

MINUTES

7:00 P.M., Wednesday September 27, 2017

Board of Trustees Meeting
Tri-Township Water District (TTWD)
180 State RT 160, Trenton, IL 62293

1. Call to Order.

2. Roll Call.

Trustees present: John Barr, Robert Buehne, Maurice Diekemper, Sally Ferguson, Penny Pinkstaff, and Michael Thornton.

Trustees absent: Cliff Behrman

District personnel attending: Donald Johannes

3. Introduction of Guests.

None

4. Presentation of Minutes of Last Meeting.

Motion made to approve by Sally Ferguson and seconded by Maurice Diekemper.
Approved by all.

5. Treasurer's Report.

a. Account Balances.

b. Presentation of Bills.

Bills over \$500.00

- USA Blue Book	\$700.02
- Schulte Supply, Inc	\$2290.00 (Maintenance Renewal Contract #24397)

Motion made to approved by Maurice Diekemper & seconded by Michael Thornton. Approved by all.

c. Approval of Order of Disbursements.

Monthly Bills over \$500.00

- USA Blue Book	\$700.02
- Schulte Supply, Inc	\$2290.00 (Maintenance Renewal Contract #24397)

Motion made to approve by Maurice Diekemper and seconded by Penny Pinkstaff.
Approved by all.

d. Budget. –

Motion to approve made by Sally Ferguson and seconded by Michael Thornton.
Unanimously approved.

1. Tax Error will be corrected.

e. Payment Order #17-252

Motion to approve made by Maurice Diekemper and seconded by John Barr.
Unanimously approved.

4. Current Business:

a. Accountant's Report.

1. Summary of Cash & Reserve Accounts.
2. Financial Study for Phase 4 - the Aviston and Sugar Creek Township upgrades.

b. Engineering Report.

1. Appraise TTWD water lines to serve Aviston Subdivision on Russland Road.
No updates
2. Report from Matt Tosh concerning Trestle Road CSX RR Permit status.
Consult with Don Johannes about legal consultation on how to address and document this project.

c. Attorney's Report.

- Intergovernmental Agreement with Village of Aviston.
 - a. **No Updates. John Barr going to contact.**
- Intergovernmental Agreement with City of Highland.
- Letter to SLM regarding Intergovernmental Agreement with City of Highland.
 - a. **Intergovernmental Agreement between SLM & TTWD revised and signed 9/27/2017. Penny Pinkstaff will be taking to SLM to be signed.**

d. Operator's Report.

1. Water loss/gain report.
2. Village of Pierron master meter – check accuracy?
3. Village of St. Jacob – Meter estimated?
4. Possible Leak in Southern part of the District.

- a. Water loss being investigated starting 9/28/2017 per Chris Horstmann.
- 5. Progress on decision to replace Thole Ag meter with a 1" meter.

(Thole Ag's meter at 5107 Lee Rd only read 390 gal used instead of the regular 140,000 – 150,000 gal. Meter was changed 8/29/2017. Their bill should have been over \$1,000 instead of \$36. Mrs. Thole called and had the office check it out.)

e. Office Staff Report.

- 1. Consumption report.
- 2. Customers using over 50,000 consumption report.
- 3. Zero Users report. **48 People**
- 4. Total number of ACH Customers for September 2017 is 403. September's ACH Deposit was \$25,882.97 on September 15, 2017.
- 5. Paystar for Debit/Credit Cards running smoothly. August Processing Statement shows TTWD received \$1,037.56 in payments.
- 6. Laptop or tablet needed for Autumn to take notes at the Board Meetings. (per Nancy)

Limit \$500/or less for Laptop or Tablet.

Motion made to approve by Robert Buehne, seconded by Maurice Diekemper.
Unanimously approved.

5. Old Business

- a. Application for Area/Bulk Variance and Special Use Permit – American Tower, Inc.
No update. FAA has them slowed down.
- b. United Systems is raising the Hardware Basic Service Agreement from a yearly fee of \$1,385 to a monthly fee of \$450 when the current contract runs out on Feb 28, 2018.
Consult with United Systems about what additional services are offered with the significant price increase. Discount for Pre-Payment? Request itemized bill. (Next meeting have record of money spent with United Systems from previous years).

6. New Business

- a. Comparison of charges since water rate increase on Feb 15, 2017. See attached chart.
- b. Proposed Bill from Julie to be invoiced in January, 2018. (\$758.14)
- c. Letter from Law Offices of REED and BRUHN, P.C. regarding injury to Russell Rendleman at 116 Parkview Drive, Trenton, IL due to loose water meter cover. Letter should have gone to City of Trenton Water Dept., Kurt Wehrle. Kurt was called to notify him, plus Connor Barr called the law offices notifying them they sent letter to wrong Water Company.

Motion made to adjourn by Michael Thornton and seconded by Sally Ferguson.
All approved.

Meeting adjourned at 8:10PM.

The next regular meeting will be held Wednesday, October 25, 2017 at 7:00 PM at the TTWD office 180 State Rt. 160, Trenton IL 62293.

Minutes taken by: Autumn Schomaker