

**February 2018 BOT MINUTES**  
*7:00 P.M., Wednesday Feb 21, 2018*  
Board of Trustees Meeting  
Tri-Township Water District (TTWD)  
180 State RT 160, Trenton, IL 62293

**1. Call to Order.**

**2. Roll Call.**

Trustees present: John Barr, Sally Ferguson, Penny Zimmermann, and Michael Thornton.

Trustees absent: Cliff Behrman and Maurice Diekemper

District personnel attending: Donald Johannes, Chris Horstmann

**1. Introduction of Guests.** Kathy Hitpas

- Kathy Hitpas wants to prove she owns land where she wants to put a meter when she pays her TAP fee.

**Motion made to approve Kathy Hitpas request made by Sally Ferguson and seconded by Michael Thornton. Approved by all.**

**2. Presentation of Minutes of Last Meeting.**

Motion made to approve by Sally Ferguson and seconded Penny Zimmerman.  
Approved by all.

**3. Treasurer's Report.**

**a. Account Balances.**

**b. Presentation of Bills.**

**Bills over \$500.00**

- Auto Owners Insurance	\$11,612.64 (Paid in Full Amount) Ok'd at last BOT MTG
- Schulte Supply	\$3,474.90
- Schulte Supply	\$734.01

Motion made to approve by Penny Zimmerman and seconded by Michael Thornton.  
Approved by all.

**c. Approval of Order of Disbursements.**

Monthly Bills over \$500.00

- Auto Owners Insurance	\$11,612.64 (Paid in Full Amount) Ok'd at last BOT MTG
- Schulte Supply	\$3,474.90
- Schulte Supply	\$734.01

Motion made to approve by Penny Zimmerman and seconded by Michael Thornton.  
Approved by all.

**d. Budget.**

**e. Payment Order #18-257**

**Motion to approve made by John Barr and seconded by Sally Ferguson.**  
**Approved by all.**

**6. Current Business:**

**a. Accountant's Report.**

1. Summary of Cash & Reserve Accounts.
2. Financial Study for Phase 4 - the Aviston and Sugar Creek Township upgrades.
3. Signing of Agreement with Krehbiel and Associates, LLC.

**Motion to approve made by John Barr and seconded by Sally Ferguson.**  
**Approved by all.**

**b. Engineering Report.**

1. Appraise TTWD water lines to serve Aviston Subdivision on Russland Road.  
Middike Area Development.
  - **Jim Brown will attend March 28<sup>th</sup> BOT Meeting.**
  - **Suggestion made to check pricing on projectors for viewing maps, etc. at meetings.**

Motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_. (No motion made)

**a. Attorney's Report.**

- Intergovernmental Agreement with Village of Aviston and Trenton.

- Letter to Lawyer for City of Trenton, regarding their running a water line for Korte Industrial Park – a 10 lot parcel.

**b. Operator's Report.**

1. Water loss/gain report.
2. How to prevent Pierron from shutting TTWD water off due to low chlorine.
  - **Start with mixers to correct chlorine levels.**
3. Review of Julie locates marking procedure
  - Flag and Paint every time.

**c. Office Staff Report.**

1. Consumption report. None – bills not printed yet.
2. Customers using over 50,000 consumption report. None
3. Zero Users report. None
4. Total number of ACH Customers for Feb 2018 is 423. February's ACH Deposit was \$25,650.87 on Feb 15, 2018.
5. Paystar for Debit/Credit Cards running smoothly. January's Processing Statement shows TTWD received \$3,203.95 in payments.
6. Autumn Schomaker has paperwork ready for Notary Public to be signed and approved.
7. TTWD pay \$25 towards cell phones for Nancy Sadler and Autumn Schomaker.

- **Motion to approve cell phone payment by Sally Ferguson and seconded by John Barr. All approved.**

**7. Old Business**

- a. IEPA Log Number 2018-0318-0 – Application for Four-J Subdivision Construction Permit received.
  - Construction Permit Number 0318-FY2018 received on Nov 03, 2017.
  - **Chris Huelsmann with Netemeyer Engineering said the project was completed about one month ago. Water was tested and a TTWD person was on site. Korte Luitjohan, Ken Toennies, was the contractor. Chris doesn't know who signed the Operating Permit.**
- b. David Hickey was interviewed for Treasurer to replace Robert Buehne on Board of Trustees last month.
  - **Per John Barr, David hickey called him and declined the position of Treasurer at this time.**

**8. New Business**

- a. Comparison of charges since water rate increase on Feb 15, 2017.
- b. Foppe Insurance – Quote for the \$5,000,000 Umbrella Policy required by CSX in order to get the Certificate of Liability Insurance that has to go with the signed paperwork and Check to CSX Transportation, Inc.
  - **Received the Certificate of Liability Insurance from Foppe. Mailed \$7,800 check and all pertinent information on 2-15-2018 after Don Johannes reviewed everything per John Barr.**

- c. Chris Hess, Illinois Solar, would like TTWD to set up a special meeting for him to go over his presentation to save money on electricity. He would also like to bring the owner of Illinois Solar with him.

Motion made to adjourn by Sally Ferguson and seconded by Michael Thornton.

Approved by all.

Meeting adjourned at 7:55 PM.

The next meeting will be held Wednesday, March 28, 2018 at 7:00 PM at the TTWD Office 180 State Rt. 160, Trenton IL 62293.

**Minutes taken by:** Autumn Schomaker