

**CARTERVILLE WATER AND SEWER BOARD**  
**Thursday, March 8, 2018**

Minutes of the **regular meeting** of the Carterville Water and Sewer Board meeting held on Thursday, March 8, 2018 in the Water and Sewer Department Conference Room.

Called to Order: 6:02 p.m.

Present at the meeting were: Mark Bollmann, and John Geiselman, Water and Sewer Board Commissioners; Curtis Oetjen, Council Representative; Brad Robinson, Mayor; Marc Buatte; Sewer Superintendent; Jerry Hampton, Water Superintendent; Rodney Potts, Crawford and Associates; Janice McConnaughy, H R Specialist, Amy Simpson, Board Secretary, and Sunny Fredrick.

**Delinquent accounts** were discussed (**174 accounts delinquent in the amount of \$28,086.22**). *Cut offs will occur on Tuesday, March 13, 2018 unless payment or payment arrangements are made prior to the cut off.*

The **Rend Lake** bill for **February 2018**. **12,086,900** gallons sold in January. We purchased **11,706,122** from Rend Lake

**Motion 1:** Bollmann moved and Geiselman seconded to **approve the minutes** of the **February 8, 2018** regular Meeting as submitted by the Secretary. All voted yea and the Secretary declared the motion carried.

**Motion 2:** Geiselman moved and Bollman seconded to approve the **Treasurer's Report** for the month of **February 2018**. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Mayor Robinson informed the Board of the meeting he, Amy and Khriissy had with the City Attorney over a couple of water department cases. The current policy of billing new owners for prior balances and liens were reviewed. The City Attorney recommended that we write off the past due balance due to not knowing who is actually responsible for the water that was used. We are looking into making the collection process of delinquent water bills and liens process more efficient.

**Motion 3:** Bollmann moved and Geiselman seconded to **write off the delinquent water bill at 901 Peach** as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

**Motion 4:** Geiselman moved and Bollmann 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.

**Garry Wiggs Report**

**Jerry Hampton Report**

Jerry gave a complete run down of all the leaks and taps completed this past month. Meter readings began on the 15<sup>th</sup> and finished the readings on the 26<sup>th</sup>. Reread until March 5<sup>th</sup>. Jerry informed the Board of the conflict he is having with Clearwave and asking about an Ordinance for a 10 foot utilities easement. Rodney is going to check the contracts with Clearwave and Futivia ride away agreement.

## Marc Buatte Report

**Rebuild Influent Wet Well:** Asked the Board about moving forward on this wet well. Marc presented cost of the rebuild and guide rails.

**Motion 5:** Geiselman moved and Bollmann seconded to **purchase parts for the Influent Wet Well in the amount of \$10,573.99**. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

**Motion 6:** Bollmann moved and Geiselman seconded to approve the following leak credits:

### Leak Credits

07-0451	Samantha Ventura; 1117 S. Division	\$ 25.82	
01-0661	William McMillan; 208 Jackson	\$ 23.32	
05-4230	James Hurd; 806 S. Division	\$ 211.45	<b><u>\$260.59</u></b>

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

## **Crawford and Associates Report: Rodney Potts**

### **No report**

Mayor Robinson informed the Board about the compliments he received on the quick repair of the water break. He also gave a presentation to the Rotary Club and mentioned the electronic meter readers. The Mayor received positive responses.

Alderman Oetjen informed the Board that if we finance the electronic meter reads we cannot go over a 10 year financing unless we bond. Core-n-Main does offer financing for 10 years is 3.799 percent. We would need to add \$3.07 a month to the water bill for 10 years to pay off exactly with current customers. If we added \$3.50 a month to the water bills we would have an additional \$14,581.00 a year and over 10 years that would estimate at \$104,581.00. This money would be used to help replace radios at that time.

**Motion 7:** Geiselman moved and Bollmann seconded to **advertise for sealed bid with requirement for own watt/signal frequency and expense to run the ad** . A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

**SIU Coal:** Richard Speer, the Refuge Manager, is not planning on replacing the water line to these two buildings. The Mayor will speak with SIU and surrounding communities (Herrin, Marion or Crainville) to see if they could supply these 2 buildings with water.

**Seasonal Employees:** Amy would like to have 2 summer part-time workers for the office. Mayor Robinson recommended to bring someone with experience back to replace one of the current CVE student. The Mayor also recommended one qualified part-time or seasonal employee in the office at a time. (unless there's a major project etc).

**Motion 8:** Bollmann moved and Geiselman seconded to **advertise, interview and hiring CVE students for the summer**. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

**Revised Reconnect Agreement:** The Mayor informed the Board about the City Attorney recommendation of revising the reconnect agreement. Charge a \$500.00 reconnect fee with tampering with meter. This way the paid fees will stay on the Water Dept. books and not the City. This will need to be written in Ordinance form and become part of the City Code by the City Attorney.

**Motion 9:** Bollmann moved and Geiselman seconded to **rewrite a Meter Tampering Reconnect Fee of \$500.00**. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

Mowing and cleaning contracts are up. Mowing was a one plus one and out of date as of last year. Contracts were not the same as the City's. Alderman Oetjen recommended a two plus one with no price change. The Mayor asked to have bids to done before next water board meeting.

The Mayor informed the board about a customer that was billed for 34,000 gallons when her average is 3,000. Office caught it and had meter re-read and it came back showing she only used 10,000 gallons which is still above her normal consumption. She hired Baker's & Son's to come and help find her problem. Baker's and Son's did not find any problem and charged her \$180.00. Dave had it checked the third time and found a number transposed. The Mayor suggested to credit her account in the amount of \$180.00 and a credit for the water bill.

Jerry Hampton updated the Board with Larry Motsinger readings we tracked for one week. He uses a daily average of 350 a day. On a 30-day billing cycle that is 10,500 gallons each month.

Alderman Oetjen said Marc has a ¾ ton truck and put a utility bed on it and make it a service truck for the other guys. A company in Evansville can convert the truck in the amount of \$6,500.00 and will give a \$500.00 credit for the old bed.

**Motion 10:** Geiselman moved and Bollmann seconded to **adjourn**. All voted yea and the meeting was dismissed at 7:21 p.m.