

Water & Sewer Minutes

January 6, 2016

The meeting was called to order by Committee Chairmen Don Perez on Wednesday, January 6, 2016 at 3 p.m. at Carlyle City Hall. Committee members present included Don Perez, Kent Newkirk, and Jeff Taylor. Others present included Andy Wennerstrom, Judy Smith, Gene Van Dorn, Kent Newkirk, Mayor Mike Burton, John Wieter, Jesse Maynard, and Martha Reinkensmeyer.

After reviewing the minutes from the December 11, 2015 meeting, Kent Newkirk made a motion to approve the minutes. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was permission to bid out the water main replacement at Old US Highway 50 and State Route 127. JoAnn began by stating that Larry Peppenhorst recently attended an Illinois Department of Transportation (IDOT) meeting. During this meeting, he learned that bids will be sought for the resurfacing of Old 50 in April and the work will start in May. The highway will be resurfaced one block each direction from the intersection. JoAnn emphasized that if the water main is going to be replaced now, that things need to move quickly. Jesse Maynard from HMG stated that the EPA permit is in hand and that it would not take long to get a permit from IDOT. John stated that there is a possibility that the home located at 1811 Franklin still has lead service. This line and meter pit would need to be located. JoAnn stated that this could go in front of Council on January 11, 2016, advertised for two weeks, and bids opened the beginning of February. Kent Newkirk made a motion to proceed with the plan to bid out the water main replacement at Old US Highway 50 and State Route 127. Jeff Taylor seconded the motion. After a voice vote, all were found in favor. JoAnn explained that since this project was budgeted in the next fiscal year, special appropriations may need to be made to pay for the project if it occurs in the current fiscal year. Kent commented that it would be best to do the whole project at once. JoAnn pointed out that there have been several water main breaks at this intersection. After much discussion, it was decided not to proceed with the water main replacement at this time. It was the consensus of the Committee to wait until the entire project could be completed at once. Kent Newkirk made a motion to rescind the previous motion made. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was permission to obtain IDOT permits for water main replacement at Old US Highway 50 and State Route 127. Since it was decided not to proceed with the first agenda item, this item was not discussed. No motions were made.

The third item on the agenda was city-wide, long-term improvements. JoAnn shared with the Committee an informational sheet that John Wieter from HMG created for her. This sheet had a list of proposed projects broken down by department. (Please see the table on the next page.) JoAnn wants to use this sheet, along with a plat of the City, while presenting the sales tax increase proposal. After reviewing the sheet, it was decided to remove the water tower project from Water and the Dorothy Lane project from Street and Alley. No motions were made.

Carlyle, Illinois Proposed Projects	
Water	
Old 50 Water Main from WTP to IDOT property	\$2,200,000
Old State Road water main to loop system	\$305,000
500,000 elevated single pedestal water tower includes loop water mains and pressure valves	\$1,900,000
Water Total	\$4,405,000
Wastewater	
Sewer main replacement Franklin Alley 15 th to 19 th	\$425,000
Phase Two of lagoon sludge removal in +/-2020	\$600,000
New wastewater treatment facility Includes final cleaning of all three lagoons	\$8,500,000
Wastewater Total	\$9,525,000
Street and Alley	
Kane Street curb and gutter and culvert 13 th to 18 th	\$500,000
Lake Vista/Valley View road reconstruction	\$1,000,000
Krebs Hill Subdivision road maintenance	\$400,000
Fairfax, 9 th & 8 th maintenance	\$450,000
Dorothy Lane/IL 127 Intersection	\$225,000
Street and Alley Total	\$2,575,000
Three Department Total	\$16,505,000

The fourth and fifth items on the agenda were the contracts with Danny Nordike and Buzz Higgins. JoAnn stated that Steve Lappe had created a contract with Danny Nordike to dump his septic tank truck into the lagoon. JoAnn explained that she would like to create something similar to this for Buzz Higgins, who also dumps into the lagoon. JoAnn also asked if it would be possible to devise a filter to keep the lagoon from getting to the point that it was. After much discussion, it was decided that this was not feasible due to the EPA regulations required for destroying waste collected from the filter. JoAnn also brought up the amount that Danny Nordike and Buzz Higgins is paying for dumping. They are being charged \$15 each time they dump. Jesse Maynard from HMG stated that he would look into what other cities are charging. No motions were made.

There was no old business.

There was no new business.

The eighth item on the agenda was any other comments. Gene Van Dorn asked whether there were any other lead service lines in the City. Andy Wennerstrom stated that there was. Jesse Maynard from HMG stated that these lines are considered grandfathered in and do not have to be replaced as long as they are not disturbed.

The ninth item on the agenda was executive session to discuss personnel. Kent Newkirk made a motion to enter into executive session. Jeff Taylor seconded the motion. With all in favor, the Committee entered into executive session.

After exiting executive session and with no further business to discuss, Kent Newkirk made a motion to adjourn. Don Perez seconded the motion. With all in favor, the meeting was adjourned at 4:23 p.m.

Respectfully submitted,
Martha Reinkensmeyer

Water and Sewer Committee Minutes

January 25, 2016

The meeting was called to order by Committee Chairman Don Perez on Monday, January 25, 2016 at 6 p.m. at Carlyle City Hall. Committee members present included Don Perez, Kent Newkirk, and Jeff Taylor. Others present included Delbert N. Higgins, Delbert S. Higgins, Andy Wennerstrom, John Wieter, Gene VanDorn, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the January 6, 2016 meeting, Kent Newkirk made a motion to approve the minutes. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the Metro Ag payment for the lagoon dredging of \$408,141.37. Kent Newkirk made a motion to approve the Metro Ag payment. Don Perez seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was Nordike and Higgins septic dump. JoAnn began by stating that currently both Nordike and Higgins is paying \$15 per load. It has been discovered with the recent lagoon dredging, that this price needs to be increased from \$15 per load to \$165 to \$200 per load. John Wieter explained that the following formula was used to calculate the new price: 2,000 gallon container X 8 percent solids X 8.34 pounds per gallon ÷ 2,000 pounds dry ton = approximately 0.6 dry tons. This averaged with what the City just paid to have the lagoon dredged comes out to the new price. John stated that there are a couple of options. One option is a dumping station. It costs approximately \$65,000 plus installation. The other option is a mechanical pump. After much discussion, Kent Newkirk made a motion give Delbert S. Higgins a month to come up with an alternate dumping site. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

There was no old business.

The fourth item on the agenda was new business. Andy stated that the EPA has changed the fluoride regulations. The old acceptable range had been 0.85 milligrams per liter to 1.25 milligrams per liter. The new range is now 0.64 milligrams per liter to 0.74 milligrams per liter. He added that there will be no violations unless the amount of fluoride is severely over the acceptable range. Jason Green from Southwest Water District called about chlorine residual. He said that he would be meeting with John Wieter to discuss this issue. John stated that when the water main gets replaced that will help this problem. Andy stated that the sewer machine jetter will need to be replaced in the near future. It costs between \$30,000 to \$60,000 for a new one and is essential to cleaning out the sewers. Andy stated that they will be pumping down the lagoons again starting the end of this week and the beginning of next. Brian Cramer will be helping with this.

There were no other comments.

The sixth item on the agenda was public comments. Gene Van Dorn asked how many lead water pipes there were in the City. Andy stated that he cannot give an exact count, but that lead and copper testing occurs every three years and there are no results over the limits. Gene asked if any of the restaurants in town had lead pipes. Andy said that none of them do.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Jeff Taylor seconded the motion. With all in favor, the meeting was adjourned at 6:23 p.m.

Respectfully submitted,
Martha Reinkensmeyer

Water and Sewer Committee Minutes

February 26, 2016

The meeting was called to order by Chairman Don Perez on Friday, February 26, 2016 at 2:01 p.m. at Carlyle City Hall. Committee members present included Don Perez, Kent Newkirk, and Jeff Taylor. Others present included Gene VanDorn, John Wieter, Mayor Mike Burton, JoAnn Hollenkamp, Andy Wennerstrom, and Martha Reinkensmeyer.

After reviewing the minutes from the January 25, 2016 meeting, Kent made a motion to approve the minutes. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was septic dumping at lagoons. JoAnn stated that Delbert Higgins had been given 30 days to find an alternative dumping site. Andy said that Higgins is now dumping at Keyesport, Beckemeyer, and Salem. Kent Newkirk made a motion to recommend to Council to stop septic dumping at the lagoons. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was lagoon pipes. Andy stated that during the lagoon dredging, the pipe was dislodged. Brian Cramer helped the Water Department reattach it and weigh it down. However, the pipe is buoyant and started floating up. Andy added that Brian Cramer would fix the pipe, but the lagoon would need to be pumped down again. John Wieter stated that the pipe could be removed and the aerators could be left where they are. He explained that this would not be a major issue for five to ten years. The Committee asked John to send Brian Cramer a letter asking him to repair the pipe and to take full financial responsibility. No motions were made.

The third item on the agenda was lift station pump. Andy stated that the pump went out on the north lift station. To fix the pump, it will cost \$10,069.91. To replace the pump, it costs \$14,400. Kent Newkirk made a motion to replace the lift station pump. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

The fourth item on the agenda was water main replacement at US 50 and IL 127. John Wieter stated that IDOT will be going past the intersection at Franklin to the intersection at Wal-Mart. He added that IDOT will not be going to the intersections of 11th and 13th Streets. John hopes to have the water main replacement out to bid in January of 2017. No motions were made.

The fifth item on the agenda was national pollutant discharge elimination system permit renewal. Andy stated that this permit allows the City to discharge wastewater into Kaskaskia River. It is due in either May or June of 2016. It costs \$2,500. Jeff Taylor made a motion to recommend to Council to pay the renewal fee. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The sixth item on the agenda was old business. Andy reminded the Council that a new sewer jetter will be needed. It costs \$60-70,000. The Committee asked him to get prices and the sewer jetter on the next agenda. Kent asked about water main breaks. Andy stated that there hasn't been very many, but that there had been a bad break recently at 4th Street and Livingston. Andy stated that he would like to see that main replaced from Jefferson to Clinton.

The seventh item on the agenda was new business. Andy stated that he recently received a certificate for perfect fluoridation from the Department of Public Health. At the next meeting permission will be sought to go out for bid on the sewer at Franklin and Washington. It will cost approximately \$360,000.

There were no any other comments.

There were no public comments.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Jeff Taylor seconded the motion. With all in favor the meeting was adjourned at 2:50 p.m.

Respectfully submitted,
Martha Reinkensmeyer

Water and Sewer Committee Minutes

March 10, 2016

The meeting was called to order by Chairman Don Perez on Thursday, March 10, 2016 at 3:01 p.m. Committee members present included Don Perez and Kent Newkirk. Jeff Taylor was absent. Others present included Danny Nordike, Brian Kramer, Delbert Higgins, Gene Van Dorn, John Wieter, Jesse Maynard, Andy Wennerstrom, Brandon Pierron, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the February 26, 2016 meeting, Kent Newkirk made a motion to approve the minutes. Don Perez seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was lagoon pipe update. Andy stated that the pipe is out and the aerators are installed. Two of the four aerators are running. The other two will be running soon.

The second item on the agenda was permission to bid out Franklin Street and Washington Street sewer. John Wieter said that the plans and specs are complete and HMG has requested the permit. If the project is bid out now, it would not start before the end of May. Kent Newkirk made a motion to recommend to Council to seek bids for Franklin and Washington Street sewer. Don Perez seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was permission to bid out new sewer jetter. Andy stated that he had received quotes from Coe Equipment, MVP, and Key Equipment. The quotes range from \$46,800 to \$69,000. Key Equipment included \$7,000 for a trade-in on the old sewer jetter, which was purchased in 1996. Kent Newkirk made a motion to recommend to Council to seek bids for a new sewer jetter. Don Perez seconded the motion. After a voice vote, all were found in favor.

The fourth item on the agenda was the new wastewater treatment plant and sewer system. Jesse Maynard stated that in 2011 and 2012 the City received letters from the EPA stating the City would either need to fix its flow issues or build a new plant. HMG created four drafts and the last one was sent to the EPA in December of 2013. The EPA has yet to respond. Jesse also stated that it was discovered that from 1978 to 1981 a report was created on the sewer system in Carlyle. At the time, the flow was 9.35 and the population was 3,386. Currently, the population is 3,251 and the flow is basically the same. The report recommended a new control panel and pumps at the North Lift Station. It also recommended that the south side of town should have a completely new setup. It should have a new lift station and force main. Jesse stated that the EPA is eventually going to want to see a plan laid out for infrastructure repairs and a new facility. The new plant could cost \$6-7 million and the upgrades could be an additional \$2-3 million. After much discussion, it was decided that the findings of the report completed in 1981 should be presented to the entire Council on March 28, 2016. No motions were made.

The fifth item on the agenda was review the FY 17 Budget. It was decided to table this item due to time constraints and so that Jeff Taylor could be present. Kent Newkirk made a motion to table the budget review. Don Perez seconded the motion. After a voice vote, all were found in favor.

The sixth item on the agenda was old business. Andy stated that the City received a perfect fluoridation award and asked that they Mayor mention it in his comments during the Council meeting on March 14, 2016.

There was no new business.

The eighth item on the agenda was HMG comments. John Wieter stated that an individual filed a complaint with the Clinton County Health Department because the City is no longer allowing septic tank waste in the lagoons. John explained to the Health Department that the City had decided to start charging significantly more for dumping septic waste in the lagoons. After this explanation, the contact from the Clinton County Health Department felt like this was a non-event and was not a health and safety issue. Brian Kramer stated that he had informed the Health Department of this issue. Brian Kramer added that he has to report to the Health Department and pointed out that most of the County is not allowing septic tank waste at their facilities. A discussion on the cost of dumping in the lagoons then ensued.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Don Perez seconded the motion. With all in favor, the meeting was adjourned at 4:12 p.m.

Respectfully submitted,
Martha Reinkensmeyer

Water & Sewer Committee Meeting

March 24, 2016

The meeting was called to order by Chairman Don Perez on Thursday, March 24, 2016 at 9 a.m. at Carlyle City Hall. Committee members present included Don Perez, Kent Newkirk, and Jeff Taylor. Others present included Gene Van Dorn, John Wieter, Andy Wennerstrom, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the March 10, 2016 meeting, Kent Newkirk made a motion to approve the minutes. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was review the FY 17 budget. See the attached tables. No motion was made.

There was no old business.

The third item on the agenda was new business. Kent Newkirk stated that he would like to see the money the City will be receiving from the sales tax increase divided between sewer, water, and streets and alley. This money would be going into Fund 41 Capital Improvements. Sixty percent will go towards sewer, 30 percent towards water, and 10 percent street and alley. JoAnn stated that she could split Fund 41 so that there would be lines for sewer, water, and streets and alley. Don Perez stated that this money should not be used for everyday problems.

The fourth item on the agenda was HMG comments. JoAnn stated that she has learned that in order to for the sales tax increase to go into effect, she will have to send the certified election results to the Department of Revenue. The Department of Revenue only changes tax rates in January and July. The state would have to have the election results by March 30, 2016 in order for the change to occur in July. However, JoAnn cannot obtain the certified results until April 15, 2016. This will delay the sales tax increase until January of 2017. JoAnn added that the Department of Revenue will contact the local businesses, but that she will be sending letters to the businesses as well. John Wieter then laid out projects that were pressing. He listed the park restrooms, Washington Street sewer, the Ameren pipe removal, and the Route 50 and 127 water main replacement. John explained that the Washington Street sewer is designed and could be ready to be bid in 60 days. The permit has also been sent out for approval. He added that this project could be delayed because this sewer is functioning at this time. JoAnn stated that the Ameren pipe removal project will be delayed. John said that the Route 50 and 127 water main replacement could wait and then seek bids if there was an emergency. John stated that he would like to see the City focus on water and sewer improvements, especially on the south side. There are six inch mains made out of clay that should be replaced with eight inch mains made out of pvc. There are also brick manholes that should be replaced. John also added that Brian Kramer is trying to give the City of Carlyle and HMG a bad name because of the dispute in price the City is charging for waste haulers to dump their trucks in the lagoon.

There were no any other comments.

There were no public comments.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Jeff Taylor seconded the motion. With all in favor, the meeting was adjourned at 10:26 a.m.

Respectfully submitted,
Martha Reinkensmeyer

Proposed 2017 Budget for Water Production

4210 Salaries	Foreman, operators, and water tech/relief operator	\$216,000.00
4510 Health & Dental		\$1,587.27
4610 Social Security Contribution		\$12,152.00
4620 Retirement Contributions		\$29,400.00
4630 Medicare Contributions		\$2,842.00
4650 Cafeteria Plan		\$0.00
5110 Maintenance Services – Buildings	Tray room heaters, general repairs, and camera system	\$11,500.00
5120 Maintenance Services – Equipment	Pump repairs, maintenance contracts, and new fluoride feed system	\$40,000.00
5130 Maintenance Services – Vehicles		\$500.00
5140 Maintenance Services – Streets		\$0.00
5150 Maintenance Services – Utility System	Paint, filters, pipes, and auto flush fire hydrant	\$10,000.00
5310 Accounting Service		\$3,900.00
5320 Engineering	Engineering	\$12,000.00
5330 Legal Services		\$2,500.00
5490 Other Professional Services	Code Red	\$1,000.00
5510 Postage		\$2,500.00
5520 Telephone		\$3,700.00
5530 Publishing		\$1,000.00
5540 Printing		\$250.00
5560 Other-Cable		\$0.00
5570 IT Software	Software	\$500.00
5580 IT Hardware	Hardware	\$1,500.00
5610 Dues	AWWA & IRWA	\$1,000.00
5620 Travel Expenses	Conferences	\$700.00
5630 Training	Certification (CEU) & Safety Training	\$3,000.00
5650 Publications		\$300.00
5670 Other Professional Development	Licenses	\$300.00
5710 Utilities		\$0.00
5750 Water Purchases		\$4,000.00
5760 Electrical Purchases		\$80,000.00
5780 Natural Gas		\$25,000.00
5790 Testing		\$10,000.00
5940 Risk Management Insurance		\$18,624.62
6110 Maintenance Supplies – Buildings	Paint, lumber, and general upkeep	\$3,000.00

6120 Maintenance Supplies – Equipment	Chemical pumps, valves, Actuators, air compressor and dryer, lab equipment, and new air dryer	\$12,000.00
6130 Maintenance Supplies – Vehicles	Tires, batteries, and etc.	\$150.00
6150 Maintenance Supplies – Utility System	Spare parts and piping upgrades	\$3,000.00
6520 Operating Supplies	Computer equipment and upgrades and lab supplies	\$8,000.00
6530 Small Tools		\$1,500.00
6540 Janitorial Supplies/Disinfectants		\$1,000.00
6550 Automotive Fuel/Oil		\$1,500.00
6560 Chemicals		\$125,000.00
6610 Uniforms		\$2,750.00
6650 Other General Supplies		\$500.00
7100 Principal Payment	G.O. Waterworks	\$0.00
7105 Principal Payment	Water plant improvements	\$70,000.00
7200 Interest Expense	G.O. Waterworks	\$0.00
7205 Interest Payment	Water plant improvements	\$26,000.00
7300 Fiscal Agent Fees		\$0.00
7400 Reserves/Contingency		\$0.00
8200 Building		\$0.00
8300 Lab Equipment		\$0.00
8310 Safety Equipment		\$3,000.00
8400 Vehicles		\$0.00
8500 Utility System		\$0.00
8700 Furniture	Misc. furniture	\$300.00
8900 Other Improvements	IEPA upgrades	\$5,000.00
9130 Community Relations		\$500.00
9290 Miscellaneous Expense	General	\$500.00
9950 G&A	Estimated	\$38,000.00
9990 Reserves – Contingency		\$30,000.00
9993 Utility Credits		\$0.00

Proposed 2017 Budget for Water Distribution

4210 Salaries – Regular	Foreman, 2 MWII, and Water Tech	\$100,000.00
4510 Health & Dental Insurance		\$7,618.88
4610 Social Security Contributions		\$4,960.00
4620 Retirement Contributions		\$12,000.00
4630 Medicare Contributions		\$1,160.00
4650 Cafeteria Plan		\$0.00
5110 Maintenance Services – Buildings		\$0.00
5120 Maintenance Services – Equipment	Pumps	\$0.00
5130 Maintenance Services – Vehicles	Maintenance	\$0.00
5150 Maintenance Services – Utility System	Line-stops, hot taps, and auto flush fire hydrant	\$10,000.00
5320 Engineering	Permits	\$60,000.00
5330 Legal Services		\$500.00
5340 GIS		\$0.00
5490 Other Professional Services	Water audits	\$2,000.00
5510 Postage		\$2,000.00
5520 Telephone		\$1,700.00
5560 Other-JULIE		\$800.00
5570 IT Software		\$0.00
5580 IT Hardware		\$0.00
5610 Dues	IRWA & AWWA	\$0.00
5630 Training	CEU's & Safety training	\$1,000.00
5650 Publications		\$0.00
5760 Electrical Purchases		\$15,000.00
5780 Natural Gas		\$850.00
5790 Testing		\$500.00
5930 Rentals	Hydrostatic tester	\$500.00
5490 Risk Management Insurance		\$18,623.53
6110 Maintenance Supplies – Buildings	Roof pump station	\$2,000.00
6120 Maintenance Supplies – Equipment		\$2,000.00
6130 Maintenance Supplies – Vehicles	Batteries, tires, etc.	\$1,000.00
6140 Maintenance Supplies – Streets	Backfill – water main breaks, etc.	\$6,500.00
6150 Maintenance Supplies – Utility System	Clamps, pipe, etc.	\$8,000.00
6160 Waste Dumping	Waste dumping	\$700.00
6520 Operating Supplies		\$2,000.00
6530 Small Tools		\$2,000.00
6550 Automotive Fuel/Oil		\$6,000.00
6560 Chemicals		\$500.00
6610 Uniforms	Uniforms, safety gear (PPE)	\$2,500.00
8200 Building		\$0.00
8300 Equipment	Tripod & brackets	\$3,000.00
8400 Vehicles	Dump truck	\$0.00
8500 Utility System	6 fire hydrants, valves, meters – radios	\$75,000.00

8900 Other Improvements		\$250,000.00
9290 Miscellaneous Expense		\$1,000.00
9950 G & A	Estimated	\$30,000.00
9990 Reserves – Contingency		\$30,000.00

Proposed 2017 Sewer Budget

4210 Salaries	Water tech and 2 MWII	\$100,000.00
4510 Health & Dental Insurance		\$7,618.92
4610 Social Security Contributions		\$4,960.00
4620 Retirement Contributions		\$12,000.00
4630 Medicare Contributions		\$1,160.00
4650 Cafeteria Plan		\$0.00
5110 Maintenance Services – Buildings		\$1,000.00
5120 Maintenance Services – Equipment	Chlorinators, aerators, camera, and scale at lagoon	\$5,000.00
5130 Maintenance Services – Vehicles	Misc.	\$1,500.00
5150 Maintenance Services – Utility System	Lift station control panels	\$5,000.00
5320 Engineering	Permits, general engineering, and treatment plant	\$50,000.00
5330 Legal Services	Attorneys	\$2,000.00
5340 GIS		\$0.00
5490 Other Professional Services	Sewer audits	\$1,000.00
5510 Postage		\$3,200.00
5520 Telephone		\$4,300.00
5560 Other-JULIE		\$200.00
5570 IT Software		\$0.00
5580 IT Hardware		\$0.00
5610 Dues		\$0.00
5630 Training	Steve/Brandon licenses, books, DVDs, and safety training	\$1,500.00
5650 Publications		\$0.00
5760 Electrical Purchases		\$25,000.00
5780 Natural Gas		\$0.00
5790 Testing		\$750.00
5930 Rentals		\$0.00
5940 Risk Management Insurance		\$9,132.90
6110 Maintenance Supplies – Buildings	Maintenance supplies	\$0.00
6120 Maintenance Supplies – Equipment	Sewer machine, gas detectors, safety equipment, and camera	\$75,000.00
6130 Maintenance Supplies – Vehicles	Tires, batteries, oil changes, etc.	\$1,000.00
6140 Maintenance Supplies – Utility System	Supplies	\$5,000.00
6150 Maintenance Supplies – Utility System	Degreaser, pipe patch kits, root killer, weed killer, control panels, and raise man holes at the lake	\$11,000.00

6160 Waste Dumping		\$500.00
6520 Operating Supplies	Disposable gloves and lab equipment	\$2,500.00
6530 Small Tools		\$500.00
6540 Janitorial Supplies/Disinfectants		\$0.00
6550 Automotive Fuel/Oil		\$6,000.00
6560 Chemicals		\$8,000.00
6610 Uniforms	Clean, boots, gloves, etc.	\$2,500.00
7100 Principal Payment – Water Plant Improvements		\$33,000.00
7200 Interest Payment – Water Plant Improvements		\$15,000.00
8100 Land		\$500.00
8300 Equipment		\$2,000.00
8400 Vehicles	Dump truck	\$0.00
8500 Utility System	Manhole frame and lids, risers – pipe, and pumps	\$20,000.00
8900 Other Improvements	Misc.	\$300,000.00
9150 Utility Tax NPDES		\$7,500.00
9290 Miscellaneous Expense		\$1,000.00
9950 G & A	Estimated	\$40,000.00
9990 Reserves – Contingency		\$220,000

Water & Sewer Minutes

June 16, 2016

The meeting was called to order by Chairman Don Perez on Thursday, June 16, 2016 at 9:02 a.m. at Carlyle City Hall. Committee members present included Don Perez, Kent Newkirk, and Jeff Taylor. Others present included John Wieter, Scott Ostrowski, Andy Wennerstrom, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the March 24, 2016 meeting, Kent Newkirk made a motion to approve the minutes. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was permission to use the National Joint Powers Alliance (NJPA) program for the sewer jetter purchase. JoAnn began by saying that the bidding process can be by a two-thirds vote of the aldermen to use the NJPA program. The City is already a member of NJPA. Scott Ostrowski from Coe Equipment came to speak with the Committee about purchasing a new jetter. He explained that if the City decides to trade in the old jetter, it would be weighed against the purchase on the invoice. Discussion then ensued as to whether to trade it in or try putting it out for bid. The trade in value would be \$4,000 and the Committee decided they could get more than that during the bidding process. JoAnn asked if using the NJPA program would affect the price in any way. Scott stated that the price would be very similar than if not using the program. When asked about a warranty on the new jetter, Scott stated that there would be a one year warranty on the major components, a prorated warranty on the axle, a two year warranty on the engine provided by the engine's manufacturer, and an additional warranty would be available at an additional cost. Scott stated that the jetter is a demonstration model and that 5 percent could be taken off of the price of \$63,500. After some discussion, the price was negotiated to \$58,000 with the trade in limited to time of delivery. Kent asked if it was possible for the old jetter to be delivered to Coe Equipment if the City needed more time for the bidding process. Scott stated that would not be an issue. Kent Newkirk made a motion to purchase the new sewer jetter at a price not to exceed \$58,000 through either the NJPA program or an outright purchase and to bid out the sale of the existing jetter. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was to seek bids or trade in the old sewer jetter. This item was discussed along with the first agenda item. See the above paragraph.

The third item on the agenda was Tractor Supply Company questions and concerns regarding water and sewer mains. John Wieter stated that currently no one knows where the sewer lines are on this property. JoAnn stated the Water Department borrowed a piece of equipment from Breese and it was being used at the time of the meeting to find the lines. After reviewing the store's plans, the Committee decided that JoAnn, John Wieter, and Andy Wennerstrom should contact Tractor Supply Company and ask if it were possible to shift the building 10 feet to the south and place a ten foot seam over the water mains. By shifting the store, this would allow the mains to be out from under the curbing and guttering of the parking lot. Tractor Supply Company would also be asked to change the proposed water meter location. No motions were made.

The fourth item on the agenda was go out for bid on the Franklin/Washington sewer replacement. The IDOT permit has been obtained and once JoAnn hears back from the First Assembly of God Church the

project will be ready to bid. John Wieter stated that once the bidding process was completed, work could be bid out towards the end of this summer or early fall. However, EPA regulations would delay work until next year. Don Perez made a motion to recommend to Council to go out for bid for the Franklin/Washington sewer replacement. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

There was no old business.

The sixth item on the agenda was new business. Andy stated that Austin Cohoon would be working at the Water Department doing some painting. Andy also stated that a tree in the back of the plant needs to come down. He is hoping the Electric Department will help him with it.

The seventh item was HMG comments. John Wieter stated that an individual is purchasing Buzz Higgins's septic business and will most likely be approaching the City regarding dumping in the lagoons. JoAnn stated that she is aware of the situation.

There were no any other comments.

There were no public comments.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Jeff Taylor seconded the motion. With all in favor, the meeting was adjourned at 9:52 a.m.

Respectfully submitted,
Martha Reinkensmeyer

Water and Sewer Minutes

July 11, 2016

The meeting was called to order by Chairman Don Perez on Monday, July 11, 2016 at 5:30 p.m. at Carlyle City Hall. Committee members present included Don Perez, Kent Newkirk, and Jeff Taylor. Others present included Mayor Mike Burton, Andy Wennerstrom, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the June 16, 2016 meeting, Kent Newkirk made a motion to approve the minutes. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the bid opening for the old sewer jetter. See the list of bids below. After reviewing the bids, Kent Newkirk made a motion to accept the bid from Mideastern Plumbing for \$4,100. Jeff Taylor seconded the motion.

Mideastern Plumbing	\$4,100
Carlyle Township	\$3,500

The second item on the agenda was old business. Andy asked the Committee why a hold was put on the water main replacement between Tenth and Thirteenth Streets. Kent stated that it was decided it was cheaper to bid out the entire water main replacement all at once. JoAnn agreed that this was the reason.

There was no new business.

The fourth item on the agenda was any other comments. Kent asked Andy about the water main break in front of Home Plate. Andy stated that the line cracked. JoAnn stated that the Water Department will be testing another hydro excavator. Judy then asked about the water main break on Jefferson. She asked if there were any tranzite pipe involved with this break. Andy stated that there was and that there are still several places in town where that pipe is being used.

There were no public comments.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Jeff Taylor seconded the motion. With all in favor, the meeting was adjourned at 5:40 p.m.

Respectfully submitted,
Martha Reinkensmeyer

Water & Sewer Minutes

August 3, 2016

The meeting was called to order by Chairman Don Perez on Wednesday, August 3, 2016 at 9 a.m. at Carlyle City Hall. Committee members present included Don Perez and Kent Newkirk. Jeff Taylor was absent. Others present included Andy Wennerstrom, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the July 11, 2016 meeting, Kent Newkirk made a motion to approve the minutes. Don Perez seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was a part-time hire. Andy stated that he would like to have an individual work a few days a week to do painting and other maintenance. After some discussion, Don Perez made a motion that Andy Wennerstrom be allowed to look for an intern who would be paid \$8.50 per hour. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was old business. JoAnn stated that the permits from EPA for the Washington and Franklin Sewer Project have come in and HMG has been told to bid out the project. JoAnn explained to the Committee the different loan options available to fund the project.

The third item on the agenda was new business. Andy stated that Nick Markin is leaving and that he would like to have interviews as soon as possible. Don Perez stated that he is recusing himself from interviews due to a family conflict. Andy added that Brenntag will be providing him with a new corrosive test.

There were no any other comments.

There were no public comments.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Don Perez seconded the motion. With all in favor, the meeting was adjourned at 9:28 a.m.

Respectfully submitted,
Martha Reinkensmeyer

Water & Sewer Committee Minutes

August 16, 2016

The meeting was called to order by Chairman Don Perez on Tuesday, August 16, 2016 at 9 a.m. at Carlyle City Hall. Committee members present included Don Perez, Kent Newkirk, and Jeff Taylor. Others present included JoAnn Hollenkamp, Mayor Mike Burton, and Andy Wennerstrom.

After reviewing the minutes from the August 3, 2016 meeting, Kent Newkirk made a motion to approve the minutes. Don Perez seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was equipment purchase. Andy updated the Committee on the hydro excavators that have been tested by the Water and Electric Departments. No motions were made.

There was no old business.

The third item on the agenda was new business. An update was given on general business.

There were no any other comments.

There were no public comments.

The sixth item on the agenda was executive session to discuss personnel. Kent Newkirk made a motion to enter into executive session. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

The seventh item was to vote on executive session item(s). Jeff Taylor made a motion to interview Bradley Fuhler, Stephen Thole, Richard Simmons, Jerod Stinnett, and Cody Smith for the Utility Operator position at the Water Department on August 29, 2016. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

With no further business to discuss, Jeff Taylor made a motion to adjourn. Kent Newkirk seconded the motion. With all in favor, the meeting was adjourned.

Respectfully submitted,
JoAnn Hollenkamp
City Administrator

Edited by Martha Reinkensmeyer

Water & Sewer Minutes

September 8, 2016

The meeting was called to order by Chairman Don Perez on Thursday, September 8, 2016 at 10 a.m. at Carlyle City Hall. Committee members present included Don Perez, Kent Newkirk, and Jeff Taylor. Others present included John Wieter, Connor Endres, Dennis Rudolphi, Ken Toennies, Andy Wennerstrom, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the August 16, 2016 meeting, Kent Newkirk made a motion to approve the minutes. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the bid opening for the Franklin/Washington Streets sewer. See the table below. John Wieter stated that he and Connor will take the bids back to HMG to review them and will send JoAnn their suggestions. Jeff Taylor made a motion to go with the lowest bidder, Haier Plumbing and Heating, with the stipulation that it meets all the bid qualifications. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

Company	5 Percent Bid Bond	Bid
Mideastern – Carlyle, IL	X	\$317,804.30
Hank’s Excavating & Landscaping – Belleville, IL	X	\$470,797.00
Haier Plumbing & Heating – Okawville, IL	X	\$303,557.50
Korte Luitjohan – Highland, IL	X	\$349,160.00

The second item on the agenda was permission to advertise for in intern at \$8.50 an hour and under 1,000 hours. After some discussion, Jeff Taylor made a motion to advertise for an intern at \$8.50 per hour and under 1,000 hours. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was permission to install a road from Old 50 to the Old State Commons Subdivision lift station. Andy stated that the lift station is currently hard to get to and is requiring more maintenance. He wants to put down rock on the existing dirt road and rock around the lift station itself. Jeff Taylor made a motion to use the best solution for installing the road. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The fourth item on the agenda was to raise the manholes by Microtel. Andy stated that these manholes have been sandbagged in the recent past due to Carlyle Lake flooding. After some discussion, Jeff Taylor made a motion to raise the manholes. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

There was no old business.

The sixth item on the agenda was new business. Don Perez stated that he observed a demonstration for a sewer jetter and was impressed with the headsets. He believes this would be beneficial to the Water Department as the workers would be in constant communication. Andy stated that he is getting prices on headsets.

There were no HMG comments.

There were no any other comments.

There were no public comments.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Jeff Taylor seconded the motion. With all in favor, the meeting was adjourned at 10:15 a.m.

Respectfully submitted,
Martha Reinkensmeyer

Water and Sewer Minutes

October 17, 2016

The meeting was called to order by Chairman Don Perez on Monday, October 17, 2016 at 9 a.m. at Carlyle City Hall. Committee members present included Don Perez, Kent Newkirk, and Jeff Taylor. Jeff Taylor arrived a few minutes late. Others present included Gene Van Dorn, John Wieter (via phone), Judy Smith, Andy Wennerstrom, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the September 8, 2016 meeting, Kent Newkirk made a motion to approve the minutes. Don Perez seconded the motion. After a voice vote, all were found in favor. Jeff Taylor was absent for this vote.

The first item on the agenda was old business. Kent Newkirk asked when the City will be ready to run the new water main line. He is concerned about the newly resurfaced intersection if there is a water main break. JoAnn called John Wieter from HMG and put him on speaker phone. John explained that when the main is replaced, it will go around the intersection and through the alleys. State Route 127 will be bored. This project will start late next year during the fall. Kent asked about what would happen if the main breaks before it is replaced. John explained that the intersection would have to be gotten into or there might be the possibility of going around the intersection, depending on the break. John stated that at an earlier meeting the Committee felt it was worth the risk to wait until next fall for this project so that it would be included in the loan from the IEPA. Gene Van Dorn then asked if any money has been set aside for emergency situations. JoAnn explained that money from the sales tax increase and the sewer rate increases will be put into reserve to use on projects such as this.

The second item on the agenda was new business. Andy stated that HMG is working on a letter to IEPA in response to its inspection.

There were no any other comments.

There were no public comments.

The fifth item on the agenda was executive session to discuss personnel. Kent Newkirk made a motion to enter into executive session. Jeff Taylor seconded the motion. With all in favor, the Committee entered into executive session.

The sixth item on the agenda was vote on executive session item(s). Kent Newkirk made a motion to ask Council to approve the posting for a Water Tech Relief Operator. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Jeff Taylor seconded the motion. With all in favor, the meeting was adjourned at 9:49 a.m.

Respectfully submitted,
Martha Reinkensmeyer

Water & Sewer Committee Minutes

November 1, 2016

The meeting was called to order by Chairman Don Perez on Tuesday, November 1, 2016 at 9 a.m. at Carlyle City Hall. Committee members present included Don Perez, Kent Newkirk, and Jeff Taylor. Others present included John Wieter, Andy Wennerstrom, Judy Smith, JoAnn Hollenkamp, Mayor Mike Burton, and Martha Reinkensmeyer.

After reviewing the minutes from the October 10, 2016 meeting, Kent Newkirk made a motion to approve the minutes. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was old business. Andy stated that the manholes that need to be raised by the Lake have the potential to be an eyesore. The current plan is for the manholes to be six foot wide and six foot high. There is another option where the cylinder would be less wide, but it would still be six foot high. John Wieter suggested using shrubbery to shield it from view. Kent Newkirk suggested using the smaller cylinder option and to then make a decision about shrubbery once it was in place.

There was no new business.

The third item on the agenda was any other comments. JoAnn stated that she received a letter from IDOT stating it agrees to delay the US Route 50 resurfacing to 2021. John Wieter added that the State now has loan forgiveness and that the City would most likely be eligible for one of these loans due to a high poverty level and declining population. Kent asked how long it would take to acquire one of these loans. John stated that it could take up to six months. The application would be submitted; once it was approved, the City would need to pass a loan ordinance. If the bids came in higher than the amount in the ordinance, the ordinance could be revised.

There were no public comments.

The fifth item on the agenda was a discussion with HMG about NPDS Discharge Permits. John stated that the draft permit has been received. He said that in the past testing has always been done by using grabs. The draft permit has now required a composite. However, John added that he has talked to his contact from IEPA and the samples will be changed back to grabs. John then asked the Committee to look at Special Condition 14. He explained that this is the same as the original permit, but that the Committee may want to change it to focus on infiltration instead of a plant. John added that the final phase could be to enlarge the plant. Special Condition 15 discussed ammonia and this could possibly be removed.

The sixth item on the agenda was executive session to discuss personnel. Kent Newkirk made a motion to enter into executive session. Jeff Taylor seconded the motion. With all in favor the Committee entered into executive session.

The seventh item on the agenda was vote on executive session item(s). Kent Newkirk made a motion to ask Council for permission to post for a foreman and a lead outside employee. Once these positions are

filled, the open position will then be posted. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Jeff Taylor seconded the motion. With all in favor, the meeting was adjourned.

Respectfully submitted,
Martha Reinkensmeyer

Water and Sewer Minutes

December 19, 2016

The meeting was called to order by Chairman Don Perez on Monday, December 19, 2016 at 9 a.m. at Carlyle City Hall. Committee members present included Don Perez, Kent Newkirk, and Jeff Taylor. Others present included Judy Smith, Andy Wennerstrom, Joe Behrman, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the November 1, 2016 meeting, Kent Newkirk made a motion to approve the minutes. Jeff Taylor seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was to either repair or replace the lift station pump. Joe Behrman stated that he spoke to Mt. Vernon Electric and received a quote for repairing the lift station pump and replacing it. To repair the lift station pump, the cost would be \$11,314.31. To replace it, the cost would be \$14,400. Joe Behrman added that this is the south lift station pump and it is one of the busiest. After some discussion, Jeff Taylor made a motion to replace the south lift station pump. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was approval to repair the water plant roof. Andy Wennerstrom stated that he received quotes from Martin Roofing and Lakeside Roofing. Each company gave quotes for different ways to fix the roof. After some discussion, Jeff Taylor made a motion to table the water plant roof repair until more information could be obtained from both companies. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was old business. Kent Newkirk asked how things were progressing with the new water line project. JoAnn stated that HMG is not ready to send the bid out yet as they are still waiting for the EPA permit. JoAnn foresees the project being bid next spring with work starting next summer. Kent asked if any lead feeds along the new line would be replaced. Andy stated that they would. Kent stated that he would like to have John Wieter present at the next Water and Sewer Committee meeting.

There was no new business.

The fifth item on the agenda was any other comments. Don Perez stated that he would be recusing himself from executive session and from the interview process for the Water and Sewer position.

There were no public comments.

The seventh item on the agenda was executive session to discuss personnel. Kent Newkirk made a motion to enter executive session. Jeff Taylor seconded the motion. With all in favor, the committee entered executive session at 9:23 a.m.

The eighth item on the agenda was to vote on executive session item(s). No motions were made.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Jeff Taylor seconded the motion. With all in favor, the meeting was adjourned at 9:39 a.m.

Respectfully submitted,
Martha Reinkensmeyer