW PROJECT**

Valley View has been connected to CTPWD's system, just waiting on the PRV (Pressure Reducing Valve) installation expected by late May. IEPA will need pressure and bacti test samples before the Operator's permit application can be submitted. Once submitted, IEPA will have a 30-day window in which to review/approve.

Greg noted the Corrosion Study issue (mentioned last month) still hasn't been resolved but will need to be addressed along with the permit application.

Brief discussion regarding whether or not backflow (RPZ) valves were installed. It's Greg's understanding the RPZ valves are for above-ground installation only. As such, IEPA approved all the plans so he's relying on their expertise to have ensured those details were covered.

Atty. Heiple drafted the Line Lease mentioned previously. The annual \$1.00 lease (plus maintenance) will expire at the end of the 30-year contract, transferring ownership to CTPWD. Chairman Sutton will review the Lease with Tony Hahn and secure his signature for final Board approval at the June meeting.

## **SOLAR ARRAY STATUS**

Chairman Sutton has reminded Steve Smith (CEDG) he wants to do a site visit and meet with the respective representatives at their Dunlap School District, DeKalb County and/or Champaign, Illinois, projects.

Once the June 30<sup>th</sup> construction date is solidified, Chairman Sutton will schedule the Homeowner's meeting for early June. (Location: Illinois Prairie District Library Conference Room of the Germantown Hills Branch.) No objections.

## **OLD BUSINESS**

Chairman Sutton confirmed the disability insurance will cover mental health but is still waiting on clarification of the waiting period discrepancies for the fulltime employees' coverage as discussed last month.

## **NEW BUSINESS**

Chairman Sutton recently signed a one-month contract with Homefield Energy for 6.5¢/kWh (.2¢/kWh less than previous contract). He'll continue to extend month-to-month until CTPWD's solar array is operational.

Greg will obtain the Deed or Parcel I.D. from Germantown Hills School District in order for Atty. Heiple to draft and file an Easement with Woodford County Courthouse for documentation purposes. Three provisions to which the school district has verbally agreed are: (a) 20-foot wide easement along the entire water line; (b) a 30-foot wide easement in areas where the water line is six (6) feet deep or more; and (c) all finish grading and re-seeding after any CTPWD repair work will be the school district's responsibility.

## **BOARD MEMBER ITEMS**

Patti will be out of town for the June 10<sup>th</sup> meeting.

## **ADJOURNMENT**

Jason Howard moved to adjourn the regular meeting at 8:13pm; seconded by John Bellisario.

Motion passed unanimously.

## **NEXT MEETING**

Monday, June 10, 2024, at 7:00pm. Please call to be excused if you're unable to attend.

*P. Pitcher*  
*Board Secretary*