

MINUTES
7:00 P.M., MAR 27, 2019
Board of Trustees Meeting
Tri-Township Water District (TTWD)
180 State RT 160, Trenton, IL 62293

1. Call to Order. The Tri-Township Water District (TTWD) Board of Trustees Meeting was called to order at 7:00 P. M.

2. Roll Call.

Trustees Present: John Barr, Cliff Behrmann, Maurice Diekemper, Michael Thornton, Penny Zimmerman, and new board member Roddy Riggs.

Trustees Absent: Sally Ferguson

District Personnel Present: Chris Horstmann

District Personnel Absent: Jim Brown, Brent Maschhoff, Don Johannes

1. Introduction of Guests.

None

2. Presentation of Minutes of Last Meeting.

Motion made to approve by Penny Zimmerman and seconded by Maurice Diekemper.
Approved by attending board.

3. Treasurer's Report.

1. Account Balances.

2. Presentation of Bills.

Bills over \$500.00

Schulte Supply (new meters)	\$1,158.30
United Systems (Annual Software Support)	\$2,090.00
Brefeld Gas Company, Inc.	\$ 556.00
Sandberg Phoenix & Von Gontard P.C.	\$2,871.69 <i>(Trenton Dispute)</i>

Motion made to approve by Michael Thornton. Motion seconded by Penny Zimmerman. Approved by all attending board members.

c. Approval of Order of Disbursements.

Schulte Supply (new meters)	\$1,158.30
United Systems (Annual Software Support)	\$2,090.00
Brefeld Gas Company, Inc.	\$ 556.00
Sandberg Phoenix & Von Gontard P.C.	\$2,871.69 (<i>Trenton Dispute</i>)

Motion made to approve by Penny Zimmerman. Motion Seconded by Michael Thornton. Unanimously approved by all attending board members.

3. Budget.

- Request to have the past 2-3 years of water loss broken down by month added to the excel spread sheet for easier comparison.

5. Payment Order #19-270

Motion made to approve by Maurice Diekemper. Motion seconded by John Barr. Unanimously approved by attending board.

6. Current Business:

a. Accountant's Report.

1. Summary of Cash & Reserve Accounts.
 - Phase IV to begin in June 2019. Listed are ideas for new loan.
 - The cost of Phase IV is \$92,000/year.
 - Transfer \$1,755 in Depreciation & Maintenance account beginning May 1, 2019.
 - Life assets \$9,090 annually - \$757.50 monthly
 - Set up new bank account at Bradford Bank and transfer money from Bank of Edwardsville to begin the account. Account will have automatic withdrawal for loan/interest payments.
 - Precise details will be disclosed at loan closing.
 - Maurice Diekemper will follow up with Abby Bacon at USDA in Mt. Vernon.
2. Intergovernmental Contract with City of Highland, SLM, & TTWD. Highland still needs to sign. Need Page 1 and the letter dated Aug 24, 2017 from SLM.

Motion was made by Cliff Behrmann and seconded by Michael Thornton. Approved by all attending board members.

b. Engineering Report.

1. All the required material for Phase IV Loan has been sent to Abby Bacon, USDA, RD.
2. Phase IV Engineering report has been sent to Tony, the State Engineer in Champaign, IL.
3. Right-of-Way docket has been sent to Abby Bacon at R.D.
4. **Engineering Bills for Phase IV**

Design Engineering Bill #3	\$130,006.90
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Right of Way Inv. #1

\$ 14,243.18

- **Lacking 2 easements for the Phase IV.**

Motion made by Penny Zimmermann and seconded by Michael Thornton to pay the Engineering Bills for Phase IV at the time of closing on Phase IV loan. Approved by all attending board members.

c. Attorney's Report.

1. Intergovernmental Agreement with Village of Aviston and Trenton.
2. Letter to Lawyer for City of Trenton, regarding their running a water line for Korte Industrial Park – a 10 lot parcel.
3. All the required material for Phase IV Loan has been sent to Abby Bacon, USDA until the money has been received.
4. Signing of new SLM agreement. Awaiting Abby Bacon, USDA, signature.
 - On Feb 14, 2019 Abby sent the SLM agreement to the USDA lawyers for review along with the Right-of-Way docket and other closing information.
5. Ordinance to change the rates for the Village of St. Jacob and the Village of Pierron at the March 27, 2019 Board Meeting.
 - Move motion on new ordinance to next meeting scheduled in April. Don Johannes will complete preparation of the ordinance.
6. Annexation by Aviston for the A&H Robert Middike Trust property.
7. New Highland/Pierron Fire Department Building. Highland Fire Department to pay Tap on Fee.
8. Complaint for Declaratory Judgment and Injunctive Relief against Defendant, City of Trenton, Illinois.

Motion made by Penny Zimmerman and seconded by Michael Thornton to move forward with the Complaint for Declaratory Judgement and Injunctive Relief.
Attending Board agreed unanimously.

Motion Carried.

d. Operator's Report.

1. Water loss/gain report.
 - Average water loss year to date is 12.2%. Increase in water loss is due to additional flushing last fall 2018
2. Cross Connection Survey – notification was put on billing cards to go to website to fill out the survey. Also handing out in office as people are paying their water bills.
3. Proposed renewal of Certop's Contract which expires April 30, 2019.
 - Maurice Diekemper, John Barr and Chris Horstmann will meet to review contact on April 01, 2019 at 1:00 pm at TTWD office.
4. 2019 Consumer Confidence Report due.

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 March 2019 is 441. March's ACH Deposit was \$23,078.79 on March 15, 2019.
5. February's Credit Card Processing Statement from Paystar shows TTWD received \$3,653.78 in payments.
6. All the required material for Phase IV Loan been sent to Abby Bacon, USDA until the money is received.

7. Old Business.

1. Proposal for Resolution to City of Trenton. Sandberg Phoenix & Von Gontard P.C. letter to Attorney for City of Trenton with a proposal for resolution of the current dispute. They (City of Trenton) choose to continue into district.
2. Email stating the City of Trenton will continue with their plans to expand their water lines into the Korte Luitjohan project which is in TTWD district lines. Letter received by Don Johannes confirming the decision.
 - Request that all email correspondence from Don Johannes, John Gilbert and the City of Trenton concerning current dispute be sent/forwarded to all Board Members.

8. New Business.

- a. Comparison of charges since water rate increase on Feb 15, 2017.
- b. Bank Register for O&M account was sent to Madison County Administrator, Kurt Prenzler via regular mail per Board of Trustees.
- c. Chris Hess, Illinois Solar, has started the process.
- d. Notification was put on billing cards concerning new website and Ordinance 10-39 - Rate Increase effective May 1, 2019.
- e. Purchase of additional land for Solar Panels at Buckeye Pump Station
- f. Annexation by Aviston for the A&H Robert Middike Trust property.
- g. Material Bid Price Change by IMCO Supply. Wrong Coppersetter was quoted on original quote.
 - Original bids were opened for the Water line Materials at Last meeting

Schule Supply	\$4,212.90	
IMCO Utility Supply	\$3,546.44	Revised Bid \$4,546.44
Midwest Municipal Supply	\$4,057.88	

Motion was made by Michael Thornton and seconded by Cliff Behrmann to disapprove IMCO Utility Supply as the apparent low bidder for water line materials and issue a purchase order to Midwest Municipal Supply for water line materials as the low bidder. Approved by all attending Board Members

- h. New Budget required by USDA.
 - New Budget due in June.

Motion to adjourn made by Michael Thornton.
Meeting adjourned at 8:30 PM.

The next meeting will be held Wednesday, April 24, 2019 at 7:00 PM at the TTWD Office 180 State Rt. 160, Trenton IL 62293.

Minutes taken by: Office Personnel