**Curran-Gardner Townships Public Water District**

**3384 Hazlett Road | Springfield, Illinois 62707-2522 | 217.546.3981**

**Regular Meeting – Tuesday, March 14, 2017 – 7:00 p.m.**

*Audio for the meeting found here: http://www.currangardner.com/*

**Members**: Chairman Mitchell, Vice Chairman Todd Folder, Trustee Oschwald, Trustee Valois, Trustee Mayes, Trustee Dorr, Trustee Hammitt, Operations Manager Wayne Nelson, Engineer Max Middendorf, Treasurer Katherine Elsner, Secretary Ryg. Excused: Business Manager Graff

**Guests**: Gary McCandless, Harry Mitchell and Wayne Benanti

The meeting opened first with the **Pledge of Allegiance**.

**II. Secretary**: Vice Chair Folder made a motion to approve the February 14 meeting minutes. Trustee Mayes second the motion. The motion passed.

**III. Treasurer:** The District is in the 10th month or 83% into the fiscal year 2017. For income during the period of February 15 through March 14, 2017, the District had a Water Income of $115,541. For the fiscal YTD, the Water Income was $1,271,657.

Including other income with water, the monthly total income was $154,794. The total Fiscal YTD income as of March 14, 2017 was $1,665, 243 which is 87% of the budget.

*Expenses*: The District’s monthly expenses totaled $125,174. The YTD Total Expenses were $1,399,540.

The legal fees for the Plant Expansion as of this date include $12,353 which will be reimbursed from the USDA 2016 loan.

The unaudited net income is a gain of $271,914.

The total bills amount to $89,476.92 for this period.

A motion was made by Trustee Oschwald to approve the Treasurer’s report pending audit. Trustee Valois second the motion. The motion passed.

A motion was made by Trustee Oschwald to pay the bills. Trustee Valois second the motion. The motion passed.

Trustee Oschwald said Carrollton Bank was awarded the higher CD amount at approximately $164,570 at 1.10% for twenty-four months. Hickory Point was awarded the other CD of approximately $147,240 at 1.0% for twenty-four months.

**IV. Business Manager Report:**

The District processed $3,500 in credit card payments over the last sixty days. The supporting documents needed to balance with the current billing system will be maintained for the auditor.

Business Manager Graff and Treasurer Elsner continue to review and identify weaknesses within procedures and modify for stronger internal controls.

All computers were upgraded to the same version of Microsoft. LRS/Forticare Plus helped with the conversion to Outlook Express.

Ads for the construction bids went into the State Journal Register.

Business Manager Graff continues to work with Ms. Bobette Dunphy on the USDA loan’s SAMS registration/Commercial And Government Entity (CAGE) code. CAGE is a five digit number that the federal government uses to identify entities.

**V. Operational Manager’s Report**: The New Berlin project progresses with a flow meter expected to arrive in one to two weeks. The installation time is one day. After that, Advanced Automation and Controls along with Joe Lee of Lee Electrical Service will install the SCADA controls.

The Illinois Rural Water Association Technical Conference included a session on municipal law and legal questions and answers that Operations Manager Nelson shared with the Board. His detailed report included topics such as Bankruptcy Law, Ordinance Accessibility, Tampering of Water Meters, Minutes, Bad Accounts, and Easement Laws when Dealing with Water Systems with Buried Bodies.

Construction on Iles Avenue road project will begin on Monday, April 3.

**VI. Engineer’s Report**: Engineer Middendorf asked the CGTPWD Board if they wanted to contact New Berlin to see if they would like to have a test run. It was the consensus of the boar to do so. Hydraulically, it would advantageous to look at the system pressure against the boosters when filling their tank. Operations Manager Nelson stated the test would have to occur upon issuance of the operating permit for the EPA.

There will be a water plant expansion pre-bid meeting for potential contractors on March 30th at 10 a.m. for any questions on the bid documents. The main objective is to help get better qualified bids. The District will open bids on April 20th at 10 a.m.

**Guests:** Harry Mitchell and Gary McCandless addressed the Board on behalf of Stone Creek. They professionally expressed concern over improved communication from the District’s attorney. They had apprehensions about a possible rate increase from CGTPWD when they already pay for CWLP water.

Mr. Harry Mitchell said would like to be able to vote for the water district board members. Chairman Jim Mitchell gave a brief history of his efforts to make this happen. It was clarified that Salisbury pays for Pleasant Plains water, but cannot vote for anyone on the Village of Pleasant Plaines Board. In the past, our District took this issue to court; however, a circuit clerk judge denied the request. Chairman Mitchell will ask Attorney O’Keefe to revisit it.

Mr. McCanless reiterated that he (along with Stone Creek residents) feels he should not pay additional fees for the proposed Plant expansion; they are already paying for CWLP water.

Chairman Mitchell said he would like to explore this further.

(7:48 p.m.)

Vice Chair Folder asked Engineer Middendorf to clarify the documented customer base and segregated rates. The USDA loan specifically states that a customer is a customer; thus, all customers should pay accordingly. The District will have a conversation with Ms. Bobette Dunphy about this topic. For sustainability purposes, it was clarified that the District must maintain a constant revenue source from customers.

**X. Old Business**

CGTPWD Water Rate

The rate increase each year is the cost of living (COLA) plus .5%. Effective 1/1/2016 the water increased one half percent. The Operations Manager provided the following 2016 District rates:

*Minimum Usage Rate $34.54 (2016) $34.78 (2017)*

*Rate Per 1000 (after 2000 gallons) $5.91 (2016) $ 5.96 (2017)*

CGTWPD Water Rate – CWLP (Without Master Meter)

*Minimum Usage Rate $40.32 (2016) $40.75 (2017)*

*Rate per 1000 (after 2000 gallons) $7.35 (2016) $7.41 (2017)*

CGTWPD Water Rate – CWLP (With Master Meter)

*Minimum Usage Rate $41.58 (2016) $41.88 (2017)*

*Rate per 1000 (after 2000 gallons)*

CGTWPD Water Rate – South Sangamon Water Commission

*Minimum Usage Rate $41.57*

*Rate Per 1000 (after 2000 gallons) $10.27*

The established rules, rates and regulations for the operation of the CGTPWD system were subject to ordinance.

Finance Committee will meet on Tuesday, March 28 at 6 p.m. to finish the proposed draft of the FY 2018 budget.

Ordinance Committee: Sunday at 9 a.m. Trustee Valois, Chairman Mitchell, Trustee Dorr, Vice Chair Folder, Trustee Hammitt, and Sec. Ryg met to codify the forty plus years of meeting minutes and notes.

**XI. New Business:**

A motion was made by Trustee Valois to go into executive session. Trustee Dorr second the motion. A roll call vote was taken:

Vice Chair Todd Folder: Yes

Trustee Diana Valois: Yes

Trustee Hammitt: Yes

Chairman Mitchell: Yes

Trustee Jim Mayes: Yes

Trustee Dennis Dorr: Yes

Trustee Eric Oschwald: Yes

With seven yes votes, the motion carried.

(The board left at 8:32 p.m.)

(The board returned at 8:52 p.m.)

Trustee Oschwald made a motion to come back into the regular meeting. Trustee Dorr second the motion. A roll call vote was taken:

Vice Chair Todd Folder: Yes

Trustee Diana Valois: Yes

Trustee Hammitt: Yes

Chairman Mitchell: Yes

Trustee Jim Mayes: Yes

Trustee Dennis Dorr: Yes

Trustee Eric Oschwald: Yes

With seven yes votes, the motion carried.

In Executive Session, security was discussed.

Having no other issue before the Board, the Chairman adjourned at 8:55 p.m.