

# **HENDERSON WATER DISTRICT REGULAR MEETING OF THE BOARD OF DIRECTORS**

September 23, 2025

The regular meeting of the Board of Directors of Henderson Water District, hereinafter referred to as “Water District” or “HWD”, was held at MJM Electric Cooperative’s headquarters located at 18300 Shipman Road, in Carlinville, Illinois at 6:30 p.m., on Tuesday, September 23, 2025.

## **Call to Order**

The meeting was called to order at 6:31 p.m. by Scott Peterson, Chairman, who chaired the meeting and Paul Beeler served as Secretary.

## **Roll Call**

Upon roll call, Chairman Peterson reported the following to be present: Chairman Scott Peterson, Vice President Keith Harms, Secretary/Treasurer Paul Beeler, and Director Tammy Dugan. Director Eric England was absent. Also in attendance were HWD Operator Tim Walter and Heneghan Associates representatives Ronnie Paul, Mary Blotna, and Sara Harding. Jen Peterson served as recorder of the meeting minutes.

## **Introduction of Visitors**

Visitors Cody Gudgel and Vicki Burns were introduced.

## **Prior Meeting Minutes**

Upon a motion made by Mr. Beeler, which was seconded by Ms. Dugan, and carried out unanimously, the minutes of the August 27, 2025 Regular Board Meeting were approved as presented.

## **Operator’s Report – *Tim Walter, HWD Operator***

Mr. Walter discussed his HWD activities for the month. All manually read meters were exchanged except for ten 1-inch meters which are on order. There was an issue with the master reader at Litchfield’s pit which was resolved on September 19<sup>th</sup>. Litchfield flushing was completed at the request of Mr. Walter, and the recently purchased chemical trailer is being modified to incorporate a free chlorine burn feature. Mr. Walter purchased a midrange metal utility locator for \$648.

## **Treasurer’s Report – *Paul Beeler, Treasurer***

Mr. Beeler reviewed and discussed the financial reports with the board. A motion was made by Ms. Dugan to approve the treasurer’s report as presented. The motion was seconded by Mr. Harms, and it carried unanimously.

## **Phase V Project**

### **Contractor's Pay Request**

Mr. Paul discussed Phase V contractor pay requests and the analysis of funds.

### **Resolution to Pay Phase V Related Bills**

After discussing Phase V related bills, a motion was made by Mr. Beeler to pay resolution 2025-09 totaling \$695,863.00 and seconded by Mr. Harms, which passed unanimously.

### **Phase V Change Orders**

No change orders to discuss.

### **Use of Additional Funds**

Mr. Paul reported that steps are being taken to obtain extension approvals from Rural Development for use of additional funds. After approvals are granted, a construction plan will be made, and easements will be requested.

### **Engineer's Report – *Heneghan Associates***

Mr. Paul provided an update on the Phase V expansion project including mentioning that the Phase V loan closing is tomorrow, September 24, 2025.

## **OLD BUSINESS**

### **Two Board Members Vacancies**

One representative from Montgomery and Macoupin counties are still needed on the HWD board.

### **Nilwood's Request for HWD to Serve as Backup Water Source**

Director Harms informed the board that Nilwood will reach out to HWD when they are ready to move forward with the request for HWD to be a redundant water source.

### **Wisper Internet's Lack of Service Coverage**

Mr. Peterson informed the board that he spoke with Wisper Internet regarding their lack of service coverage. This topic will be further discussed at October's meeting.

### **HWD Minutes Recorder – Replacement Needed**

Vicki Burns has shown interest in taking on the responsibility of recording the minutes for HWD board meetings and understands compensation for these duties would be \$60 per meeting. The transition would take place after the October 2025 board meeting if she accepts the role.

## **NEW BUSINESS**

### **Kelly Hutson – Liabilities Regarding Expansion Tanks on Water Heater**

Mr. Walter and Mr. Paul explained the liability of expansion tanks on water heaters. This topic is considered resolved unless it is brought up again in the future.

**HWD and Heneghan and Associates, P. C. Agreement for Billing and Treasury Services**

Mr. Paul provided and discussed information related to contract modifications and associated costs for Heneghan and Associates, P. C. to provide billing and treasury services to HWD. Further discussion will take place at the October board meeting.

**Water Meter Replacement Billing Practices**

A motion was made by Mr. Harms to make a one-time bill adjustment for billing discrepancies due to the timing of the meter replacements. Mr. Beeler seconded the motion which passed unanimously. In conjunction with the prior motion, a second motion was made by Ms. Dugan to waive event-related late fees and to not send late notices that month. The motion was then seconded by Mr. Harms, which passed unanimously.

**HWD Website Opportunity**

The board discussed the pros and cons of developing a website for HWD. Further discussion will take place next month.

**Loan Resolution Certificate**

Mr. Harms made a motion to grant Mr. Peterson authorization to sign loan closing certifications on behalf of HWD in the amounts of \$2,410,000 and \$2,955,000. Ms. Dugan seconded the motion, and it passed unanimously.

**Central Macoupin County RWD Late Fee Discussion**

The board discussed removing the late penalty for Central Macoupin County RWD due to a mistake made when mailing the payment stub without the check. Mr. Harms made a motion to make a one-time exception for the neighboring water district and waive the late fee as a courtesy. The motion was seconded by Ms. Dugan and passed unanimously. Cody Gudgel left the meeting.

**Annual Reports Review and Discussion**

A lengthy discussion took place regarding the annual report. After discussions concluded, Mr. Beeler made a motion to approve the annual report as presented. Mr. Harms seconded the motion which passed.

**Next Regular Board Meeting**

The next regular Board meeting is scheduled for Wednesday, October 22, 2025 at 6:30 p.m. and will be held at MJM Electric Cooperative's headquarters located at 18300 Shipman Road, in Carlinville, Illinois.

**Adjournment**

The meeting was adjourned at 8:15 p.m. by a motion made by Ms. Dugan, seconded by Mr. Harms, and passed unanimously.

Paul Beeler, Secretary