

CARTERVILLE WATER AND SEWER BOARD
Wednesday, December 6, 2017

Minutes of the **regular meeting** of the Carterville Water and Sewer Board meeting held on Wednesday, December 6, 2017 in the Water and Sewer Department Conference Room.

Called to Order: 6:01 p.m.

Present at the meeting were: Mark Bollmann, Matt Crain and John Geiselman, Water and Sewer Board Commissioners; Curtis Oetjen, Council Representative; Brad Robinson, Mayor, Garry Wiggs, Public Works Director; Marc Buatte; Sewer Superintendent; Jerry Hampton, Water Superintendent; Ronnie Modglin, Crawford and Associates; Janice McConnaughy, H R Specialist, Amy Simpson, Board Secretary and Dave Albin.

Delinquent accounts were discussed (**257 accounts delinquent in the amount of \$18,234.94**). *Cut offs will occur on Tuesday, December 12, 2017 unless payment or payment arrangements are made prior to the cut off.*

The **Rend Lake** bill for **November 2017** was not available for the meeting. **12,256,270** gallons sold in November.

Motion 1: Geiselman moved and Crain seconded to **approve the minutes** of the **November 2, 2017** regular Meeting as submitted by the Secretary. All voted yea and the Secretary declared the motion carried.

Motion 2: Bollman moved and Geiselman seconded to approve the **Treasurer's Report** for the month of November 2017. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Guest Speaker: Dave Albin, Utility Pipe and Sales, Inc.

Gave a lengthy presentation about drive-by and fixed based systems previously bid. Difference between drive by and AMI fixed based is that the AMI fixed based offers 24 readings for each hour with in one day. With drive-by we would be like we are currently 30 days old on readings. AMI fixed based runs off of data collection boxes strategically placed over town. Mr. Albin also showed what would actually goes into the meter well. Mr. Albin did say their system is compatible with our new accounting software LOCIS. Pricing does include the interface of the system with our accounting program. Financing for municipalities varies on years of financing from five at 2.85%, ten at 3.0% and fifteen at 3.15%.

Motion 3: Crain moved and Bollman seconded to approve **payment of the monthly bills** with holding off paying Spectra Tech bill until further information as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Garry Wiggs Report

Electronic Water Meters: Dave Albin gave a presentation.

Trailer - Current trailer has experienced four tire failures and is not set up for the weight of the equipment. Country Blacksmith Trailer Sales allowed the Water Department to use a trailer and Garry is recommending purchasing that trailer.

Motion 4: Crain moved and Geiselman seconded to **purchase a trailer from Country Blacksmith in the amount of \$6,280.00**. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Equipment: Looking for a used truck. Jerry reported bids will be in on January 2, 2018.

Jerry Hampton Report

Jerry gave a complete run down of all the leaks and taps completed this past month. Meter readings took 8 days to read and with rechecks a total of 11 days. Jerry asked about the Ordinance over meter tampering. The fine is \$75.00 to \$1,000.00 according to the code. "Tampering" is subject of concerning. Mayor Robinson recommended updating the language of the ordinance. The board set the fine at \$500.00 for tampering and illegally accessing the meter.

Marc Buatte Report

Sycamore Lift Station - Problems with a pump going down because a propeller came off the shaft. Emergency purchase was made for a replacement pump. Marc asked for an additional pump to have on hand for when a lift station pump may fail in the future.

Motion 5: Geiselman moved and Carin seconded to pay for a **new pump for the Sycamore Lift Station up to \$7,500.00**. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Marc discussed that he would like to continue to line sewer mains like the manholes. The cost runs approximately \$35.00 a foot for an eight inch main. He thinks this will help with infiltration to the sewer plant.

Motion 6: Bollman moved and Crain seconded to approve the following leak credits:

Leak Credits

12-0360	Dena Stogsdill; 205 Lynne Lane	\$6.28
01-1762	Diane Schmidt; 905 Peach St	\$24.96
06-0860	Larry Henk; 1608 Meadowbrook	\$44.49
15-4760	Andrew Smith; 112 Weisbrook	\$121.61
		<u>\$197.34</u>

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

Motion 7: Bollmann moved and Crain seconded to approve the following pool credits

Pool Credit

21-2521	Eddie Krelo; 1403 Nicole Lane	\$104.89
07-4560	Terry Taylor; 609 Country Club Ln	\$37.21
		<u>\$142.10</u>

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

Crawford and Associates Report: Ron Modglin

Center Street Proposal Mr. Modglin brought the EPA application, set of plans and an engineering estimate. Jerry and crew are installing the lines and hydrant on this project. Rodney Potts said he was not going to charge the engineering on this project.

Motion 8: Crain moved and Geiselman seconded to **replace and purchase materials and installation of new water main on Center Street**. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Sewer Line Extension - Pin Oak Road/Shawnee Trail

We are waiting on the Cook Easement to begin Phase 1 of the Sewer Line. The City will pay for Phase 1 to get sewer access for the Pin Oak Motel. Total estimated cost is \$38,725.00 for Phase 1.

Motion 9: Crain moved and Bollmann seconded to approve the **City to finance Phase 1 of the Sewer Line Extension on Pin Oak Road and Shawnee Trail**. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Amy Simpson presented information on the Wings on an Eagle Development letter agreeing to reimburse Gary McGee back in 2014. The actual developer is Larry Parks from Eldorado. They want the same agreement we had with McGee. They have paid for 4 taps and have put 5 taps in already. They would like to be reimbursed according to the McGee agreement. This is an accounting nightmare. Amy recommends that we reimburse these 5 taps but no longer continue this agreement. Jerry Hampton agrees and will do the taps ourselves.

Motion 10: Crain moved and Geiselman seconded to **reimburse Wings on an Eagle Development the 5 taps**. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

901 Peach; Ivan Sams old property. The house was sold and was being remodeled from 2013. We billed them for the entire amount of gallonage during this time. Contractor says this is impossible that the water was not hooked up. Jerry and Amy both remember a couple of years ago someone remodeling the house and using water. Mayor Robinson recommended we accept a payment plan for this bill. If the debt/payment plan is not satisfied, the issue will return to the Water Board.

Interviews for the Water Office Billing Clerk position were conducted on Monday, December 4, 2017 and the job was offered to Roxanna Musgrave. She accepted the position and will begin January 2, 2018.

Motion 11: Crain moved and Geiselman seconded to **hire Roxanna Musgrave**. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Motion 12: Crain moved and Bollman seconded to move to **EXECUTIVE SESSION** for the purpose of discussing personnel. A roll call vote was taken, and all present voted yea. The Board left session at 7:53 p.m.

Motion 13: Crain moved and Geiselman seconded to return to **REGULAR SESSION**. A roll call vote was taken, and all present voted yea. The Board returned at 7:59 p.m.

Motion 14: Bollmann moved and Crain seconded to **adjourn**. All voted yea and the meeting was dismissed at 8:02 p.m.