

**MINUTES**  
**December 14, 2022, 6:00 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 6:00 P. M.

2. **Roll Call**

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

**Trustees Absent:** None

**District Personnel Present:** Matt Tosh

**District Personnel Absent:** Chris Horstmann, John Gilbert, Brent Maschhoff.

3. **Introduction of Guests**

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

Motion made to approve minutes by Penny Zimmerman 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**

Schulte Supply (New Meters)	\$1,506.00
Schulte Supply (New Meters)	\$1,512.00
Schulte Supply (New Meters)	\$1,512.00
CodeRed Onsolve (Annual Renewal)	\$ 814.50
Pfeffer Electrical Contracting Inc,	\$ 830.00
TurfGator (Annual Renewal) (Pre-Pay Amount)	<b>Bid Out</b>
Certop (Water Operator as Needed)	\$ 702.00
Brown & Roberts (Update System Maps #2022-067)	\$2,663.15

Michael Thornton made motion to approve all payments except TurfGator (Bid out). Motion seconded by Cliff Behrmann. Unanimously approved by attending board.

**c. Approval of order of Disbursements:**

Monthly bills over \$500.00

Schulte Supply (New Meters)	\$1,506.00
Schulte Supply (New Meters)	\$1,512.00
Schulte Supply (New Meters)	\$1,512.00
CodeRed Onsolve (Annual Renewal)	\$ 814.50
Pfeffer Electrical Contracting Inc,	\$ 830.00
TurfGator (Annual Renewal) (Pre-Pay Amount)	<b>Bid Out</b>
Certop (Water Operator as Needed)	\$ 702.00
Brown & Roberts (Update System Maps #2022-067)	\$2,663.15

Motion made to approve order of disbursements (except TurfGator) by Penny Zimmerman. Motion seconded by Cliff Behrmann. Unanimously approved by attending board.

**d. Payment Order #22-315**

Motion made to approve payment order #22-315 by Penny Zimmerman. Motion seconded by Cliff Behrmann. Unanimously approved by attending board.

**e. Budget**

**6. Current Business**

**a. Accountant's Report**

1. Summary of cash & reserve accounts.

**b. Engineering Report**

1. ARPA – Madison County Water Company Funding – Subaward Agreement has been sent.
  - Matt Tosh to check on ARPA agreement and timeframe to complete project.
2. Mapping of existing water system (#22-067) including additional work – Convert old plans (phase I-IV) to PDF format
  - Scanning of system mapping complete.
  - Matt Tosh will send a PDF file of system mapping to Chris Hortmann for review.

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

d. **Operator's Report**

1. Water Loss/gain report.

e. **Office Staff Report**

1. Consumption report. Not available
2. Customers using over 50,000 consumption report. Not available
3. Sally's zero users report. Not available
4. Total number of ACH customers for December 2022 was 546.  
December's ACH deposit was \$37,809.98 on December 15, 2022.
5. November's credit card processing statement from Paystar shows TTWD received 95 transactions totaling \$8,440.61 in payments.

**7. Old Business**

**8. New Business**

1. Comparison of SLM and Certop readings.
2. Tank inspection update.
  - Matt Tosh suggested we look at an EPA grant for repair of the Summerfield tank. Matt Tosh noted that the grant application process can take up to 6–9-months.
  - Matt Tosh will price a new tank for the Summerfield location.
3. TurfGator annual renewal.
  - Open bids for annual lawn care service.
4. Accounting firm's proposals.

Motion to approve C.J. Schlosser as new accounting firm. Motion made by Bryan Albers and seconded by Cliff Behrmann. Unanimously approved by attending board.

**5. Bids for tree removal at Summerfield location.**

- SLM Water Commission to pay ½ the cost of tree removal.

Motion to approve Roots Tree Service as apparent low bidder for tree removal at Summerfield Road location. Motion made by Penny Zimmerman and seconded by John Barr. Unanimously approved by attending board.

**6. Bids to bore under Highland Road for water tap.**

Motion to approve Korte-Luitjohan as apparent low bidder for Reilson bore. Motion made by Roddy Riggs. Unanimously approved by attending board.

The next meeting will be held Wednesday, January 25, 2023 at 7:00 PM at the TTWD Office 180 State Route 160, Trenton, IL 62293.

Motion to adjourn made by Penny Zimmerman.

Meeting adjourned at 6:33 PM.

Minutes taken by: Michael Thornton and Penny Zimmerman.