

## MINUTES

*7:00 P.M., Wednesday August 30, 2017*

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, Robert Buehne, Maurice Diekemper, Sally Ferguson, Penny Pinkstaff, and Michael Thornton.

District personnel attending: Chris Horstmann, and Brent Maschhoff.

**3. Introduction of Guests.**

**4. Presentation of Minutes of Last Meeting.**

Motion made to approve by Sally Ferguson and seconded by Michael Thornton. Approved by all.

**5. Treasurer's Report.**

**a. Account Balances.**

**b. Presentation of Bills.**

**Bills over \$500.00**

- Schulte Supply	\$1158.30
- Schulte Supply	\$1158.30
- Tom's Troy Garage Door, Inc.	\$ 556.50
- Schulte Supply	\$ 702.00
- Certop Inc.	\$ 576.00
- United Systems	\$6,439.00
- Schulte Supply	\$1,158.30
- Schulte Supply	\$1,158.30

Motion made to approved by Maurice Diekemper & seconded by Penny Pinkstaff. Approved by all.

**Approval of Order of Disbursements.**

Monthly Bills over \$500.00

- Schulte Supply	\$1158.30
- Schulte Supply	\$1158.30
- Tom's Troy Garage Door, Inc.	\$ 556.50
- Schulte Supply	\$ 702.00
- Certop Inc.	\$ 576.00
- United Systems	\$6,439.00
- Schulte Supply	\$1,158.30
- Schulte Supply	\$1,158.30

Motion made to approve by Maurice Diekemper and seconded by Penny Pinkstaff.  
Approved by all.

**Budget. –**

Motion to approve made by Michael Thornton.  
Seconded by Sally Ferguson. Unanimously approved.

**c. Payment Order #17-251**

Motion to approve made by Penny Pinkstaff.  
Seconded by Michael Thornton. Unanimously approved.

**b. Accountant's Report.**

1. Summary of Cash & Reserve Accounts.
2. Financial Study for Phase 4 - the Aviston and Sugar Creek Township upgrades.
  - Study was reviewed. See attached.

**c. Engineering Report.**

1. Appraise TTWD water lines to serve Aviston Subdivision on Russland Road.
2. Report from Matt Tosh concerning Trestle Road CSX RR Permit status.

**d. Attorney's Report.**

1. Intergovernmental Agreement with Village of Aviston.
2. Intergovernmental Agreement with City of Highland
3. Letter to SLM regarding Intergovernmental Agreement with City of Highland.

**e. Operator's Report.**

1. Water loss/gain report.
2. Village of Pierron master meter – check accuracy?
3. Village of St. Jacob – Meter estimated?
4. Possible Leak in Southern part of the District- Still not located.
5. Motion made by Robert Buehne, seconded by Sally Ferguson, to replace Thole Ag meter with a 1" meter.
6. SLM and our main meter at pumphouse will be checked for accuracy.
7. Bids for supplies:
  - a. Schulte Supply
    - i. Service Material \$5,895.00
    - ii. Hydrant \$2,965.00
  - b. IMCO Utility Supply
    - i. Service Material \$6,531.55
    - ii. Hydrant \$3,047.15

Motion made to approve service bid from Schulte Supply by Penny Pinkstaff, seconded by Michael Thornton. All approved, except John Barr (abstained).

Motion made to approve low bid for hydrant from Schulte Supply by Sally Ferguson and seconded by Michael Thornton. All approved, except John Barr (abstained).

**e. Office Staff Report.**

1. Consumption report.
2. Customers using over 50,000 consumption report.
3. Zero Users report.
4. Total number of ACH Customers for August 2017 is 405. August's ACH Deposit was \$27,676.58 on August 15, 2017.
5. Paystar for Debit/Credit Cards is set-up and running.

**6. Old Business**

- a. Application for Area/Bulk Variance and Special Use Permit – American Tower, Inc.

## 7. New Business

- a. Comparison of charges since water rate increase on Feb 15, 2017. See attached chart.
- b. United Systems is raising the Hardware Basic Service Agreement from a yearly fee of \$1,385 to a monthly fee of \$450 when the current contract runs out on Feb 28, 2018.
- c. Paystar for Debit/Credit Cards is working great. We have 10 transactions so far.
- d. United Systems installed new equipment on August 22, 2017. Invoice is higher than Quote.
- e. Sealed Material Bids.

Motion made to adjourn by Robert Buehne and seconded by Penny Pinkstaff. All approved.

Meeting adjourned at 8:20PM.

The next regular meeting will be held Wednesday, August 30, 2017 at 7:00 PM at the TTWD office 180 State Rt. 160, Trenton IL 62293.

**Minutes taken by:** Maurice Diekemper