

NOVEMBER 2017 BOT MINUTES

7:00 P.M., Wednesday Nov. 29th, 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, Sally Ferguson, Penny Pinkstaff, and Michael Thornton.

Trustees absent: Maurice Diekemper

District personnel attending: Donald Johannes, Chris Horstmann, Brent Maschhoff, Jim Brown

3. Introduction of Guests.

Steve Woolery - Water Customer concerning boil order.

- Water Operator led discussion as to why TTWD is under boil order. Low chlorine levels due to low nitrates. Flushing lines trying to get the levels right. Putting chlorine in the tanks, taking samples every three days. Levels still not where IEPA wants them to be.

Rick Holmes – LOCIS Representative

- Rick gave a presentation of the LOCIS software for billing and meter reading.

4. Presentation of Minutes of Last Meeting.

Motion made to approve by Cliff Behrman and seconded by Michael Thornton.

Approved by all.

5. Treasurer's Report.

a. Account Balances.

b. Presentation of Bills.

Bills over \$500.00

- Hach	\$512.67
- Krehbiel & Associates, LLC	\$2,772.00
- Donald Johannes	\$2,587.50
- Certop	\$1925.11

Motion made to approve by Michael Thornton & seconded by Penny Zimmermann.
Approved by all.

c. Approval of Order of Disbursements.

Monthly Bills over \$500.00

- Hach	\$512.67
- Krehbiel & Associates, LLC	\$2,772.00
- Donald Johannes	\$2,587.50
- Certop	\$1925.11

Motion made to approve by Cliff Behrmann and seconded by Sally Ferguson.
Approved by all.

d. Budget. –

Motion to approve made by Bob Buehne and seconded by John Barr.
Approved by all.

e. Payment Order #17-254

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

b. Engineering Report.

1. Appraise TTWD water lines to serve Aviston Subdivision on Russland Road.
**Approximately \$1.3 million-dollar project. Approach Scoop for Land for project.
Propose for 2 acres.**

Motion made by Sally Ferguson to approve Russland in Aviston and seconded by Michael Thornton.

Roll Call Vote

Sally Ferguson	Yes
Michael Thornton	Yes

John Barr	Yes
Cliff Behrmann	Yes
Bob Buehne	Yes
Maurice Diekemper	Absent
Penny Zimmermann	Yes

1. Report from Matt Tosh concerning Trestle Road CSX RR Permit status.
2. Agreement Checklist and invoice from CSX RR. Signature needed to proceed.

a. Attorney's Report.

- Intergovernmental Agreement with Village of Aviston.
 - a. No Updates. John Barr going to contact.**
- Intergovernmental Agreement with City of Highland.
- Letter to SLM regarding Intergovernmental Agreement with City of Highland.
 - a. Intergovernmental Agreement between SLM & TTWD revised and signed 9/27/2017. Penny Pinkstaff will be taking to SLM to be signed.**
- Letter to Lawyer for City of Trenton, regarding their running a water line for Korte Industrial Park – a 10 lot parcel.

No updates per Don Johannes.

b. Operator's Report.

1. Water loss/gain report.
2. Possible Leak in Southern part of the District.
3. SLM Meter Vs. Tri Township Meter Spreadsheet.

Rick will talk to his board. Credit from SLM?
4. Exposed Water Main in ditch near 15030 Crackerneck Rd

Chris Horstmann & Jim Markus looked at it, ditch is washed out. Mike Emig to look at it. Sugarcreek township cover part of cost?
5. Pierron not purchasing our water since August because of low chlorine.
6. Use of Hydrant on Thole Plocher & Trestle – South end. No one contacted office about this. John Barr called Plocher Construction.

\$80.00 Fire Hydrant Fee plus \$17,500 gal. usage. Received a check for \$233.98.

c. Office Staff Report.

1. Consumption report.
2. Customers using over 50,000 consumption report.
3. Zero Users report. 53

4. Total number of ACH Customers for Nov 2017 is 411. November's ACH Deposit was \$24,534.25 on Nov 15, 2017.
5. Paystar for Debit/Credit Cards running smoothly. October's Processing Statement shows TTWD received \$2,485.02 in payments.
6. Christmas Party will it be at Marx Bros, downstairs room at 7:30 pm.
7. The Office would like to do a Facebook page to help keep customers informed as to flushing, water line breaks, etc.
No decision made at this time.
8. Christmas Bonus.

Motion made by John Barr and approved by Michael Thornton to go to Executive Meeting at 9:35PM.

ROLL CALL IN

John Barr
 Michael Thornton
 Cliff Behrmann
 Bob Buehne
 Maurice Diekemper (Absent)
 Sally Ferguson
 Penny Zimmermann

ROLL CALL OUT

John Barr
 Michael Thornton
 Cliff Behrmann
 Bob Buehne
 Maurice Diekemper (Absent)
 Sally Ferguson
 Penny Zimmermann

Motion made to approve by John Barr and seconded by Michael Thornton.
 Approved by all.

7. Old Business

- a. Application for Area/Bulk Variance and Special Use Permit – American Tower, Inc.
No update. FAA has them slowed down.
- 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.
- c. 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 this Board Meeting. **Scheduling for January 10th, 2018 Meeting.**

8. New Business

- a. Comparison of charges since water rate increase on Feb 15, 2017. See attached chart.
- b. IEPA Log Number 2018-0318-0 – Application for Four-J Subdivision Construction Permit received.

- c. 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.
Get another quote from Yaekel & Associates.
- d. Quote from LOCIS for new software for the utility billing software requirements to replace United Systems program.
- e. Material Bid First of the Year: 2 Automatic Flushing Systems. Possibly a Mixer for one station.

Motion made to adjourn by Sally Ferguson and seconded by Bob Buehne
All approved.

Meeting adjourned at 9:45 PM.

The next regular meeting will be held Wednesday, December 13, 2017 at 6:30 PM at the TTWD office 180 State Rt. 160, Trenton IL 62293.

Minutes taken by: Autumn Schomaker