

JANUARY 2018 BOT MINUTES

7:00 P.M., Wednesday Jan. 24th, 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, Cliff Behrman, Maurice Diekemper, Sally Ferguson, and Penny Zimmermann.

Trustees absent: Michael Thornton

District personnel attending: None

3. Introduction of Guests. David Hickey, Bill Foppe, Jerry Yaekel and Chris Hess

David Hickey being interviewed to replace Robert Buehne on the Board of Trustees.

Bill Foppe for Insurance Policies

Jerry Yaekel with Yaekel Insurance

Chris Hess with Illinois Solar Panels.

4. Presentation of Minutes of Last Meeting.

Motion made to approve by Sally Ferguson and seconded by Maurice Diekemper.

Approved by all.

5. Treasurer's Report.

a. Account Balances.

b. Presentation of Bills.

Bills over \$500.00

- Sidener Supplies Satisfied Service	\$639.20
- OnSolve – Code Red	\$750.00
- Brown & Roberts (Middike Development)	\$766.89
- Julie (Annual Assessment Invoice)	\$758.14
- Brefeld Gas Company, Inc. (Propane)	\$1,321.10
- Foppe Insurance Agency (Public Official)	\$3,020.00
- Foppe- Railroad Liability for Wasser Ext	\$2,147.26
- Certop	\$504.00

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

c. Approval of Order of Disbursements.

Monthly Bills over \$500.00

- Sidener Supplies Satisfied Service	\$639.20
- OnSolve – Code Red	\$750.00
- Brown & Roberts (Middike Development)	\$766.89
- Julie (Annual Assessment Invoice)	\$758.14
- Brefeld Gas Company, Inc. (Propane)	\$1,321.10
- Foppe Insurance Agency (Public Official)	\$3,020.00
- Foppe- Railroad Liability for Wasser Ext	\$2,147.26
- Certop	\$504.00

Motion made to approve Foppe Railroad Liability for Wasser Extension made by Maurice Diekemper and seconded by Penny Zimmermann. Approved by all.

Motion made to approve over \$500 bills by Sally Ferguson and seconded by Penny Zimmerman.
Approved by all.

d. Budget. –

Motion to approve made by Maurice Diekemper and seconded by Cliff Behrmann.
Approved by all.

e. Payment Order #17-256

Motion to approve made by _____ and seconded by _____.
Approved by all. **(No motion made)**

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.

b. Engineering Report.

1. Appraise TTWD water lines to serve Aviston Subdivision on Russland Road.
Middike Area Development.

Waiting on payment from Fourth Party.

2. Agreement Checklist and invoice from CSX RR. Signature needed to proceed.

Have Resolution 18016, signed paperwork, and check ready to send in. Still need a certificate of Liability Insurance coverage for \$5,000,000. – See new business.

(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.
3. Review of Julie locates marking procedure

c. Office Staff Report.

1. Consumption report.
2. Customers using over 50,000 consumption report
3. Zero Users report. **56 users**
4. Total number of ACH Customers for Jan 2018 is 418. January's ACH Deposit was \$22,735.51 on Jan 15, 2018.
5. Paystar for Debit/Credit Cards running smoothly. December's Processing Statement shows TTWD received \$1,820.30 in payments.
6. Autumn Schomaker has paperwork ready for Notary Public to be signed and approved.

7. Old Business

- a. Application for Area/Bulk Variance and Special Use Permit – American Tower, Inc.
- b. United Systems is raising the Hardware Basic Service Agreement from a yearly fee of \$1,385 to a monthly fee of \$675 when the current contract runs out on Feb 28, 2018. This is for 3 licenses.
Darren Duncan with United System would like to do a phone conference to go over the procedures for the new TPM Brochure and any questions the Board may have concerning fees, etc. at a Board Meeting. His cell phone # is 270-906-9841. Scheduled January 24, 2018 around 7:30 pm.
 - New Quote for 2 users verses 3 users \$450 per month made by Darren Duncan.
 - Jeff Harlan with United Systems will call on Thursday to verify. He will also verify about waiving the travel and onboarding fee if quote is accepted.
- c. Quote from LOCIS for new software for the utility billing software requirements to replace United Systems program. Rick Holmes gave presentation at November meeting.
- d. IEPA Log Number 2018-0318-0 – Application for Four-J Subdivision Construction Permit received.

- e. Public Officials Liability is non-Renewed effective 01/20/2018 per Professional Governmental Underwriters, Inc. To be replaced by XL Catlin. Contact your broker if you have questions.

8. New Business

- a. Comparison of charges since water rate increase on Feb 15, 2017.
- b. Yaekel Associates called to get information to put together a quote. Sent Yaekel the CSX request for \$5,000,000 (Million) Umbrella Policy as well.
- c. Foppe called to set up an audit for Public Officials Liability Insurance. Shelly will call back.
- d. Post the Agenda & the Minutes on TTWD's Website.
- e. 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. **(\$2,147.26)**

Motion made to approve keeping Foppe as TTWD's Insurance Provider made by Maurice Diekemper and seconded by Sally Ferguson.

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

Meeting adjourned at 9:15 PM.

The next meeting will be held Wednesday, February 21, 2018 at 7:00 PM at the TTWD Office 180 State Rt. 160, Trenton IL 62293.

Minutes taken by: Autumn Schomaker