

ARCOLA/TUSCOLA JOINT WATER AGENCY MEETING

January 8, 2019

Bill Wagoner called the meeting to order at 4:30 PM at Arcola City Hall. Roll call: Tuscola –Alan Shoemaker, Drew Hoel, Alta Long; Arcola – Ed Fidler, Terry Foran, Bill Wagoner. Also present was Lee Beckman with Milano and Grunloh.

AGENDA: Without additions, changes, or objections, the agenda was approved as presented.

MINUTES OF PREVIOUS MEETING AND THE SPECIAL MEETING: Wagoner presented minutes from the October 11, 2018 regular meeting. Motion by Foran, second by Shoemaker to approve as presented. All in favor, motion passed.

FINANCIAL STATEMENTS: Wagoner presented the Financial Statements dated December 31, 2018. The packets included the financial records prepared by Arcola as well as updates prepared by Tuscola on the usage by organization allocation of the water within the Joint Agency and an update on the balance on the Account Receivable from the City of Arcola to the Joint Agency. Motion by Shoemaker, second by Foran to approve as presented. All in favor, motion passed.

OLD BUSINESS: None

NEW BUSINESS

Sadorus Pump Station: Lee Beckman presented a study prepared by Milano and Grunloh Engineers. Milano and Grunloh prepared an analysis on the current condition of the pump station and identified options and cost estimates for repairing the facility and replacing the facility.

Repair estimates included:

- Sandblast and Paint \$34,224.00
- Various Metal Repair \$2,500.00
- Repair Existing Pump \$5,000.00
- Add VFD to Repaired Pump \$19,522.00
- Replace 2 Check Valves \$10,000.00
- Install Dehumidifier \$2,320.00
- Replace Heat/Cool Unit \$9,800.00
- Engineering as requested by Joint Agency

Optional: New Pump with VFD would be \$110,000 per pump.
 New telemetry system would be \$140,000.
 Install exterior bypass \$25,000.

New Booster Station:

- Install bypass \$25,000
- 2 Pump station with VFD \$325,000
- Station set, hook-up etc \$30,000
- Engineering TBD

Beckman reported that with repair and the City of Arcola and Tuscola taking over maintenance of the pump station there should be 15 years of life in the existing structure versus 40 years on a new station. Beckman outlined terms for financing a new station via USDA or the Illinois EPA, but recommended that the Cities manage the repairs to the station as their own general contractor with engineering as needed.

Hoel reported that the majority of the items fall under the threshold for bids so the repairs can be started with the Joint Agency approval. The painting portion exceeds the threshold and may require action by the respective City Councils.

Alta reported that the contracts with Cabot and West Prairie Water allow for the Joint Agency to pass along their share of the capital improvement costs as part of the monthly billing. This will allow the Agency to recover a portion of these costs. There are funds within the Joint Agency that will allow for the repairs to be paid for as they are made, where a new station would require the agency to borrow funds to complete the work.

Motion by Shoemaker to authorize those elements of the repairs identified in the Milano and Grunloh report which do not exceed \$10,000 in cost (pump repair, check valve replacement, dehumidifier, and HVAC system replacement.) All in favor, motion passed.

The remaining elements of the repairs, being the installation of one new Variable Frequency Drive and the sandblasting, welding, and painting of the station enclosure, will require future action by the Board and/or the City Councils of Arcola and Tuscola. Hoel and Wagoner will obtain competitive proposals for these project elements for consideration and approval at a later date.

Water Billing and Accounting Software: Alta Long presented a proposal to purchase a subscription to Quickbooks On-line. The service will cost \$17 a month during the trial period then increase to \$35 per month. Staff in Arcola and Tuscola are fluent in Quickbooks and will make it easier to share duties and access between communities as each have different, specialized software for their daily usage.

Long presented a proposal from UBMax Basic for the water billing for the rural customers on the Joint Agency line. There is an initial charge of \$845 for activation/licensing and includes a supply of billing cards. After that, there is a \$425 annual fee.

Motion by Shoemaker to proceed with the purchase of Quickbooks and UBmax services, second by Foran to approve. All in favor, motion passed.

Invoices for Service: The invoice from the City of Arcola for services to the Joint Agency in the amount of \$2,333.32 was presented. Motion by Foran, Second by Shoemaker to approve and pay the invoices as presented. All in favor, motion passed.

The invoice from the City of Tuscola for services to the Joint Agency was in the amount of \$2,531.33. Motion by Foran, second by Fidler to approve and pay the invoice as presented. All in favor, motion passed.

Next Meeting: The next regular meeting will be on Tuesday, April 9, 2019 at 4:30 p.m. at Tuscola City Hall. Motion by Fidler, second by Shoemaker to adjourn. All in favor, meeting adjourned at 5:27 p.m.

Respectfully submitted,

Bill Wagoner