

MINUTES
October 26, 2022, 7:00 PM
Board of Trustees Meeting
Tri-Township Water District (TTWD)
180 St 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 PM.

2. **Roll Call**

Trustees Present: Bryan Albers, Cliff Behrmann, Nate Janini, Roddy Riggs, Michael Thornton and Penny Zimmerman.

Trustees Absent: John Barr

District Personnel Present: Chris Horstmann

District Personnel Absent: John Gilbert, Brent Maschhoff, & Matt Tosh.

3. **Introduction of Guests**

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

Motion made to approve minutes 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

Brefeld Gas Company, Inc. (Propane for office)	\$1,243.75
Lou Fusz Ford (Repairs bill from 6/7/2022)	\$1,436.24
Schulte Supply (Bid materials approved 9/28/2022 Paid)	\$2,931.57
USA Bluebook (Chemicals, supplies & Hach 12% surcharge)	\$ 508.93
Schmidt's Troy Garage Door (New rollers, cables, lift & labor)	\$ 566.25

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

c. Approval of order of Disbursements:

Monthly bills over \$500.00

Brefeld Gas Company, Inc. (Propane for office)	\$1,243.75
Lou Fusz Ford (Repairs bill from 6/7/2022)	\$1,436.24
Schulte Supply (Bid materials approved 9/28/2022 Paid)	\$2,931.57
USA Bluebook (Chemicals, supplies & Hach 12% surcharge)	\$ 508.93
Schmidt's Troy Garage Door (New rollers, cables, lift & labor)	\$ 566.25

Motion made to approve order of disbursements by Penny Zimmerman. Motion seconded by Roddy Riggs. Unanimously approved by attending board.

d. Payment Order #22-313

Motion made to approve payment order #22-313 by Penny Zimmerman. Motion seconded by Roddy Riggs. Unanimously approved by attending board.

e. Budget

- Research the cost of a surge suppression system for Wolf House.

6. Current Business

a. Accountant's Report

1. Summary of cash & reserve accounts.
2. Krehbiel & Associates letter of resignation
3. Annual audit for 2022 will be conducted on November 1, 2022
 - Reach out to additional accounting firms for proposals.

b. Engineering Report

1. ARPA – Madison County Water Company Funding – Subaward agreement has been sent.
 - Project estimate from Matt Tosh.
 - Pending getting work accomplished

2. Mapping of existing water system (#22-067) including additional work – convert old plans (Phase I-IV) to PDF format
 - Mapping should be complete 90-120 days.

c. **Attorney's Report** - Nothing currently

d. **Operator's Report**

1. Water Loss/Gain Report.

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 October 2022 was 536. October's ACH deposit was \$38,877.44 on October 17, 2022.
5. September's credit card processing statement from Paystar shows TTWD received 101 transactions totaling \$9,550.37 in payments.

7. Old Business

8. New Business

1. Comparison of SLM and Certop readings.
2. Generators have arrived for the office and tank project. Bryan Albers will be scheduling installation.
3. Excel Solar cannot confirm a completion date for Wolf House repairs due to back ordered parts.
4. Board meeting dates for 2023.
5. United Systems upgrade information.
 - a. Motion made by Penny Zimmerman to approve United Systems software update. Seconded by Roddy Riggs. Unanimously approved by attending board.
6. Bid tabulations for materials.

Motion to approve Schulte Supply as apparent low bidder. Motion made by Bryan Albers and seconded by Penny Zimmerman. Unanimously approved by attending board.

The next meeting will be held Wednesday, November 16, 2022 at 7:00 PM at the TTWD Office 180 State Rt. 160, Trenton IL 62293.

Motion to adjourn made by Roddy Riggs.

Meeting adjourned at 7:40 PM.

Minutes taken by: Penny Zimmerman.