

MINUTES

7:00 P.M., May 26, 2021

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: Cliff Behrmann, Bryan Albers, Penny Zimmerman, Michael Thornton, and Nate Janini

Trustees Absent: John Barr, Roddy Riggs

District Personnel Present: Chris Horstmann, Don Johannes

District Personnel Absent: Brent Maschhoff, and Matt Tosh

3. Introduction of Guests. None

4. Presentation of Minutes of Last Meeting.

Motion made to approve by Michael Thornton and seconded by Bryan Albers. Unanimously approved by attending board.

5. Treasurer's Report.

a. Account Balances.

b. Presentation of Bills.

Bills over \$500.00

- **Certop (Inspection for Construction of Harvest View Acres)** \$ 1,117.60
- **Sandberg Phoenix** \$ 1,846.64
- **Frontier Phone (Early Termination Fees)** \$ 710.12
(See New Business #12)
- **Schulte Supply** \$ 934.88

Motion made to approve with the exception of Frontier by Penny Zimmerman. Motion seconded by Nate Janini. Unanimously approved by attending board.

c. Approval of Order of Disbursements.

- **Certop (Inspection for Construction of Harvest View Acres)** \$ 1,117.60
- **Sandberg Phoenix** \$ 1,846.64
- **Frontier Phone (Early Termination Fees)** \$ 710.12
(See New Business #12)
- **Schulte Supply** \$ 934.88

Motion made to approve payments with the exception of Frontier by Penny Zimmerman.
Motion seconded by Michael Thornton. Unanimously approved by attending board.

a. Budget.

6. Payment Order #21-296

Motion made to approve payments by Bryan Albers. Motion seconded by Nate Janini.
Unanimously approved by attending board.

7. Current Business.

a. Accountant's Report.

1. Summary of Cash & Reserve Accounts.
2. Year-End Financial Reports to USDA

b. Engineering Report.

1. As Built Drawings of Existing Subdivisions.
2. Michael Thornton & Nate Janini – Dennis Nagel Easement for St. Rose Interconnect still pending.
 - TTWD Office has Gathered Plat Maps and Nate Janini will deliver to Dennis Nagel.

c. Attorney's Report.

1. Need to Make an Amendment to Ordinance No. 06-01, Section 1, (b) Completion for Water Main Extension.
 - TTWD Will Verify the Ordinance Number with John Barr and will Notify Don Johannes if Corrections are Necessary.
 - Ordinance No. 21 – 42 will be Voted on at the June Board Meeting.
 - Change Contractor to pay \$4,000 Impact Connection Fee plus a \$2,500 Deposit in which the fees for Admin, Attorney, and Engineering will be deducted from the \$2,500 Deposit.
 - The \$4,000 IMP fee for Developers will be non-refundable.
2. Request from Highland-Pierron Fire Protection District for TTWD to allow them to install a radio repeater for their emergency radio communications on our new tower in St Morgan.
3. Don Johannes Will be Retiring the End of December 2021. Don Johannes has Been with Tri-Township since February of 2004.

d. Operator's Report.

1. Water loss/gain report.
2. Link2Site – Modem upgrade requirements and pricing.

- Chris Horstmann spoke with R.E. Pedrotti regarding installation of Modem upgrade. The Price of Installation is not included. R.E. Pedrotti feels that Chris Horstmann will be able to install it himself. He was told TTWD did not need to purchase a new antenna.
 - TTWD Office Responded to Evoqua’s Email Providing the Approval, as Requested by the Board and Chris Horstmann, for the Modem Upgrade with the Exception of the Antenna which is Not Needed.
3. Reminder – everything over \$500 must go out for bid unless an emergency or propriety.
 4. Buckeye/Arkansas Ammonia Pump installation.
 - Chris Horstmann to Begin Working on Pump Installation.
 5. Need to choose a Lab for water testing.
 - IEPA Lab Participation Notice needs filled out, signed, and returned.
 - PDC Laboratories, Inc. Professional Services Agreement Letter.
 - TTWD will Mark No Participation with the EPA.
 - TTWD Office Contacted Both PDC and the IEPA Notifying that Service Agreements Could Not be Signed Until June 2, 2021 and Notes Were Placed on Accounts.

Motion made to approve Water Testing Through PDC Laboratories, Inc. by Michael Thornton. Motion seconded by Penny Zimmerman. Unanimously approved by attending board.

6. Concern Regarding Certop Contracted Services Being Over Budget for Prior Fiscal Year. TTWD Office Looked into Calculations and an Incorrect Baseline for the 2019 – 2020 FY was Used Which Did Not Take into Consideration the Annual Wage Increase. Actual Budget was Met.

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 May 2021 is 504. May’s ACH Deposit was \$28,078.39 on May 17, 2021.
5. April’s Credit Card Processing Statement from Paystar shows TTWD received 77 transactions totaling \$5,332.28 in payments.

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 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 filed.
3. Line extension for interconnect with St. Rose Water District. **Remains On Hold**
Lynnette Schuepbach reporting on easement for her Tap On. Located ½ mile north of St Rose off Bauman Rd.

- Carl Baumann will give an easement.
 - Her suggestion that an option for the extension would be on North side of St Rose Road.
4. The Impact Connection Fee for Developers should be \$4,000.00 to tap into TTWD Watermain which will be Non-Refundable.
 5. Security Camera's Needed Outside Building Due to 3 Incidences.
 - Bids from Pro Alarm and Barcom Security Remain on Hold.
 6. Solar Panels for the Eleveated Tower at 180 St Rt 160, 1044 Summerfield in St. Jacob and Bellm Tank Remain on Hold.

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. Office will be closed to the public indefinitely due to the increase in Covid-19 cases.
6. Easements for Mrs. Lynnette Schuepbach and Carl Baumann Have Been Filed at the Madison County Recorder's Office.
7. Notification of Risk and Resilience Certification Requirement for EPA.
8. IEPA Lab Participation Notice & Invoice.
9. Highland Pistol & Rifle Club Needs to Give TTWD a code so Our Water Operator Can Get Inside the Gate to Flush the Lines.
 - TTWD Office Contacted Highland Pistol & Rifle Club and Lisa the Office Manager Has Communicated with the Office the Code/ Procedures Needed for Certop to Access the Property for Flushing Lines. TTWD Office Communicated this Code to Both Chris Horstmann and Brandon Potthast.
10. New Peripheral Route for City of Highland – Iberg Rd, Bellm Rd, Old Trenton Rd, and Route 160 – TTWD Needs to Obtain a New Easement from Aaron Gelly.
11. Cyber Insurance Quote from Foppe Insurance.
 - TTWD Board is Interested in Cyber Insurance but Requires Additional Details for Approval.
 - TTWD Office Contacted Foppe Insurance and Spoke with Linda. She Said she Would Have a More Detailed Description of Cyber Insurance Quote and What is Covered Emailed to TTWD Office. This Information has Been Forwarded to All Board Members. For any Further Questions, Linda Thought William Foppe Would be Willing to do a Presentation on the Cyber Insurance Policy at the June Board Meeting.
12. Received Bill for \$710.12 from Frontier Phone. Nancy Sadler Called Company. They Said it Was an Early Termination Fee on 3 Lines. We Do Not Have a Signed Contract with Frontier. It Was a Verbal Agreement Back in 2017. Monique Said Renewal Date Was 10/21/20 According to

Frontier. TTWD Had 90 Days to Contact Them for Termination After That Date. Wisper ISP Changed Over the Phone Lines on 4/16/21. John Barr Signed a Letter of Agency and Authorization for Them to Do a Transfer on 2/25/21. Frontier Stated That Letter Was Just for Wisper Not for Them. They Rejected the Letter. John Barr Said Do Not Pay.

13. Election of Board Officers

- President- Nate Janini
- Vice President-Cliff Behrmann
- Secretary-Michael Thornton
- Treasurer-Bryan Albers
- Trustees-Penny Zimmerman, Roddy Riggs, Nate Janini, John Barr

Motion was made by Michael Thornton to approve Nate Janini as the TTWD Board President and Keep All Additional Officer Positions the Same for the Current Term. Motion seconded by Penny Zimmerman. Unanimously approved by attending board.

Roll Call Vote

Bryan Albers-YES

Cliff Behrmann-YES

Michael Thornton-YES

Penny Zimmerman-YES

14. Move Fireplug-Request by Mary Bornert Per Her Neighbor James Trame.
- TTWD Holds Two Current Easements from Trame and is Seeking Additional Easements at this time.

The next meeting will be held Wednesday, June 28, 2021, at 7:00 PM at the TTWD Office 180 State Rt. 160, -Trenton IL 62293.

John Barr on Vacation 20 May – June 1, 2021

Nancy Sadler will be on vacation 27 May – June 8, 2021

John Barr will be on vacation 10 June – 13, 2021

Motion to adjourn made by Penny Zimmerman.

Meeting adjourned at 8:15 PM.

Minutes taken by: TTWD Office Personnel