

CARTERVILLE WATER AND SEWER BOARD
March 3, 2016

Minutes of the **regular meeting** of the Carterville Water and Sewer Board meeting held Thursday, March 3, 2016 at 6:03 p.m. in the Water and Sewer Department Conference Room.

Present at the meeting were: Matt Crain and John Geiselman, Water and Sewer Board Commissioners; John Crawford, Crawford and Associates; Garry Wiggs, Public Works Director; Mike Reszczenski, Water Supervisor; Mayor Bradley Robinson; Marc Buatte, WWTP II Operator; Amy Simpson, Billing Clerk; and Mickey Edwards, Secretary.

Delinquent accounts were discussed (**148 accounts delinquent in the amount of \$19,625.94**). *We will be shutting off approximately 90-100 customers tomorrow.*

Motion 1: Geiselman moved and Crain seconded to delay the cutoff of customer delinquent accounts until the Tuesday following our Board meeting. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

The **Rend Lake** bill for **February 2016** was not available for the meeting. We sold 10,858,900 gallons for February and Garry Wiggs indicated that, according to his figures, we received 11,792,036 gallons. Garry Wiggs mentioned that he has been comparing meter readings with our pump station and with Rend Lake's pump station. There have been some large differences in monthly gallons pumped. The Board indicated that we should have our meter calibrated to make sure it is not in our system. Rend Lake calibrated their meter last year. John Crawford will review our figures and we will put this item on the agenda for the April meeting.

Motion 2: Geiselman moved and Geiselman seconded to **approve the minutes** of the February 4, 2016 Regular Meeting as submitted by the Secretary. All voted yea and the Secretary declared the motion carried.

Motion 3: Geiselman moved and Crain seconded to approve the **Treasurer's Report** for the month of February 2016. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Motion 4: Crain moved and Geiselman seconded to approve **payment of the monthly bills** as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Mayor Robinson and Garry Wiggs have been meeting with metering companies about upgrading our system to an **automated meter reading system**. *The company we are dealing with will randomly test meters in our system and will offer a performance bond based on this testing and we will pay for the new system based on our increase in income. This is a turn-key system with no upfront costs. Curt Oetjen also mentioned that we could finance a turn-key system by increasing our bond charge to cover the payment for this system over a ten-year period.*

Motion 5: Crain moved and Geiselman seconded to proceed with the meter testing for an **automated meter reading system** (at no cost to us). A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Garry Wiggs suggested to the Board that the City is interested in selling the current trachoe with trailer to the Water and Sewer Department for \$30,000.00 so that the City can purchase a new trachoe. Both departments use this piece of equipment and it is needed in both departments. The Mayor suggested that we table this and look at every option including cost of used equipment and cost of rental equipment. The State budget problems may cause a shortage for municipalities in the future and the Mayor is concerned about the future. The Board suggested that we table this for further investigation.

*Michael Reszczenski reported that the department has been **locating valves** and putting in new markers. Williamson County Housing Authority is planning to move a fire hydrant on Hickory and Mike has already located the valves in this area so that this could be isolated and moved. Mike would like to order an additional 40 valve markers at a cost of \$19.00 each.*

Motion 6: Geiselman moved and Crain seconded to purchase **40 additional valve markers** at a cost of \$19.00 each. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Marc Buatte explained the specifications that he developed for the new Jetter Machine. The existing jetter/vac machine handles the vacuuming sufficiently to handle our sewer lines. Marc would like to advertise for bids for this equipment so that we can make an educated decision about purchasing.

Motion 7: Geiselman moved and Crain seconded to **advertise for bids for a new Jetter** machine according to specifications developed by Marc Buatte. All voted yea and the Secretary declared the motion carried.

Marc Buatte asked the Board to purchase an autoclave for the sewer plant lab at a cost of approximately \$4,500.00.

Motion 8: Geiselman moved and Crain seconded to **purchase an autoclave** for the Sewer Plant Laboratory at a cost not to exceed \$4,500.00. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Motion 9: Crain moved and Geiselman seconded to approve the following leak and pool credits:

04-1743	Diana May, 551 N. Division Street	\$40.66
04-3131	Crystal Shulda, 412 Farris	\$13.84
05-1560	John Allsopp, 1105 Brentwood Drive	\$154.14
05-1742	Angela Morris, 1112 S. Division	\$31.05
05-3511	Crystal Jiles, 820 S Division	\$53.59
06-1783	Robert Eaton, 1606 S. Division	\$40.55
10-0400	Don Davis, 505 E. Grand	\$43.55
12-4231	Bobby Milton, 309 Greenbriar Rd	\$93.73
12-5280	Huldah Vaughn, 110 Ivey Lane	\$38.67
13-0400	Gary Galbraith, 307 Scout Cabin Rd	\$41.60
14-1670	Jill Allen, 5886 Winterset Dr	\$52.23
16-0090	Ralph Tate, 108 Lyndsey Lane	\$25.76

19-3400	Don Ticer, 12676 Cruse Road	\$8.52	
19-4000	William Harris, 13173 Cruse Road	\$35.04	
21-2440	Joanne Davis, 1404 Nicole	\$146.92	<u>\$820.07</u>

07-0901	John A. Logan College (POOL/Sewer)		<u>\$976.47</u>
---------	------------------------------------	--	-----------------

A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

*There was a lengthy discussion about coordinating the **building permits with the tap applications**. Mike Reszczenski asked that builders be required to contact the Water Department as soon as they apply for a building permit.*

Motion 10: Geiselman moved and Crain seconded to pay the following invoices for the **UV Disinfection System**:

Haier Plumbing	Pay Estimate No. 4	\$29,307.60
Crawford & Associates	Resident Engineering	\$ 4,227.00

A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

John Crawford indicated that Wiggs Excavating will be onsite to install the bar screen this month and Hall Electric, DuQuoin, will be installing the electrical service.

The design on the Grit Removal Chamber is ongoing.

*John Crawford presented a Change Order No. 3 for the Mott Excavating contract for the **Interceptor Sewer** for a decrease of \$5,964.32. Also, he presented Pay Estimate No. 9 and an engineering bill.*

Motion 11: Geiselman moved and Crain seconded to approve the change order and pay the following invoices on the **Interceptor Sewer System**:

Mott Excavating	Change Order No. 3	-\$5,964.32
Mott Excavating	Pay Estimate No. 9	\$34,978.17
Crawford and Associates	Engineering	\$5,629.00

A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

The U. S. Fish and Wildlife line is complete and Dean Bush will be doing cleanup on this new line. The funds we paid for this project will be reimbursed by U. S. Fish and Wildlife.

*The permit application for the change in location of the **Sludge Holding Tank** is still in Springfield being reviewed.*

Motion 12: Crain moved and Geiselman seconded to approve payment of \$2,000.00 to John Crawford and Associates for **engineering on the tank inspections**. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

The permit application for Phase II of West Grand water line relocation is in Springfield and John Crawford wants to advertise for bids this month so that we can proceed with the plans for the Phase II street improvements.

Motion 13: Crain moved and Geiselman seconded to **adjourn**. All voted yea and the meeting was dismissed at 7:35 p.m.