

MEETING MINUTES
REGULAR MEETING of the BOARD OF TRUSTEES of the
CATERPILLAR TRAIL PUBLIC WATER DISTRICT of WOODFORD
COUNTY ILLINOIS on August 12, 2024, at 7:00 PM, via GoTo and at
404 TEN MILE CREEK ROAD, EAST PEORIA, IL 61611-9240

CALL TO ORDER

Vice Chairman Zulu called the meeting to order at 7:00pm, noting a Quorum was present.

ROLL CALL / ATTENDEES

Physically present – Vice Chairman Zulu, John Bellisario, Greg Long, Patti Pitcher, Tiffany Stanley, Zach Taylor, Kay Webber

via Teleconference – None

Excused – Chairman Sutton, Jason Howard, Angie Keil, Christine Slagel

Guest – Atty. Jonathan Heiple

ANNOUNCEMENTS

None.

APPROVAL OF MINUTES

Kay Webber moved to approve the July 8, 2024, Minutes; seconded by John Bellisario.

Motion passed unanimously.

PUBLIC COMMENTS

Vice Chairman Zulu mentioned he's expected to attend the Chamber of Commerce meeting in Chairman Sutton's absence, but has yet to be notified by the Chamber.

LEAK ADJUSTMENT(S)

None.

DISTRICT BILLING REPORT

Patti reported a total of 2,040 bills with a read date of July 24, 2024, were sent totaling 9,829,673 gallons. Water billed was \$131,853.19. Loan service billed was \$10,155.32 and penalties billed were \$2,116.54 for a grand total billing of \$144,125.05 for the month of July.

FINANCIAL REPORTS

TRANSACTION LIST BY VENDORS / BILLS PAID

The June Transaction List by Vendors was approved last month.

Reviewing the July Transaction by Vendors List, Tiffany noted the monthly service fee for Heart Technologies will increase to \$400/month (from \$380) to include routine back-up of her computer files which has not been

included as previously thought. The \$24K expense for Koener Electric was for troubleshooting and replacing the new VFD due to the lightning strike; all but \$2,500 will be reimbursed by insurance.

No objections regarding the July expenses totaling \$162,954.36.

Zach Taylor moved to approve the bills paid in July; seconded by John Bellisario.

Motion passed unanimously.

BALANCE SHEET / PROFIT & LOSS / CASH FLOW (June & July)

The June C/R was 1.14.

Tiffany noted all adjustments are current (known as “full accrual”) and the annual audit will occur this Fall.

June expenses included a \$1,298 tractor rental for the Bush Hog mower to prep the solar array site in anticipation of CEDG starting construction. Additionally, the \$5K expenditure to K Com Tech is a lightning strike insurance claim to replace the plant’s alarm system that was destroyed. No objections.

The July C/R was 1.22.

No remarkable expenses occurred in July.

Tiffany will present the Fiscal Year vs. Actual Budget numbers at the September meeting. Greg acknowledged Tiffany still needs his capital budget, noting tank cleaning typically occurs every five years, but CTPWD may need to extend it to six years at this time. No objections.

Zach Taylor moved to approve the July financials; seconded by Kay Webber.

DISTRICT SUPERINTENDENT’S REPORTS

USAGE REPORT

Greg reported 13,403,000 gallons were pumped in July. The Bacterial test was OK and the average fluoride level was .733 (target 0.6-0.8). Hardness was 3.6 grains per gallon during July.

The valve actuator motherboard was replaced but with the same result of a blown fuse. It has been recommended to send the actuator to the factory for troubleshooting and repair, so arrangements are being made. In the meantime, the plant continues to operate in manual mode.

The alternative CO2 equipment is on order. The original part is now obsolete and the manufacturer has since been dissolved. CO2 feed rate replacement does not include shipping/handling and requires the technician to travel from Georgia. The total bid is \$10,041.00.

VFD drive for high service pump #1 is in service. The bill has been submitted to insurance and payment received minus our deductible.

Greg reported there’s been no activity with the solar field yet but will immediately call Chairman Sutton and Vice Chairman Zulu upon CEDG’s arrival. It was also noted CEDG representatives will be required to sign in at the office and will not be allowed to have any CTPWD keys. Greg confirmed that he and his staff will also be available on-call after hours if needed during CEDG’s on-site presence.

Greg delivered the Athletic Fields Easement Agreement to Mr. Mair at the school [Germantown Hills School District #69] on July 18th for signature, but it has not yet been returned. Members surmised it is likely in correlation to the timing of their next School Board meeting. Once fully executed, Atty. Heiple will record it with Woodford County.

Greg reported spill containment will be required by IEPA for our day tanks, even though it's not currently a law, noting CTPWD's Chemical Room is already a spill containment area. Upon receipt of the anticipated IEPA letter, staff will have 120 days in which to comply. Greg explained his idea to utilize caged IBC water tanks in which to place the day tanks as a cost-effective solution. No objections.

VALLEY VIEW PROJECT

This project is 100% complete! Old wells are capped and sealed. Water was turned on and has been in service as of July 16, 2024. Residents are happy. The Valley View HOA has already received their August 1st bill.

Currently, Valley View residents pay a flat fee to the HOA regardless of household size, but a metered system would be a more equitable method based on usage. If residents opt for this, Greg would encourage Neptune meters to seamlessly piggyback onto CTPWD's system.

SOLAR ARRAY STATUS

Vice Chairman Zulu explained while CEDG hasn't begun construction, the Illinois Shines program allows a 6-month timeframe which is still valid but expires during the upcoming winter months.

A handout – Guide to Going Solar with Illinois Shines - was distributed to Board members. Vice Chairman Zulu explained CTPWD completed Step 1 (Contract); CEDG is responsible for Steps 2, 3 and 4 (Application, Commission review, REC contract execution) before Step 5 (solar project installation). A letter was sent to Illinois Shines inquiring whether or not CEDG has completed their responsibilities; however, because Chairman Sutton is currently out of the country, it's unknown if he's received a response. It was noted that since CTPWD is contracted with Tri-Tech, not CEDG, there is an option to file a complaint.

OLD BUSINESS

Atty. Heiple presented Ordinance of Annexation No. 2024-1 which would allow property owner Jim Paul to annex a 4.8-acre parcel of land off Ten Mile Creek Road into the CTPWD. The Order was entered August 1st. No objections.

Zach Taylor moved to approve adoption of Ordinance No. 2024-1; seconded by Kay Webber.

Motion passed unanimously.

NEW BUSINESS

None.

BOARD MEMBER ITEMS

None.

ADJOURNMENT

Zach Taylor moved to adjourn the regular meeting at 8:24pm; seconded by John Bellisario.

Motion passed unanimously.

NEXT MEETING

Monday, September 9, 2024, at 7:00pm. Please call to be excused if you're unable to attend.

P. Pitcher
Board Secretary