

**CARTERVILLE WATER AND SEWER BOARD**  
**Thursday, November 15 th, 2018**

Minutes of the **regular meeting** of the Carterville Water and Sewer Board meeting held on Thursday, November 15th, 2018 in the Water and Sewer Department Conference Room.

Called to Order: 6:34 p.m.

Present at the meeting were: Mark Bollman, Carl Sisk, and John Geiselman, Water and Sewer Board Commissioners; Brad Robinson, Mayor; Curtis Oetjen, Council Representative; Garry Wiggs; Public Works Director; Jeremy Long; Sewer Superintendent; Mike McKey; USDA Rural Development, Brandon Tompkins, Janice McConaughy, HR Specialist; and Amy Simpson, Board Secretary.

**Delinquent accounts** were discussed (**71 accounts delinquent in the amount of \$5,500.13**). *Cut offs will occur on Monday, November 19th, 2018 unless payment or payment arrangements are made prior to the cut-off date.*

The **Rend Lake** bill for **October 2018**. 12,136,690 gallons sold in July. We purchased **13,475,880** from Rend Lake

**Motion 1:** Bollmann moved and Geiselman seconded to **approve the minutes** of the **October 4th, 2018** regular Meeting as submitted by the Secretary. All voted yea and the Board Chair declared the motion carried.

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

**Guests: Brandon Tompkins – 216 Dobson** Amy gave background information that was also in the meeting packet. We under-billed him in July and the meter played catch up in August. Amy can only give a credit of the difference up to 2500 gallons. Mr. Tompkins addressed the board with his issues concerning his “average” is truly not correct on his account. He stated that he had two leaks, which would make his average overstated. Mayor Robinson explained the process to him, that in July his meter was read incorrectly, and the following month the reading played “catch-up” on the actual water usage he used. Mayor Robinson explained the water charges according to the chart and the more one uses the less one is charged per gallon. Amy was instructed to give him a \$7.18 credit and to write off all late fees. Mr. Tompkins also stated that meter lid was not secured in place properly and ask to make sure that we do that when the meter is read.

**Mike McKey – USDA Rural Development** - Mr. McKey looked at our current audit and put together some information for our large future projects from the Chamber Retreat. The debt shown on the audit is really a good thing. Number one goal is to increase cash flow and get us the best interest rate for these projects. He highly recommends getting an obligation for the projects by the 2020 census. He thinks our median income would go up and we would not be eligible for any low to moderate-income grants or additional funding. Mr. McKey can offer a 40-year loan on a 3 million dollar (water tower) project at the interest rate of 2.375%. That translates into a \$116,000 to \$120,000 yearly payment. The same rates and terms would apply on a 15 million dollar (sewer plant) project. That worked out to be 581,000 a year payment. Sewer right now is a 60-40 split on our bills. Currently, average sewer billed is \$24.00 but he recommends to increase it to \$36.00 on sewer as an average bill. Mr. McKey worked the numbers and said it takes 1.48 million to run just the water and 1.64 million a year to run sewer. With all debt and operating costs plus the new water tower and sewer plant would cost each bill approximately \$15.00 - \$20.00 a month. The new 2020 census will play a major roll on our funding.

**Motion 3:** Bollmann moved and Sisk seconded to approve **payment of the monthly bills for the November** as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

**Garry Wiggs Report** - Followell Construction will begin installing meters the second week of December with a goal of 100 meters installed a day. The meters will be installed by meter book. The first installation will be the transmitter on the water tower. All the data will be stored in the cloud and will be accessible for billing until the entire system is up and running on the new system. Amy will also be purchasing a bar code scanner to help with the new system. Garry recommends raising the fine once the new meters are installed due to the higher costs of the electronics. Mayor Robinson is looking at the \$500.00 fine plus damages.

**Jerry Hampton Report-** Jerry Hampton absent. Garry Wiggs reported Jackson Street project is complete and the cost came in under \$20,000.

**Jeremy Long Sewer Report-**

**Installation Clarifier valves** - The clarifier is up and running and a huge success.

**Motion 4:** Bollmann moved and Geiselman seconded to **pay Dean Bush to install the 2 12" valves for the clarifiers** submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

**Smoke Testing** - Rodney said the smoking testing is completed and has a map and report to finish. Black, Green and Red Ink on the map. Green is the city violations that need to be taken care of immediately. Rodney will get a final report and bill for next month.

**Security Camera** - Mayor Robinson is working on getting a desk-top computer and have our current IT people do all the installations.

**Sand Filter** - Larger success. New sand, casters, fully online and functional. Jeremy Long asked for a back-up sand filter motor. The spare we purchased last month has been put into use and we currently do not have a back-up on hand.

**Rotors** - Instead of purchasing rotors, Jerry Evans and Jeremy Long rebuilt the rotors ourselves and Jerry did an outstanding job. We will have to purchase a new motor, shiv's and new bearing and the cost will be under \$5,000. The other rotor that has been sitting for 10 years has no flights. We will have to buy 22 flights and is guessing the cost will be much higher and will bring cost to the next board meeting.

**Motion 5:** Geiselman moved and Bollmann seconded to **rebuild the north rotor up to \$10,000** submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

**Fog Results/ Labs DMR/Compliance** – 27 milligrams per liter on the influent and oxidation ditch is 22 milligrams per liter. Our numbers are showing a FOG related issues. Jeremy Long will be going and meeting with the businesses and reminding them about the grease traps.

**SEDAC** – Jeremy Long attended a seminar at SIU. They will come in and do a free analysis of all our equipment for efficiency. Jeremy filled out the lengthy application and has it ready to submit with board approval. They will pay up to 80% of any improvements.

**Motion 6:** Bollmann moved and Geiselman seconded to **submit the application to SEDAC** submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

**Sludge/Polymer Status** – Jeremy reported no flocking was occurring on the sludge beds because the polymer was set up incorrectly. They fixed the problem.

**EPA Visit** - EPA stated that we needed to fix the fence from the vandalism. Terrace Fence will put in a 10ft gate, straighten the poles, fix bob wire and put in two new poles. Rodney to check with Wiggs on partial responsibility of previous sewer line contractor for fence damage.

**Motion 7:** Geiselman moved and Sisk seconded to **have Terrace Fence repair and place a new gate up to \$2,500.00** submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

**Control Panel/Electrical Issues** - Pulley Electric came out and will help resolve the safety issues.

**Accident** - Jeremy Long was hit in the head by additional flood lighting that was knocked on to him. Jeremy was taken to hospital and did have a mild concussion. He then ordered hard hats for all the men at the sewer plant.

**Grit Chamber** - We have blower that is not working for an unknown length of time. Jeremy called Municipal to get a quote for the new blower system.

**Motion 8:** Geiselman moved and Bollmann seconded to **approve up to \$1,850.00 to replace the blower for the grit chamber and filter housing** submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

**Municipal Equipment/High Tide** – Jeremy is not sold on the High Tide System for our plant at this time. Jeremy does like it for the lift stations.

**Gas Meters** – This has been ordered and delivered

**Motion 9:** Bollmann moved and Geiselman seconded to **purchase new Gas Meters from USA Bluebook in the amount of \$1,089.78** submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

**Motion 10:** Bollmann moved and Sisk seconded to approve the following **leak credits**:

**Leak Credits**

01-0024	Martin Simmons, 203 E. Illinois	\$ 66.83	
14-2320	Theodore James; 12473 Birch Lane	\$ 10.94	
13-3771	Cheryl Swann; 600 Arbor	\$ 87.54	
09-1420	Nancy McKinney; 413 Barr	\$ 3.19	
04-3600	Gary Hanley; 701 Farris	\$ 16.98	
07-0850	Alvah Guess; 904 Mulberry	\$122.64	<b>\$308.12</b>

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

**Motion 11:** Bollmann moved and Sisk seconded to approve the following **pool credits**.

**Pool Credit**

13-3771	Cheryl Swann; 600 Arbor	\$ 34.50	<b>\$ 34.50</b>
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A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

**Engineering Report-**

**NorthWest Water Replacement Project** - Rodney said it is out for bid with a bid opening on Tuesday, December 11, 2018 at 10:00 am at the Water Dept. The bid will not be awarded until January 2019. Rodney submitted a bill for \$7,000.00 for the activity delivery of this project.

**Motion 12:** Geiselman moved and Sisk seconded to approve to **pay Crawford and Associates in the amount of \$7,000.00 for activity delivery** as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

**VTI Site** – Water and sewer to the SIU Coal Research. Rodney is looking into other avenues to do this project.

**Jackson Street –New Tap** – Garry Wiggs informed the board the 100 Jackson Street residence was without water for a number of days. They called into our office and spoke with Dave and he informed them they were not on our water system but Crainville’s water, which was incorrect. When our crews were finishing the Jackson Street project, the residence approached Garry and asked when they would receive water. They had been purchasing water for their home. The customer did not ask for a credit or anything. Mayor Robinson recommended out of good faith to give them a credit on their December water bill.

**Motion 13:** Geiselman moved and Sisk seconded to approve **give a credit on their December bill for their November usage** as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

**Valley Drive** – Garry recommends doing a smoke test. Engineers cannot figure out what the problem is and why it is overflowing.

**Dwayne Fields** – A mower repair bill was submitted to the water board in the amount of \$172.11. The board had a discussion on this issue of the meter lid not being locked down and how this situation is handled would set a precedent. This issue went dead to lack of a motion.

**Surplus Items List** – Amy submitted a list to the board for surplus.

**Motion 14:** Bollmann moved and Sisk seconded to **surplus the listed items for surplus** as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

**Motion 15:** Geiselman moved and Bollmann seconded to **go into Executive Session** as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

**Motion 17:** Geiselman moved and Bollmann seconded to **come back into regular meeting from Executive Session at 9:41 pm.** All voted yea and the Secretary declared the motion carried.

#### **Roll Call taken**

**Motion 18:** Geiselman moved and Bollmann seconded to approve **to pay all Christmas Bonuses to whom meets the criteria like previous years for both City and Water Employees** as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Secretary declared the motion carried.

**Motion 19:** Geiselman moved and Bollmann seconded to **adjourn.** All voted yea and the meeting was dismissed at 9:45 p.m.