

DECEMBER 2017 BOT MINUTES

6:30 P.M., Wednesday Dec 13, 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, Cliff Behrman, Robert Buehne, Maurice Diekemper, Sally Ferguson, Penny Pinkstaff, and Michael Thornton.

Trustees absent:

District personnel attending: Donald Johannes, Chris Horstmann, & Matt Tosh

3. Introduction of Guests.

None

4. Presentation of Minutes of Last Meeting.

Motion made to approve by Cliff Behrman and seconded by Penny Zimmermann.
Approved by all.

5. Treasurer's Report.

a. Account Balances.

b. Presentation of Bills.

Bills over \$500.00

- Barton Electric, Inc. \$886.45
- Brown & Roberts, Inc. \$1,831.15
- CSX Transportation, Inc. \$7,800.00 (\$3,900 paid by parties involved) Jan 10th
Check to be held until Board approval. Resolution needs to be done, and an Ordinance made.
- Royal Office Products, Inc. \$538.98 (2 file Cabinets, OK'd by John Barr)
- Krehbiel & Associates, LLC \$1587.00

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

c. Approval of Order of Disbursements.

Monthly Bills over \$500.00

- Barton Electric, Inc. \$886.45
- Brown & Roberts, Inc. \$1,831.15
- CSX Transportation, Inc. \$7,800.00 (\$3,900 paid by parties involved) **HOLD**
- Royal Office Products, Inc. \$538.98 (2 file Cabinets, OK'd by John Barr)
- Krehbiel & Associates, LLC \$1587.00

Motion made to approve by Penny Zimmermann and seconded by Mike Thornton.
Approved by all.

d. Budget. –

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

e. Payment Order #17-255

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. **Higher ground for water tank.**
2. Phase IV – Agreement between Owner and Engineer for Professional Services.
Motion to approve made by Sally Ferguson and seconded by Mike Thornton.
Approved by all.
3. Report from Jim Brown concerning Trestle Road CSX RR Permit status.
4. Agreement Checklist and invoice from CSX RR. Signature needed to proceed.
5. Letter from Lee Ann Wasser on Timberline Rd regarding **CSX**

Motion made by _____ and seconded by _____. **(No motion made)**

a. Attorney's Report.

- Intergovernmental Agreement with Village of Aviston and Trenton.
- Intergovernmental Agreement with City of Highland.
- Letter to Lawyer for City of Trenton, regarding their running a water line for Korte Industrial Park – a 10 lot parcel.

Don Johannes needs to research the subject further.

b. Operator's Report.

1. Water loss/gain report. None
2. SLM Meter Vs. Tri Township Meter Spreadsheet.
3. Pierron not purchasing our water since August because of low chlorine.

Turned back on Monday 12/11/2017

Mixers - \$9,000-\$9,900. Chris has looked at two different companies to purchase Mixer from.

c. Office Staff Report.

1. Consumption report. **NONE**
2. Customers using over 50,000 consumption report. **NONE**
3. Zero Users report. **NONE**
4. Total number of ACH Customers for Dec 2017 is 412. December's ACH Deposit was \$23,245.00 on Dec 15, 2017.
5. Paystar for Debit/Credit Cards running smoothly. November's Processing Statement shows TTWD received \$3,193.90 in payments.
6. Christmas Party will it be at Marx Bros, downstairs room at 7:30 pm following the meeting.
7. Customer's want positive feedback on Boil Order from the Board. Those affected are asking for compensation on their water bills. **Email from Frank Padak.**
Topic was discussed, no action was taken, and customers will not be compensated.

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. Scheduled for next month January 10, 2018.

- 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. **Put line in, Trenton south of Mill Rd.**
- 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. **NONE**
- b. Yaekel Associates called to get information to put together a quote.
DECEMBER 28TH, 2:00 PM INSURANCE MEETING AT TTWD OFFICE.
- 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.
No decision made.

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

Approved by all.

Meeting adjourned at 7:20 PM.

The next regular meeting will be held Wednesday, January 10, 2018 at 7:00 PM at the TTWD office 180 State Rt. 160, Trenton IL 62293.

Minutes taken by: Autumn Schomaker