

MINUTES  
7:00 P.M., July 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:** Nate Janini, Bryan Albers, Penny Zimmerman, Michael Thornton, John Barr, Cliff Behrmann, Roddy Riggs

**Trustees Absent:**

**District Personnel Present:** Don Johannes

**District Personnel Absent:** Chris Horstmann, Matt Tosh, Brent Maschhoff

**3. Introduction of Guests. NONE**

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

Motion made to approve by Michael Thornton and seconded by Penny Zimmerman. Unanimously approved by attending board.

**5. Treasurer's Report.**

**a. Account Balances.**

**b. Presentation of Bills.**

**Bills over \$500.00**

- Certop	\$1,225.00
- CSX	\$ 539.50
- Donald Johannes	\$1,680.00
- Loyd Electric & Ag Supply LLC	\$1,048.00
- Loyd Electric & Ag Supply LLC	\$2,624.00

Motion made to approve by Cliff Behrmann. Motion seconded by Penny Zimmerman. Unanimously approved by attending board.

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

- Certop	\$1,225.00
- CSX	\$ 539. 50
- Donald Johannes	\$1,680.00

- **Loyd Electric & Ag Supply LLC           \$1,048.00**
- **Loyd Electric & Ag Supply LLC           \$2,624.00**

Motion made to approve payments by Cliff Behrmann. Motion seconded by Michael Thornton. Unanimously approved by attending board.

**d. Budget.**

**6. Payment Order #20-286**

**7. Current Business.**

**a. Accountant's Report.**

1. Summary of Cash & Reserve Accounts.
2. Krehbiel & Associates Audit Paperwork.
3. Phase III is fully funded. We no longer need to transfer the \$615 into the Bradford Reserve Savings Account.
  - \$757.50 Will now be transferred into the Bradford Reserve Savings Account instead of the Bradford Smart Business Checking Account to fund the interest of Phase IV totaling \$90,900. This will be due in 10 years.

**b. Engineering Report.**

**1. Phase IV Pay Request #11**

- **Contractor's Pay-Watermain - estimate #7 – Contract A   \$23,201.71**  
*Substantial Completion Forms Partial A & B*

Motion was made by Michael Thornton to approve Contract A minus the disputed amount of \$300 for an incorrect saddle. Motion seconded by Bryan Albers. Unanimously approved by attending board.

- **Contractor's Pay – Water Tank – Estimate #7 Contract B   \$47,495.00**  
*CONTRACT B – WATER TANK - Change Order #1 – FINAL*  
➤ Questioning the \$3,500 charge that was quoted between \$2,500-\$3,000
  - TTWD Offered \$2,750 to Settle*CONTRACT B – WATER TANK – Substantial Completion Form*

Motion was made by Penny Zimmerman to approve Contract B with the deductions noted on change order #1 for Contract B. Motion seconded by Nate Janini. Unanimously approved by attending board.

- **Brown & Roberts, Inc Design Inv. #5 - Contract   \$ 6,148.42**

Motion was made by Penny Zimmerman to approve Brown & Roberts Invoice #5. Motion seconded by Cliff Behrmann. Unanimously approved by attending board.

▪ **Brown & Roberts, Inc C & I Inv. #9 - Contract B**

**\$ 2,095.50**

Motion was made by Nate Janini to approve Brown & Roberts Invoice #9. Motion seconded by Bryan Albers. Unanimously approved by attending board.

2. Contract A (Watermains) is complete, except for some possible minor clean-up and valve box issues to be addressed in the Fall, but District is still HOLDING \$5,000.00 in retainage from the contractor if they do not address.
3. Contract B (Tank) will be finalized out and all payments issued after the \$2,750 change order for the coupling.
4. As Built Drawings of existing subdivisions.
5. Proposed Harvest View Acres Subdivision 13408 St. Rose Road Highland, IL is **on hold** currently.
6. Bellm-Iberg Road area – agreement with City of Highland.
7. Copy of Tri-Township WPMA 349 New FCC License received for new elevated tank.
8. Verification of 4” & 8” line distance in the Trenton Dispute.

**c. Attorney’s Report.**

1. TTWD – Highland Emergency Master Meter (Revised).
2. TTWD – St. Rose WD Emergency Master Meter (Revised).
3. Offer Trenton an Intergovernmental Agreement Similar to Highland’s and New Baden’s Wesclin School District Agreements.
4. Effective July 15, 2020 the Reappointment of Mike Thornton & Roddy Riggs has been Accomplished per Roddy Riggs.
5. Effective July 15, 2020 Nate Janini has been Appointed as Sally Ferguson’s Replacement with the help of Roddy Riggs.

**d. Operator’s Report.**

1. Water Loss/Gain Report Still Too High.
2. Ron Deien is Having Second Thoughts About a Tap at 708 Oak Street. All is On Hold.
3. New Panasonic Toughbook for Meter Readings.
4. SLM Master Meter Testing.
5. Trenton Dispute, Flow Rates, Flushing Hydrants and Fire Hydrants.
  - Trenton is permitted to use TTWD’s lines for emergency fire protection but not to service our customers.

**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 July 2020 is 480. July's ACH Deposit was \$33,080.00 on July 15, 2020.
5. June's Credit Card Processing Statement from Paystar shows TTWD received 71 Transactions Totaling \$4,923.80 in Payments.
6. According to Last Month's Minutes we are to Start Late Fees and Disconnections Again Beginning July 1, 2020.
7. Letters were sent to Water Accounts that are 2-5 Months Behind Advising Them That Late Fees and Disconnection Resume this Month.
  - TTWD Office to Contact Customers on Monday August 3, 2020 regarding cutoff date per Board of Trustees as Wednesday August 5, 2020 if payment has not been received.
  - Board of Trustees will establish an ordinance for customers paying bills delinquent for 30 days.

## 8. 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 Chose to Continue into the 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.*

## 9. 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. The Trial Date was Cancelled Because we Have Agreed to the Evidence for the Judge to Consider. That Evidence (Stipulated Record) is Due by 7/30/20. Both Sides Will Then File Motions for Summary Judgment by 9/15 and then the Judge will Decide the Case. John Gilbert Believes She Will Have a Decision Out by the End of the Year Regarding the City of Trenton.
6. Meeting with Village of Aviston After Settlement of the Trenton Dispute.
  - No movement with Village of Aviston until the Trenton Dispute is resolved.
  - Bryan Albers mentioned the New House Built within TTWD District Boundaries on Russland Rd which will need to be addressed during Aviston Settlement.
7. Wisper Structure Agreement.
  - TTWD must be listed on Wisper's Liability Insurance and receive a copy for their records. Cheyenne spoke with Kyla at Wisper on 7/30/20 who placed a ticket with AJ who oversees the tower rentals regarding the request for Liability Insurance. If no response is provided by 7/31/20 Kyla recommended Cheyenne contact Wisper's office again.
  - Clarification of the Wisper Agreement were recommended by Don Johannes.
    - o Amendments to the existing contract would include the following.

- 10-year contract with one 5-year renewal
  - 48 hr. notice to TTWD for access needed to install any additional antennas over 8
  - 8 antennas are included in the contract for \$100 however, any additional antennas would cost \$30 each
  - \$30 per antenna was determined by the price we charge for the antennas at the Bellm Tank (10 antennas for \$300)
  - Wisper will begin paying for the rental of the new water tower at 180 St. Rt. 160 once the antennas are installed
8. If a Water District Employee Tests Positive or is Quarantined for 14 Days for Covid-19, will it be Paid Time Off?
- Employees must quarantine for 14 days from time of exposure to individual who has tested positive for Covid-19 before returning to work. According to the Family Medical Leave Act all employees who must quarantine due to Covid-19 will receive paid time off as confirmed by our lawyer Don Johannes.
  - The Board of Trustees suggested a thermometer to check employee temperature before returning to work.
9. Will Office Close Again Due to the Increase in Covid-19 Cases?
- Due to the increased number of Covid-19 Cases in the area, the office is to be closed to the public as of July 30, 2020 until further notice per the Board of Trustees.

The next meeting will be held Wednesday, August 26, 2020 at 7:00 PM at the TTWD Office 180 State Rt. 160, Trenton IL 62293.

Motion to adjourn made by Michael Thornton.

Meeting adjourned at 9:15 PM.

Minutes taken by: Office Personnel