

**Minutes of the Meeting of the Board of Trustees
Bloomington Township Public Water District
February 8, 2022**

Vice - Chairman Jeff Wilcox called the regular monthly meeting of the Trustees of the Bloomington Township Public Water District to order at 6:45 p.m. on February 8, 2022.

Trustees present: Jeff Wilcox, John Emmert, Dave Baugh, and Greg Allen
Absent: Renee Ponsonby. Vice - Chairman Jeff Wilcox declared a quorum of trustees were present. In attendance via ZOOM while on vacation, Tom Husek and Dan Wilcox.

Others present included: District Manager Micah Stickling, Treasurer Karen Williams, Attorney Dan Deneen, and Joe Dehn from Depew & Dehn, Attorneys (prospective replacement as legal counsel for BTPWD).

Previous Minutes Approval:

Dave Baugh made a motion to approve the January 11, 2022, board meeting minutes: second by John Emmert. All ayes – motion carried. Absent: Renee Ponsonby.

Copies will be sent to the Administrator of McLean County, as is the present practice.

Monthly Bill Approval/Disbursements and Financial Reports:

The January disbursements to be approved were submitted by Treasurer Karen Williams.

Dave Baugh suggested pulling the G.A. Rich bill for payment approval until after the discussion later in the meeting.

Dave Baugh made a motion to approve the January disbursements as submitted with the exception of the G.A. Rich bill: second by John Emmert. All ayes – motion carried. Absent: Renee Ponsonby.

Copies of the following reports were e-mailed to each person present:

- Balance Sheet as of January 31, 2022

- Balance Sheet – Previous Year Comparison (January 2022 compared to January 2021)
- Profit & Loss – Actual vs. Budget for January 2022
- Profit & Loss Year to Date July 2021– January 2022
- Profit & Loss by Month
- Profit & Loss – Year to Year Comparison for January (July 2021 – January 2022 compared to July 2020 – January 2021)

Greg Allen made a motion to approve the draft financial statements as presented: second by Dave Baugh. All ayes – motion carried. Absent: Renee Ponsonby.

Managers' Report

A. General Updates:

- Non-Revenue water is up for January: possible leaks in both West Phase and Crestwicke; he has looked for signs during driving inspections but noted that leaks are eventually identified by owners
- There were issues with the monthly coliform samples freezing during transit to testing labs; his solution was to drive and deliver the samples to Springfield in person; two trips were required
- He will be attending the ILRWA conference February 15-17; Will Spotts will be the standby operator on call
- Still working with Dan Deneen, Joe Dehn and Joe Mikulecky on a standard template contract form for relocating flush hydrants and similar projects
- He and Joe Mikulecky are working on updating the forms and specifications for projects for the District; the documents are not finalized yet. Both of the tasks should lead to uniform information being distributed and the District being assured that future projects are performed properly to reduce future exposure to the District for substandard planning or construction, or miscommunications with outside parties
- 25 J.U.L.I.E. locates

B. Board of Trustees Contact

Micah addressed the issue of a BTPWD customer wanting to speak to someone higher in the organization chart than any of the office employees. One option he identified is the “contact us” page of the BTPWD website. This would allow for a trustee’s personal e-mail or phone number to not be posted on the website but would

allow those wishing to contact any employee's supervisor to have a means to do so. Micah feels this would be beneficial.

The trustees concurred that this issue should be tabled until the March meeting where a full board would be present for discussion. The consensus of the Board was that this addition to current District transparency would be beneficial to the District and its users.

Engineer's Report

No Report

Attorney Report – Dan Deneen

No Report

Trustees

A. Amend Fiscal Year 2022 Budget

The invoice from G.A. Rich for the water main repair at Rt.9 & Rivian has been received. The total amount for the repair is \$62,797.86. Micah reported that after a thorough review, the final amount of the bill was fair and reasonable and recommended approval of payment.

Due to the cost of the repair being larger than BTPWD's Maintenance and Repair budget for fiscal year 2022, amending the budget for the line item "Maintenance & Repairs" is required prior to paying this bill.

Dave Baugh made a motion to adopt the budget change for Maintenance & Repairs by increasing the budget for fiscal year 2022 to \$99,067.86; second by Greg Allen.

Roll call vote: Emmert – aye, Baugh – aye, Allen – aye, Wilcox (Jeff) – aye. Motion passed unanimously. Absent: Renee Ponsonby.

John Emmert made a motion to pay the G.A. Rich bill in the amount of \$62,797.86; second by Greg Allen.

Roll call vote: Wilcox (Jeff) – aye, Baugh – aye, Emmert – aye, Allen – aye.
Motion passed unanimously. Absent: Renee Ponsonby.

Adjournment

Jeff Wilcox made a motion to adjourn the regular board meeting: second by Dave Baugh. All ayes – motion carried. Absent: Renee Ponsonby.

Meeting adjourned at 7:40 p.m.

Respectfully Submitted



Karen Williams, Secretary

Attest: 
BTPWD Chairman or Vice Chairman