

# MINUTES

7:00 P.M. JULY 20, 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, Nate Janini, Roddy Riggs, Michael Thornton, and Penny Zimmerman.

**Trustees Absent:** Cliff Behrmann

**District Personnel Present:** Chris Horstmann.

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

**3. Introduction of Guests. None**

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

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

**5. Treasurer's Report.**

**a. Account Balances.**

**b. Presentation of Bills.**

**Bills over \$500.00**

Cady ( <i>Tower Leak #2</i> )	\$5,435.38 PD
Schulte ( <i>Tap Material</i> )	\$ 907.24 PD

Motion made to approve by Michael Thornton. Motion seconded by John Barr. Unanimously approved by attending board.

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

## Monthly Bills over \$500.00

Cady ( <i>Tower Leak #1</i> )	\$5,435.38 PD
Schulte ( <i>Tap Material</i> )	\$ 907.24 PD

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

### **d. Payment Order #22-310**

Motion made to approve order of disbursements by Michael Thornton. Motion seconded by Bryan Albers. Unanimously approved by attending board.

### **e. Budget.**

## **6. Current Business.**

### **a. Accountant's Report.**

1. Summary of Cash & Reserve Accounts.
  - Depreciation money was spent for Tank Repairs & Meters.
  - Set up new account that earns more interest and add the Tower Rental money into that account.

### **b. Engineering Report.**

1. Estimate on St. Rose interconnection by Brown & Roberts. -
  - Table until we get info from SLM – Still pending.
2. ARPA – Madison County Water Company Funding – Subaward Agreement has been sent.
  - Project Estimate from Matt Tosh.
  - Pending getting work accomplished
1. Mapping of Existing Water System (#22-067) including **Additional Work – Convert Old Plans Phase I-IV to PDF Format**
  - Matt Tosh has started working on the project. He is awaiting approval of the Additional Work – Convert old Phase I-IV to PDF Format by the Board of Trustees.
    - This portion is on hold for now.
    - Certop already has GPS for valves and meters. Nancy Sadler spoke with Chris Horstmann and he can add the hydrants after TTWD does flushing in August and September (maybe a bit later). He can share his data with Matt Tosh to help the process.
    - Nancy Sadler also emailed Matt Tosh with Board's questions about does his fees include the valves, meters and hydrants. She will refer his answer to the Board Members.

c. **Attorney's Report.** John Gilbert

d. **Operator's Report.**

1. Water Loss/Gain Report. NONE – Bills not printed yet.

e. **Office Staff Report.**

1. Consumption report. None – Bills not printed yet
2. Customers using over 50,000 consumption report. None - Bills not printed yet.
3. Sally's Zero Users report. None - Bills not printed yet.
4. Total number of ACH Customers for July 2022 is 535. July's ACH Deposit is \$43,269.30 on July 15, 2022.
5. Due to new price increase, TTWD's Permanent increase to the ACH Nacha File for Busey Bank has been accomplished.
6. June's Credit Card Processing Statement from Paystar shows TTWD received 79 transactions totaling \$5,443.37 in payments.
7. Nancy Sadler will be resigning on Aug 31, 2022.

**7. Old Business.**

**8. New Business**

1. Comparison of SLM and Certop Readings.
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.
  - Plan in progress
    - Generator Bids

**1. Guarantee Electric Company**

Natural Gas Base Bid (Tower) \$19,775.00  
Natural Gas Base Bid (Office) \$27,760.00

**2. Pfeffer Electric**

Base Bid (Office) \$17,900.00  
Alternate Bid (Water Tower) \$14,150.00

**3. Oakley Services, Inc**

Option A (Water Tower) \$23,106.00  
Office \$20,332.92

Motion made by Bryan Albers to accept **Pfeffer Electric** as the apparent low bidder. Seconded by Roddy Riggs. Unanimously approved by attending board.

- Mapping by Brown & Roberts
- Remaining funds against the loan.

- Approval Paperwork from USDA ready for signature.
  - Nate Janini has signed and it was emailed to Abby Bacon on 7/19/2022
- 1. Foppe Insurance Claim Representative is Kristi Lingas. Claim number is 300-0353387-2022
  - Kristi said second check is on the way. **Received 7/18/2022.**
- 2. Debit cards expire in October, 2022. According to Busy Bank, Nate Janini and Bryan Albers will need to go into Busey Bank to change cards to their names. Limit can be increased to \$150 at that time. Lobby closes at 4:00 pm.
  - Bryan Albers got his card taken care of at the drive-up window. Card will be sent to the office.

The next meeting will be held Wednesday, August 31, 2022 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 8:07 pm.

Minutes taken by: Office Personnel.