

MEETING MINUTES  
REGULAR MEETING of the BOARD OF TRUSTEES of the  
CATERPILLAR TRAIL PUBLIC WATER DISTRICT of WOODFORD  
COUNTY ILLINOIS on September 9, 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 7:00pm, noting a Quorum was present.

**ROLL CALL / ATTENDEES**

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

via Teleconference – Greg Long

Excused – Angie Keil

Unexcused – Jason Howard

Guest – Atty. Jonathan Heiple

**ANNOUNCEMENTS**

None.

**APPROVAL OF MINUTES**

John Bellisario moved to approve the August 12, 2024, Minutes; seconded by Zach Taylor.

Motion passed unanimously.

**PUBLIC COMMENTS**

None.

**LEAK ADJUSTMENT(S)**

None.

**DISTRICT BILLING REPORT**

Patti reported a total of 2,040 bills with a read date of August 23, 2024, were sent totaling 10,708,878 gallons. Water billed was \$141,299.75. Loan service billed was \$10,178.84 and penalties billed were \$2,011.07 for a grand total billing of \$153,489.66 for the month of August.

**FINANCIAL REPORTS**

**TRANSACTION LIST BY VENDORS / BILLS PAID**

Tiffany noted no remarkable expenses occurred during August with the exception of three payroll periods. Greg explained the two leak repairs – 713 Countryside Dr. and Maple Lane – occurred earlier in the year; however, he was able to negotiate the Maple Lane cost (originally \$9,400) because CTPWD worked with them to eliminate additional boring, ultimately resulting in a 50% reduction in our invoice.

No objections regarding the August expenses totaling \$153,040.01.

Josh Zulu moved to approve the bills paid in August; seconded by Christine Slagel.

Motion passed unanimously.

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

The August C/R was 1.26

Tiffany explained the \$11K for the “Construction in progress” line item was for the valves; Greg hasn’t had them installed yet, so the labor costs will be forthcoming.

Discussion was had regarding the anticipated hook-up fees for the Jim Paul Phase 2 development and the 4.8-acre parcel recently annexed. Hook-up fees for new construction are currently \$2,500 while fees for existing properties are \$1,000. The annexed parcel will have a single hook-up, but there are 15 lots in Phase 2.

Profit & Loss expenses resulted in a Net Income of \$17,216.75 and a Cash Flow of \$685,910.28.

### **2024 YEAR-END BUDGET**

A few items of interest in the Budget vs. Actuals report for fiscal year 2024 included the increased costs of chemicals, engineering costs pertaining to the lightning strike damage and resulting equipment maintenance; however, utility expenses came in under budget.

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

Motion passed unanimously.

### **PRELIMINARY 2025 BUDGET**

Tiffany reviewed the detailed report noting the proposed increases or SALY (same as last year) amounts, adding that the Valley View and MTCO Park expenses will no longer exist; however, migrating to UMS – the new billing system Angie has requested before our current system becomes obsolete – is included for \$25K.

Discussion was had regarding various line-item adjustments: increase property insurance to at least \$36K and the Repairs contingency to \$60K. No objections. Tiffany will incorporate all the suggestions and present it to the Board for approval at the October meeting.

## **DISTRICT SUPERINTENDENT’S REPORTS**

### **USAGE REPORT**

Greg reported 14,596,000 gallons were pumped in August. The Bacterial test was good and the average fluoride level was .738 (target 0.6-0.8). Hardness was 3.5 grains per gallon during August.

The last two lightning strike issues to be resolved are the valve actuator motherboard that was returned to the manufacturer for repair and the alternative CO2 equipment that is still on order.

There's been no activity with the solar field nor has Greg received the Athletic Fields Easement Agreement from School Superintendent Mr. Mair.

It's been discovered recently that several water shutoffs in the Whispering Oaks subdivision have been broken due to corrosive soil. Greg is developing a guideline for addressing similar shutoffs throughout the District and hopes to negotiate with G.A. Rich to schedule their vac truck at a discounted cost to "batch work" these repairs which involve installing a stainless steel rod.

Saturday, September 7<sup>th</sup>, the CO2 tank malfunctioned, causing a loud "explosion" and a gray cloud which a neighbor immediately reported to the Fire Department. A technician traveled from Chicago to make the emergency repair. We loss approximately 7T of CO2, but it didn't drain it entirely which would've exacerbated the situation by depressurizing the tank. The technician found that the fitting simply blew apart (at 300psi) but has since been replaced, the tank refilled with a new CO2 shipment and was back in service on Sunday.

As most residents have heard, there's a multi-use path project proposed for Somerset Drive. Neighbors want a sidewalk for children's safety, but instead a grant was awarded for a multi-use path that will also significantly reduce their front yards. CTPWD may be asked to relocate water lines within the right-of-way; however, Greg is opposed to this, adding the IEPA's depth and location requirements of 18" separation between water lines and storm water isn't feasible as currently being designed.

### **VALLEY VIEW PROJECT**

As reported last month, this 2021 project was completed and in service by mid-July 2024. An arrangement can now be made for payment of the remainder of the \$100,000 subsidy - a balance of \$84,255.51 – by CTPWD to Valley View Water Works Association (VWWA). Chairman Sutton proposes a quarterly rate of \$1,200 per quarter (\$400/month) for ten years, beginning September 2024, until the subsidy commitment is satisfied. Atty. Heiple drafted said document for the Board's review and approval.

Zach Taylor moved to approve the proposed subsidy payment plan as described, contingent upon acceptance by VWWA and Chairman Sutton's final review; seconded by Josh Zulu.

Motion passed unanimously.

### **SOLAR ARRAY STATUS**

Josh Zulu stated since there's still no progress regarding installation, he is working with Illinois Shines to draft a formal complaint asking the involved parties to execute the remaining steps required to bring our project to fruition. Additionally, we will be updating Rep. Ryan Spain for added leverage. Two other CEDG projects – Dunlap School and Kewanee – are also at a standstill waiting for their solar array projects to be completed.

A last resort would be litigation. CTPWD has experienced loss of opportunity, cost of modifications in good faith plus paying more for energy through Homefield Energy than we would have through CEDG. Chairman Sutton is trying to contact Tri-Tech directly, bypassing CEDG.

### **OLD BUSINESS**

None.

## **NEW BUSINESS**

None.

## **BOARD MEMBER ITEMS**

Kay Webber will be unable to attend the October meeting.

## **ADJOURNMENT**

Christine Slagel moved to adjourn the regular meeting at 8:40pm; seconded by John Bellisario.

Motion passed unanimously.

## **NEXT MEETING**

Monday, October 14, 2024, at 7:00pm. Please call to be excused if you're unable to attend.

*P. Pitcher  
Board Secretary*