

MEETING MINUTES  
REGULAR MEETING of the BOARD OF TRUSTEES of the  
CATERPILLAR TRAIL PUBLIC WATER DISTRICT of WOODFORD  
COUNTY ILLINOIS on December 11, 2023 at 7:00 PM, via GoTo and at  
404 TEN MILE CREEK ROAD, EAST PEORIA, 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 – Bob Sutton, John Bellisario, Patti Pitcher, Christine Slagel, Tiffany Stanley, Zach Taylor, Kay Webber, Josh Zulu  
via Teleconference – Greg Long  
Unexcused – Jason Howard

**ANNOUNCEMENTS**

None.

**APPROVAL OF MINUTES**

Typo on Page 3 “...rending March...” should be “...ending March...” instead.

Josh Zulu moved to approve the November 13, 2023, Minutes with this correction; seconded by Zach Taylor.

Motion passed unanimously.

**PUBLIC COMMENTS**

None.

**LEAK ADJUSTMENT(S)**

None.

**DISTRICT BILLING REPORT**

Chairman Sutton reported a total of 2,034 bills with a read date of November 27, 2023, were sent totaling 9,301,163 gallons. Water billed was \$120,759.56. Loan service billed was \$10,146.00 and penalties billed were \$2,147.17, for a grand total billing of \$133,052.73 for the month of November.

**FINANCIAL REPORTS**

**TRANSACTION LIST BY VENDORS / BILLS PAID**

Tiffany and Greg explained the chemical feed pumps were showing failure, resulting in the \$3,588 payment to Brooks & Associates, Inc. Tiffany also noted the Audit fee came in at \$13,660, under the \$14K initially quoted.

No objections regarding the November expenses totaling \$161,174.82.

Christine Slagel moved to approve the bills paid in November; seconded by John Bellisario.

Motion passed unanimously.

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

The C/R for November was 1.46.

Net Income for November was \$18,444.16. Cash flow balance at the end of November was \$794,436.91.

Zach Taylor moved to approve the financial reports as presented; seconded by Josh Zulu.

Motion passed unanimously.

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

#### **USAGE REPORT**

Greg reported 10,176,000 gallons were pumped in November. The Bacterial test was good and the average fluoride level was .726 (target 0.6-0.8). Hardness was 5.3 grains per gallon during November.

#### **LIGHTNING STRIKE UPDATE**

Greg reported the PLC replacement equipment is nearly complete. One valve actuator isn't working and he still needs to troubleshoot two scales, however the aviation light assembly for the tall tower was replaced on November 14<sup>th</sup> and is working properly.

#### **INSURANCE CLAIM UPDATE**

Greg and Chairman Sutton met with the Claims Adjuster to discuss the \$52,575.00 in lightning strike-related expenses to date. He offered an interim payment, acknowledging bills are still coming in against this claim.

### **SOLAR ARRAY STATUS**

Josh Zulu distributed a color-coded handout designating the project phases that are completed, in progress or remaining. The initial operational date (18 months post-execution) is March 15, 2024; however, the six-month grace period pushes that date to September 15, 2024.

It was noted a large (20- to 30-acre) solar field is currently being constructed along Rt. 89 north of Washburn.

### **OLD BUSINESS**

#### **VALLEY VIEW PROJECT**

Their HOA Bylaws have been updated and submitted to the State.

## **CUSI UPDATE**

Angie's been researching options. Chairman Sutton and John Bellisario will assess the pros and cons including costs and timeline and present a recommendation to the Board over the next few months.

## **NEW BUSINESS**

### **PART-TIME EMPLOYEE**

A posting hasn't been published yet but through internal networking, there are a few potential candidates. Angie learned the Village of Germantown Hills resorted to offering fulltime benefits and \$20/hour to attract solid candidates. Board members asked that the CTPWD posting be published soon.

## **EXECUTIVE SESSION**

Chairman Sutton excused staff members Greg Long and Tiffany Stanley so the Board could enter Executive Session.

Zach Taylor moved to suspend the regular meeting at 7:46pm for the purpose of entering Executive Session to discuss personnel reviews; seconded by John Bellisario.

Motion passed unanimously.

Executive Session commenced at 7:48pm.

Regular meeting resumed at 8:22pm.

Josh Zulu moved to approve a \$250 Christmas bonus to the six employees as discussed in Executive Session; seconded by Zach Taylor.

Motion passed unanimously.

## **BOARD MEMBER ITEMS**

John Bellisario questioned if his neighborhood is having water pressure issues. Staff isn't aware of any in his area.

## **ADJOURNMENT**

Zach Taylor moved to adjourn the regular meeting at 8:26pm; seconded by Christine Slagel.

Motion passed unanimously.

## **NEXT MEETING**

Monday, January 8, 2024, at 7:00pm. Please call to be excused if you're unable to attend.

*P. Pitcher*  
Board Secretary