

NOTICE

Westville Board Meeting
Date: October 17, 2024
Time: 6:00 PM

OCTOBER 2024 MEETING MINUTES

Location: 120 E Main Street, Westville IL 61883

1 Call to Order: 6:00

2 Roll Call and Introduction of Special Guests: Brian, Larry, Royce, Steve, Bruce, Frank, Deanna

- Royce
- Steve
- Bruce

3 Public Comment

None

4 Minutes of Previous Meeting

- Motion to approve the minutes from the meeting on September 19, 2024
 - **Roll Call:** Steve, Royce
Bruce abstained
 - **Vote:** Yay / Nay Passed

5 Consideration of the Agenda

- Motion to accept the October 17, 2024, meeting agenda
 - **Roll Call:** Steve, Royce
Bruce abstained
 - **Vote:** (Yay/Nay) Motion Passed

6 Treasurer's Report

- Motion to receive the Treasurer's Financial Report: Review and Approval of Monthly Expenditures and Summaries.
 - **Roll Call:** Steve, Royce
Bruce abstained
- Motion of approval to put \$500.00 in petty cash (Acct: \$2,092.62)
 - **Roll Call:** Steve, Royce
Bruce abstained

- **Vote:** Yay / Nay Passed

7 ERH Reports or Other Reports

- Collected and analyzed all required samples and submitted Monthly Discharge Monitoring reports.
- Pulled the drive motor on the #2 secondary clarifier for repairs
- Pulled the drive motors on the primary clarifier to have re-built
- Coordinated with Gasvoda on installation of the new level controller at the Madison St. lift station, however upon installation of the new controller it did not correct the issues as GAI had predicted. GAI installed some temporary wiring and controls to allow one pump in both the dry weather and wet weather stations to operate in automatic mode. Then coordinated with GAI on pricing for what additional components and equipment would be needed to update the controls at the station. Upon receipt I forward information to Frank for review.
- Ordered needed parts for replacement of flights in the primary clarifier as approved by the Board at the September meeting
- Informed Frank that there appears to be intermittent power issue at certain times at the plant when there is rain and/or high winds. He contacted Ameren and they found some loose connections outside the plant area affecting the supply to the plant.
- **Motion to approve ERH report**
 - **Roll Call:** Steve, Royce
Bruce abstained
 - **Vote:** Yay, Nay Passed

8 Superintendent Report

- **10/01/24:** met with John Stultz on Kelly Ave he was concerned about the no trespassing sign posted on his property. Discussed our concerns with side by side and 4 wheelers using tracks now that they are cleared. He thought that maybe we had an issue with him. He said we could cut through his property anytime we need to get to the tracks.
Notified venture mechanical to pursue putting in gas line

- **10/03/24** Sean is supposed to call and talk to gasvoda today and get an update on Madison Street
Spoke with Jason Biava about creek crossing washing out said it could be between \$3000-\$5000 just depends on how many machines he needs and if kedas will give us permission to get onto his property to move tile.
- **10/08/24** Neil Jurumbo is going to give a quote on raising manhole at Belgium banquet hall
Manhole at rear of 107 Urban drive is busted up it is just concrete
Cut up some of the trees down across the road behind plant.
- **10/15/24** received new backup unit for omni site to replace outdated one
- **10/16/24** venture showed up at the plant today for the gas line install
Did chemical inventory at plant
- **Motion to approve superintendent report**
 - **Roll Call:** Steve, Royce
Bruce abstained
 - **Vote:** Yay / Nay Passed

9 Office Manager Reports

1. Customer Calendars:

I will be ordering calendas for our customers, to be distributed starting in November. Last year, we ordered 600, which was an appropriate quantity.

2. Financial Information:

Financial reports for the 2023-2024 fiscal year have been submitted to Kerry Barrett.

3. Shut-off Notices:

On October 8, 2024, 96 shut-off letters were mailed out. Additionally, three houses were red-tagged. On Wednesday, October 16, 2024, each customer received a letter, a text message, and/or a phone call. No shut-offs this month.

Motion to approve Manager report

- **Roll Call:** Steve, Royce,
Bruce abstained
- **Vote:** Yay / Nay Passed

10 New Business

- Phone Vote from Tuesday, October 8, 2024, 4:22. The vote was three: Yay, Royce, Steve, and Bruce. The pump controller from Gasvoda is for the Madison Lift Station
 - **Roll Call:** Royce, Steve, Bruce
 - **Vote:** Yay / Nay Passed
- Stabilizing washout by tracks – Atlas Home costs 3,000-5,000
 - **Roll Call:**
 - **Vote:** Yay / Nay
 - **Tabled, no contract from Atlas at this time.**
 - **Look into other bids**

Motion to approve 2024-2025 Budget

- Roll Call: Royce, Steve, Bruce
- **Vote:** Yay, Nay Passed

11. Follow Up or Discussion

- Railing around steps (Sandblasted and painted)
- Back-up at Kal's (Saturday, August 10, 2024 – Jason Biava Rate - **ON HOLD**)
- Rate Study Review – Larry Johnson
- Pump for Kal's waiting – Bob Brown
- Venture finishing gas line at the plant for the furnace (**finished Tuesday**)
- Clarifier Flights and Shoes are ordered, received shoes waiting on Flights, and installation from ERH. Timeline and cost for installation.
- Where are we at the pump for Swartz? – (**Swartz**)
- Maintenance Report Sheets for the plant from ERH – (**Ordered**)

12 Unfinished Business

- 45 day; moving building at 114 Kennedy – sent from Lawyer

Motion to approve Unfinished Business

- **Roll Call:** Steve, Royce
Bruce abstained
- **Vote:** Yay / Nay Passed

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13 Special Announcements

- None

14 Adjourn: 6:42 pm