

## **MINUTES**

*7:00 P.M., Wednesday April 29, 2020*

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, Maurice Diekemper, Michael Thornton and Penny Zimmerman.

Trustees Absent: Cliff Behrmann and Roddy Riggs

District Personnel Present: None

District Personnel Absent: Brent Maschhoff, Matt Tosh, Chris Horstmann and Donald Johannes

**3. Introduction of Guests.**

- Bill Foppe is unable to attend the April 29<sup>th</sup> meeting. He will attend a meeting once the social distancing has been lifted.

- Brian Albers – Potential replacement for Maurice Diekemper’s Board position.

Motion made by Michael Thornton and seconded by Penny Zimmerman to appoint Brian Albers to the Board of Trustees. Unanimously approved by attending Board.

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

Motion made to approve by Maurice Diekemper and seconded by John Barr. Approved by attending board.

**5. Treasurer’s Report.**

**a. Account Balances.**

**b. Presentation of Bills.**

**Bills over \$500.00**

- Foppe Insurance Agency \$2,092.00 (Paid)
- Firesafety Inc. \$ 664.00
- Schulte Supply (meters) \$3,474.90
- Sandberg Phoenix \$ 628.84
- USDA (RURAL DEVELOPMENT) \$274,008.50 (Auto Debit)
- USDA (RURAL DEVELOPMENT) \$25,122.97 (Paid)

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

**c. Approval of Order of Disbursements.**

- Foppe Insurance Agency \$2,092.00 (Paid)
- Firesafety Inc. \$ 664.00
- Schulte Supply (meters) \$3,474.90
- Sandberg Phoenix \$ 628.84
- USDA (RURAL DEVELOPMENT) \$274,008.50 (Auto Debit)
- USDA (RURAL DEVELOPMENT) \$25,122.97 (Paid)

Motion made to approve by John Barr and seconded by Maurice Diekemper. Approved by all board members.

**d. Budget.**

**e. Payment Order #20-283**

Motion to approve made by Maurice Diekemper and seconded by Michael Thornton.  
Approved by all board members.

**6. Current Business:**

**a. Accountant's Report.**

- Summary of Cash & Reserve Accounts.
- Krehbiel & Associates Audit paperwork.

**b. Engineering Report.**

**1. Phase IV Pay Request**

- Contract A - C & S Companies Payment #5 **\$74,567.40**

▪ Contract B - Caldwell Tanks Payment #5	\$
▪ Brown & Roberts, Inc. Contract A Observation Bill #5	\$ 4,305.80
▪ Brown & Roberts, Inc. Contract B Observation Bill #7	\$ 3,040.70
▪ Brown & Roberts, Inc. Clinton County Line/Commerce Drive. Watermain extension.	\$ 1,288.70
▪ Brown & Roberts, Inc. Arkansas/Buckeye Rd. Booster Pumping Station Chloramine Equip	\$ 851.20

Motion made to approve Phase IV pay request by Michael Thornton and seconded by Maurice Diekemper. Approved by all board members.

**2. Percentages completed for each Project as follows:**

- Contract A – Watermains  
96.0 % of work is completed - Reclamation only item left to complete. Substantial Completion (11/26/2019) – 180 days of 180 days used = 100.0 % used – watermains installed and operating / project substantially complete. Final Completion (3/25/2020) – 300 days of 300 days used – 100%
- Contract B – Tank  
Approx. 96% of work is completed thru 4/22/2020. Remaining work (site reclamation, value pit grating, tank access road and fence) expected to be completed by final completion date. Substantial Completion (2/24/2020) - 270 days of 270 days used = 100% used – project considered substantially complete on time. Final Completion (5/24/2020) = 328 days of 360 days used – 91.1%.

3. New Water Tank Painting Budget
4. As Built Drawings of existing subdivisions.
5. Drainage problems at new tank site.
6. Running an 8” Watermain from County Line Road, North of Route 50 to commerce Park, (Trenton Dispute) Application for IEPA Permit has been sent in.
7. Review of proposed Harvest View Acres Subdivision 13408 St. Rose Road Highland, IL.

**c. Attorney’s Report.**

1. TTWD – Highland Emergency Master Meter. (Revised)
2. TTWD – St. Rose WD Emergency Master Meter. (Revised)
3. City of Trenton has installed water lines at the Boundary Dispute site.
4. Offer Trenton an Intergovernmental Agreement similar to Highland’s and New Baden’s Wesclin School District agreements.

**d. Operator's Report.**

1. Water loss/gain report.
2. Ron Deien would like a Tap at 708 Oak Street in Trenton.
3. Julie locate – start locating 50 ft north of Cul-De-Sac and locate 100 ft on both sides of North Gate Sub-Division Road and continue south for 400 ft to New Highway 50.

**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 April 2020 is 472. April's ACH Deposit was \$24,527.60 on April 15, 2020.
5. March's Credit Card Processing Statement from Paystar shows TTWD received 78 transactions totaling \$5,107.45 in payments.
6. Office personnel pay raises.

Motion made by Michael Thornton to raise all Office personnel hourly rate by \$1.00 starting on May 1, 2020. Seconded by Maurice Diekemper. Approved by attending board.

**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 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. *Restraining Order to stop construction has been issued.*

**8. New Business**

1. Comparison of charges since water rate increase on May 1, 2019.
2. Comparison of charges for Clinton County Cooperative since changing to solar.
3. Comparison of charges for Wolf House since changing to solar.
4. Comparison of SLM and Certop Readings.
5. Court setting the final pretrial conference for 9/2/20 and bench trial for 9/14/20 in Benton, IL regarding City of Trenton.
6. Meeting with Village of Aviston after 1<sup>st</sup> of year.
7. Wisper is inquiring about rental of new Water Tower.
8. Clinton County Electric will install a power pole at the Route 160 driveway for approximately \$700. Cost per month would be \$5.50.

9. Loyd Electric & AG Supply, LLC has completed the new light fixtures in the warehouse and office. They have corrected problems both inside and outside the building.
10. Maurice Diekemper's letter of Resignation effective April 30, 2020.
11. We will need to change the Bond & Interest deposit from \$18,000 to \$20,000 per vendor bill day.
  - Board agreed to transfer \$20,000 to Bond & Interest per vendor bill day.
12. We will need to transfer \$757.50 monthly into Bradford's Smart Business Checking account to cover the principal due on the Construction Loan in 2 years.
  - Board agreed to transfer \$757.50 per month starting after closure of Phase IV and continue until \$90,900 is reached.
  - Board notes that a \$1,755 deposit was already being deposited into Depreciation & Maintenance account.

Motion made to adjourn by Penny Zimmerman.

Meeting adjourned at 9:27 PM.

The next meeting will be held Wednesday, May 20, 2020 at 7:00 PM at the TTWD Office 180 State Route 160, Trenton IL 62293.

**Minutes taken by:** Penny Zimmerman  
TTWD Board of Trustee