

# MINUTES

7:00 P.M., March 30, 2022  
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:** Bryan Albers, John Barr, Cliff Behrmann, Nate Janini, Roddy Riggs, Michael Thornton, and Penny Zimmerman.

**Trustees Absent:**

**District Personnel Present:** Chris Horstmann

**District Personnel Absent:** Matt Tosh, John Gilbert and Brent Maschhoff,

**3. Introduction of Guests. None**

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

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

**5. Treasurer's Report.**

**a. Account Balances.**

- Busey Bank FDIC pledge is \$50,000.00 over account balance.

**b. Presentation of Bills.**

**Bills over \$500.00**

- Certop	\$ 558.80
- United Systems	\$ 2,090.00 <i>(Annual Software Support)</i>
- Sandberg Phoenix	\$ 5,881.31
- The Pump Shop	\$ 2,269.59
- Schulte Supply	\$ 1,435.50
- USDA Loans <i>(Auto Debit May 1, 2022)</i>	\$338, 571.74 <i>(Total due)</i>

Motion made to approve by Penny Zimmermann. Motion seconded by Bryan Albers. Unanimously approved by attending board.

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- United Systems	\$ 2,090.00 ( <i>Annual Software Support</i> )
- Sandberg Phoenix	\$ 5,881.31
- The Pump Shop	\$ 2,269.59
- Schulte Supply	\$ 1,435.50
- USDA Loans ( <b><i>Auto Debit May 1, 2022</i></b> )	\$338, 571.74 ( <i>Total due</i> )

Motion made to approve paying by Penny Zimmermann. Motion seconded by John Barr. Unanimously approved by attending board.

## 6. Payment Order #22-306

Motion made to approve order of disbursements by Penny Zimmermann. Motion seconded by John Barr. Unanimously approved by attending board.

### c. Budget.

## 7. Current Business.

### a. Accountant's Report.

#### 2. Summary of Cash & Reserve Accounts.

- Our current deposit of \$40,000 per month into Bond & Interest is fully funding the USDA loans through October 2023.

### b. Engineering Report.

#### 1. As Built Drawings of existing subdivisions.

#### 2. Brown & Roberts email of estimate of district maps.

- \$2,000 - \$3,000 maps in PDF form
- \$6,000 - \$8,000 digital maps
- Table until next meeting. Chris Horstmann will speak with Matt Tosh. Chris already has the valves & Hydrants on GPS.

#### 3. Estimate on St. Rose interconnection by Brown & Roberts.

- Costs to be split with St. Rose.
- Table until we get info from SLM

#### 4. ARPA – Madison County Water Company Funding – Subaward Agreement has been sent.

##### a. Project Estimate from Matt Tosh.

- Go forward with estimate given to ARPA
- Ask about additional generator for office to run telemetry, furnace and lights. No mention at this time.

Motion made by John Barr and seconded by Cliff Behrmann to approve Arkansas/Buckeye Pump Station Improvements at the cost of \$161,000. Unanimously approved by attending board.

b. Resolution No 22430 – needs signed.

**ROLL CALL VOTE:**

Bryan Albers	Aye
John Barr	Aye
Clifford Behrmann	Aye
Nathan Janini	Aye
Roddy Riggs	Aye
Michael Thornton	Aye
Penny Zimmermann	Aye

Motion made by Penny Zimmerman to approve Resolution No. 22430 and seconded by Bryan Albers. Unanimously approved by attending board.

**c. Attorney's Report.**

- Meditation for TTWD v Trenton dispute.
  - Trenton's proposal.
  - TTWD'S proposal
- Another Mediation meeting scheduled for April 13, 2022

**d. Operator's Report.**

1. Water Loss/Gain Report.
2. THM Avg
3. New Contract

Motion for Executive Session by Cliff Behrmann.

Executive Session

Motion to exit Executive Session by Roddy Riggs and seconded by Penny Zimmerman.

- Tabled until next Board Meeting.

**e. Office Staff Report.**

1. Consumption report.
2. Customers using over 50,000 consumption report.
3. Sally's Zero Users report.
4. Total number of ACH Customers for Mar 2022 is 527. Mar's ACH Deposit was \$30,083.28 on Mar 15, 2022.
5. Feb's Credit Card Processing Statement from Paystar shows TTWD received 75 transactions totaling \$6,405.20 in payments.
6. Personnel Policy - Rules and Regulations - Employee Salaries – Health Insurance. Personnel Handbook is being created by our Board of Trustees. Completed.
  - Michael Thornton to send digital copy to Office Manager. Copies to be made for each employee. Sign & put in personnel file.
7. Can Bank trips be raised to \$10.00 per trip due to the increasing gas prices.

Motion made by Penny Zimmerman to approve Bank trip price. Motion seconded by Bryan Albers. Unanimously approved by attending board.

**8. Old Business.**

1. TTWD Office will be closed to the public indefinitely due to the increase of variances in Covid-19 cases.
  - a. Do we have a date to open the office to the public? June 1?
- The Tri-Township office will re-open to the public on Monday, June 6, 2022 per the Board of Trustees.

**9. New Business.**

1. Comparison of SLM and Certop Readings.
  - Rate increase 14.6%
  - Last bulk rate increase for TTWD was Dec 2013
2. Status of Email from Abby Bacon, USDA regarding disbursement of last bit of money from loan 06. Outline the project, show a summary of cost, etc. The outline of project should come from Engineer or Board President per Abby Bacon.

3. Filed Claim against Ameren Illinois regarding storm damaged which made pumps at Wolf House inoperable during recent Power Surge.
  - Letter denying claim arrived in mail on 3/31/2022.
4. Harvest View Acres – punch list. Concrete around valve boxes.
  - See if valve boxes are still in alignment.
5. Used refrigerator to replace the one in warehouse for sale by Kevin & Teresa Haas for \$181.44.
  - Board voted and approved using money from scrap material to buy the fridge.
6. Increase in cost of material for water Taps. Old & new price on Service order Invoice.
  - Ordinance needed to raise price of Water Tap to \$4,000.
    - Send copy of last price increase Ordinance Number 19-39 to our new lawyer, John Gilbert as a guide.
7. **Material Bid.**

**Schulte Supply - \$1,524.00**  
**IMCO - \$1,579.44**

Motion made by Penny Zimmerman to accept Schulte Supply as the apparent low bidder.  
Seconded by Michael Thornton. Unanimously approved by attending board.

The next meeting will be held Wednesday, April 27, 2022 at 7:00 PM at the TTWD Office 180 State Rt. 160, Trenton IL 62293.

Motion to adjourn made by Penny Zimmerman.  
Meeting adjourned at 8:55 pm.  
Minutes taken by: Office Personnel.