

MINUTES
January 29, 2025, 7:00 PM
Board of Trustees Meeting
Tri-Township Water District (TTWD)
180 IL-160, Trenton, IL 62293

1. **Call to Order** - The Tri-Township Water District (TTWD) Board of Trustees Meeting called to order at 7:00 PM.

2. **Roll Call**

Trustees Present: Bryan Albers, Charlie Becherer, Cliff Behrmann, Nate Janini, Tony Miles, Michael Thornton, Penny Zimmerman

Trustees Absent:

District Personnel Present: Chris Horstmann

District Personnel Absent: John Gilbert, Kevin Tepen, Matt Tosh

3. **Introduction of Guest(s)**

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

Charlie Becherer made the motion to approve minutes. Motion seconded by Bryan Albers and unanimously approved by the attending board.

5. **Treasurer's Report**

a. **Account Balances**

b. **Presentation of Bills**

Bills above \$500.00

Alberternst Lawn Care LLC – Snow & ice removal 1/6 – 1/10	\$ 1,600.00
Auto-Owners Insurance – Annual insurance premium	\$ 18,738.71
Brefeld Gas Company Inc. – Propane for office & generators	\$ 1,158.13
ESI – Valve - rebuild, repair, labor & travel	\$ 3,871.10
Generator Express – Repair and maintenance of office generators	\$ 570.00
JULIE – Annual renewal	\$ 1,055.80

Penny Zimmerman made the motion to approve bills over \$500.00. Motion seconded by Michael Thornton and unanimously approved by the attending board.

c. Approval of order of Disbursements:

Monthly bills above \$500.00

Alberternst Lawn Care LLC – Snow & ice removal 1/6 – 1/10	\$ 1,600.00
Auto-Owners Insurance – Annual insurance premium	\$ 18,738.71
Brefeld Gas Company Inc. – Propane for office & generators	\$ 1,158.13
ESI – Valve - rebuild, repair, labor & travel	\$ 3,871.10
Generator Express – Repair and maintenance of office generators	\$ 570.00
JULIE – Annual renewal	\$ 1,055.80

Motion made to approve the order of disbursements by Penny Zimmerman. Motion seconded by Cliff Behrmann and unanimously approved by the attending board.

d. Payment Order #25-341

Motion made to approve payment order #25-341 by Cliff Behrmann. Motion seconded by Michael Thornton and unanimously approved by the attending board.

e. Budget

6. Current Business

a. Accountant's Report

1. Summary of Cash and Reserve Accounts

b. Engineering Report

1. Water Storage Standpipe Rehabilitations #22-237 - Draft IEPA Project Plan
 - Brown& Roberts Plan Information Communication
 - Planning Submittal Checklist
 - Funding Nomination Form – Phase 1 (Summerfield Tank)
 - Funding Nomination Form – Phase 2 (Bellm Tank)

Motion made by Penny Zimmerman to approve Brown & Roberts Alternative #3 for the Water Storage Standpipe Rehabilitations #22-237. Motion seconded by Bryan Albers and unanimously approved by the attending board.

2. Rose Road/Cedar Road Watermain Relocation #25-029
 - Brown & Roberts Preliminary Plan Communication
 - IEPA – Application for Constriction Permit
 - Tri-Township System Map

Motion made by Michael Thornton to relocate the water line at Rose Road/Cedar Road. The Motion seconded by Charlie Becherer and unanimously approved by the attending board.

c. Attorney's Report – Nothing Currently

d. Operator's Report

1. Water Loss/Gain report
2. TTHM – Quarterly report
3. Summerfield and Bellm tower repairs
4. IEPA – Service Line Material Inventory Re-Submission Required

e. Office Report

1. Consumption Report
2. Customers use over 50,000 Consumption Reports
3. Zero User Report
4. The total number of ACH customers for January 2025 was 612. January's ACH deposit was \$45,405.43 on January 15, 2025.
5. December's credit card processing statement from Paystar shows TTWD received 122 transactions totaling \$13,232.57 in payments.

7. Old Business

8. New Business

1. Comparison of SLM and Certop readings
2. Billing software bids – Cloud based quotes.
 - Jayhawk Software
 - Muni-Link
 - United Systems

Motion made by Penny Zimmerman to approve Muni-Link's quote, which aligns with our billing software needs. Motion seconded by Bryan Albers and unanimously approved by the attending board.

3. Lawncare bids 2025 – 2027

- Albertnerst Lawncare – No bid
- Emerald Edge Lawns – \$1,405.00
- GrassMasters – \$930.00
- Turf Gator – \$1055.00

Motion made by Penny Zimmerman to approve GrassMasters as the apparent low bidder.
Motion seconded by Charlie Becherer and unanimously approved by the attending board.

4. Generator maintenance bids.

- Tabled – Board requested additional bids.

5. Material bids

- Core & Main - \$6,669.00
- IMCO - \$7,118.00
- Midwest Meter – No bid
- Midwest Municipal Supply – \$6,248.10
- Schulte Supply – \$5,990.86

Motion made by Cliff Behrmann to approve Schulte Supply as the apparent low bidder. Motion seconded by Tony Miles.

6. Closed Session, if necessary, for any lawful exemption pursuant to Section 2© of the Illinois Open Meeting Act.

Motion made by Bryan Albers to enter Closed Session. Motion seconded by Michael Thornton and unanimously approved by the attending board.

Time entered Closed Session 8:00 pm.

Motion made by Cliff Behrmann to end Closed Session. Motion seconded by Tony Miles and unanimously approved by the attending board.

Time ended Closed Session 8:19 pm.

The next meeting is Wednesday, February 26, 2025, at 7:00 PM at the TTWD Office
180 IL-160, Trenton, IL 62293.

Motion to adjourn made by Charlie Becherer.

Meeting adjourned at 8:20PM.

Minutes taken by: Penny Zimmerman.