

**CARTERVILLE WATER AND SEWER BOARD**  
**Thursday, March 7th, 2019**

Minutes of the **regular meeting** of the Carterville Water and Sewer Board meeting held on Thursday, March 7th, 2019 in the Water and Sewer Department Conference Room.

Called to Order: 6:01 p.m.

Present at the meeting were: Brad Robinson, Mayor; Mark Bollman, Carl Sisk, and John Geiselman, Water and Sewer Board Commissioners; Curtis Oetjen, Council Representative; Garry Wiggs; Public Works Director; Jeremy Long; Sewer Superintendent; Jerry Hampton, Water Superintendent, Rodney Potts, Crawford and Associates, Janice McConnaughey, HR Specialist; and Amy Simpson, Board Secretary.

**Delinquent accounts** were discussed (**186 accounts delinquent in the amount of \$13,255.19**). *Cut offs will occur on Tuesday, March 12, 2019 unless payment or payment arrangements are made prior to the cut-off date.*

The **Rend Lake** bill for **February 2019**. 12,627,030 gallons sold in February. We have not received Rend Lake's bill as of today

**Motion 1:** Bollmann moved and Sisk seconded to **approve the minutes** of the **February 7th, 2019** regular Meeting as submitted by the Secretary. All voted yea and the Board Chair declared the motion carried.

Amy explained to the board that revenue was low this past month with an income of approximately \$185,000 and that expenses were \$167,087.00 leaving us short \$41,500.00. Amy explained she called Mayor Robinson for his recommendation. Mayor Robinson recommended to move \$41,500.00 from System Improvement fund to the Operation and Maintenance Fund to cover the extra expenses. The extra expense was from the Water and Sewer Department portion of the insurance premium that covers property liability, vehicles, and worker's compensation. Mayor Robinson informed the board that practices prior to Amy, Michele Edwards paid the insurance premiums out of System Improvement instead of O & M. The premium needs to be coded and paid out of O & M for bookkeeping purposes. The funds will be paid back to System Improvements in increments over time.

**Motion 2:** Geiselman moved and Bollmann seconded to approve the **Treasurer's Report** for the month of **February 2019**. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

**Guests:** No Guests

**Motion 3:** Geiselman moved and Bollmann seconded to approve **payment of the monthly bills for the March 2019** 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 -**

**Generator Bids** - Pulley \$33,471.00, Wiggs \$31,446.00, Burke \$36,500.00. Lowest bid was Wiggs Electric. All bid on the same brand of generator Generac and no propane tank is in the bid. We will have to cover the expense for the propane tank as the same as the Fire Department. The propane tank will be a lease option.

**Motion 4:** Geiselman moved and Sisk seconded to **award bid to Wiggs in the amount of \$31,446.00 for the Generator** submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

## Jerry Hampton Report-

**Telemetry Building** - Will begin the first of May

**2" Inch Meters** - Jerry informed the board that he made a mistake on pricing for the 2" meters. He left off \$375.00 per meter for the pit and lid. So far out of the fourteen Jerry said only nine will need the pit. Mayor Robinson said he was approved for up to \$19,000.00 and that Amy can track this to make sure we do not go over and we can reevaluate. Mayor Robinson would like to use this as part of the \$875,000.00 and to include the Locis software bill as well.

Council Representative Oetjen questioned the water tap fees. Currently our tap fees are inside City limits ¾ is \$700.00 and 1 inch is \$1,000.00 outside City limits ¾ is \$800 and 1 inch is \$1,200.00. Mayor Robinson stated that the difference with adding the new electronic reads is only \$20.00. The board asked that we call and get water and sewer tap pricing from other townships.

**New Electronic Meters** - Jerry informed the board that the company lacks five-meter books from being done installing the meters. We have run out of 1" meters, Jerry said we had more than 180 1" meters and he was not sure where that number originated. We lack about 40 to 60 meters and they are on order but will not be in until March 20<sup>th</sup>. The company will then go back and install them. We also have several curb-stops that will still need to be changed out. Jerry also stated that we have numerous 5/8 meters that need to be changed out to ¾ meters also.

**6" Water Main** - Weisbrook has a 2" water main that runs behind all the houses and the meters are in the back yard of the residences. If a problem arises, we are unable to get any of our equipment into the backyards and the work must be dug by hand. Everyone has fences and Jerry proposes running a new 6" and tie it into the new 8" water main. The residence would need to move the meters to the front yard. Jerry asked Rodney if we can make this possible. Rodney feels it would be hard pressed to have the home owners switch the meters and would be our responsibility to make this happen

## Jeremy Long Sewer Report-

**Grease Ordinance Enforcement** – Currently everyone is in full compliance.

**Plant Status** – We are running 124 to 150,000 gallons over design flow.

**Rotor** – We will go over on cost for the last rotor. Jeremy stated that he has taken all workable parts from the old rotors. The bearing is the wrong size and that will put us over due to the bearing in the amount of \$1,800.00. The first rebuilt rotor has been acting up and Jerry Evans was able to get that rotor fixed. We are currently down to just two rotors.

**Smoke Testing** - Jeremy is not in favor of spending \$15,000 a year with Spectra Tech on lining manholes each year. Jeremy proposes that we take the monies and work with Crawford and Associates and find the worst areas and hire someone to attack the infiltration. Jeremy spoke about one of the worst manholes off Old Route 13 that when they smoked tested the entire field to the north east showed smoke. Mayor Robinson stated that years ago the entire town was smoke tested and had a full report and did not do anything with this information. Mayor Robinson said that we address each smoke test report and inform home owners to take care of the smoke testing problem.

**Polymer System** – Our Polymer system has completed failed and our plant is based on this process. Jeremy made numerous phone calls trying to get parts and did not get anywhere. We spent a total of \$11,221 on polymer since 2017. Jeremy for a new Polymer system with a 2 ½ year pay back will cost \$14,700.00. This can also be taken to a new sewer plant and help bring down the cost of polymer purchases. This will help us dry out our beds and be compliant with EPA. This system will take eight to ten weeks for delivery.

**Motion 5:** Sisk moved and Bollmann seconded to purchase a Polymer mixing system skid in the amount of \$14,768.10 plus shipping submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

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

**Leak Credits**

19-0870	Diannae Frey; 3019 Vermont Rd	\$ 18.46	
18-5181	David Short; 5677 W. Stotlar	\$118.55	
10-1760	Wayne Morris; 11646 Kevin Lane	\$111.00	
18-5462	Bob Newman; 13051 Hafer Rd	\$ 7.02	
11-0421	Olga Kornijtschuk; 207-209 W. Grand	\$ 17.27	
02-0150	Jennifer Spence; 131 S. Division	\$131.42	
01-0480	Gilbert Spiller; 429 E. Illinois	\$ 19.46	
03-0420	Catholic Church; 300 Pine	\$ 29.40	<b><u>\$452.58</u></b>

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

**Engineering Report-**

**North West Water Replacement Project** - The notice of award was given and contractor is getting his performance bonds together. Dean Bush did not get the Carbondale bid and will be able to begin in an appropriate time frame. We are still waiting on the modifications we submitted for approval from DECCA.

**USDA** - Rodney spoke with Mr. McKey again and should have the paperwork and new interest rate ready for our April 2019 meeting.

**SIU Property** – This is the water line at VTI property. SIU has a building that will need to have access to water. Our water line does not go that far over. Rodney has been looking at options for us with not a huge investment. Mayor Robinson said we would service two buildings: Coal Research and the old dormitory. SIU has put a contingency that we must provide water for the property exchange to occur. Mayor Robinson is working out a deal with Crainville to connect to their 6” main across the street and we run a main down to service these two properties. Crainville will receive them as a water customer and we will still provide sewer.

Geiselman asked what Rend Lake status of running a new line. Rodney stated they have tabled the new line at this time. A lengthy discussion of looking into another water service from Carbondale and keep it as a possibility for our future. This discussion did include different scenarios of a new ground and/or elevated water storage.

**Mowing** – The mowing bid came in at Hurst Lawn Care \$216.00 per mowing, Joe’s Lawn Service \$250.00 per mowing, and Early Bird Lawn Care \$300.00 per mowing. Lift station bids came in at Hurst Lawn Care \$253.00, Joe’s Lawn Service \$100.00 and Early Lawn Care \$150.00. Garry and Jeremy both thought that we could do our own lift stations. Mayor Robinson asked for verification that the bidders were aware that the lift stations were a separate bid and may not be awarded. Garry stated he told them they were separate as well as Amy informed them also.

**Motion 7:** Bollmann moved and Geiselman seconded to approve to award the mowing contract to Hurst Lawn Care for \$216.00 per mowing with a one-year contract with one-year renewal with no price change as submitted by the Secretary. A roll call vote was taken, and all present voted yea. The Board Chair declared the motion carried.

**Smoke Testing** – Amy will send letters to all residences that had a violation that showed up in the smoke testing back in November. Amy will send a copy of the map and the violation with each letter.

**Motion 8:** Bollmann moved and Sisk seconded to **adjourn**. All voted yea and the meeting was dismissed at 7:58 p.m.

Special Note: Rend Lake bill came in after the waterboard meeting. We sold 12,627,030 for the month of February 201 and we purchased 11,218,646 from Rend Lake