

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

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

Trustees present: Jeff Wilcox, Dave Baugh, Greg Allen, John Emmert, Renee Ponsonby, Tom Husek, and Dan Wilcox. Chairman Wilcox declared a quorum of trustees were present.

Others present included: District Manager Micah Stickling, Treasurer Karen Williams, Attorney Joe Dehn from Depew & Dehn, Engineer Joe Mikulecky and Brett Petersen from Busey Wealth Management.

Previous Minutes Approval:

Dave Baugh made a motion to approve the October 11, 2022, board meeting minutes: seconded by John Emmert. All ayes – motion carried.

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

Presentation: Brett Petersen – Busey Wealth Management

Highlights of Brett's presentation:

- A one-year Treasury ladder with staggered maturity dates is the suggested way to invest BTPWD funds at the present time given the current market conditions
- Busey has a local team in the Wealth Advisory Department
- Bonds and notes are risk free assets and thereby approved under the Illinois Public Funds Act
- Due to the already established relationship with Busey Bank – the \$5,000 minimum annual fee is being waived and the fees will be 30 basis points
- The Wealth Management Account for BTPWD has been opened and is ready to receive funds for investing
- Suggested investments in increments of \$100,000

- Reinvestment upon maturity is automatic unless a Busey representative is notified otherwise
- Monthly statements will show accrued interest – and there are two platforms to get needed documents: Weblink and Black Diamond

Trustees

A. Investment Policy

Tom Husek made a motion to transfer \$400,000 from the Busey checking account to the Busey Treasury ladder (investment in Treasury notes) on November 9, 2022, in increments of \$100,000 with maturities of 6, 7, 8, and 9 months; second by John Emmert. All ayes – motion carried.

Renee Ponsonby made a motion to have the November 10, 2022, maturing CD's with First State Bank be deposited into the Busey Treasury ladder in \$100,000 increments with maturities of 10,11,12, and 13 months; second by Greg Allen. All ayes – motion carried.

John Emmert made a motion to have the November 25, 2022 maturing CD with First State Bank be deposited into the Busey Treasury ladder in the amount of \$100,000 and the remainder of the CD (approximately \$32,000) staying in the Busey checking account; second by Dave Baugh. All ayes – motion carried.

Motion by John Emmert to close the First State Bank Money Market account and deposit \$100,000 in the Busey Treasury ladder with the remaining approximately \$7,000 staying in the Busey checking account: second by Renee Ponsonby. All ayes – motion carried.

Monthly Bill Approval/Disbursements and Financial Reports:

The October disbursements to be approved were submitted by Treasurer Karen Williams. Karen requested that two additional disbursements be approved. 1) G.A. Rich in the amount of \$6,323.86 and 2) WinSupply in the amount of \$627.11.

Tom Husek made a motion to approve the October disbursements as submitted with the addition of payments to G.A. Rich for \$6,323.86 and WinSupply for \$627.11: seconded by John Emmert. All ayes – motion carried.

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

- Balance Sheet as of October 31, 2022
- Balance Sheet – Previous Year Comparison (October 2022 compared to October 2021)
- Profit & Loss – Actual vs. Budget for October 2022
- Profit & Loss – Actual vs. Budget Year to Date (July – October 2022)
- Profit & Loss – By Month
- Profit & Loss – Year to Year Comparison for October (July - October 2022 compared to July - October 2021)

Tom Husek made a motion to approve the draft financial statements as presented: seconded by Dave Baugh. All ayes – motion carried.

Treasurer's Report

A. General Update

Karen informed the trustees that the option for Credit Card auto pay had been added to the WEB portal and that three people had already signed up.

Managers' Report

B. General Updates

- Hydrant flushing has been completed
- Meter replacement is ongoing; goal for the year is 100 meter replacements – 20 are completed; due to the age and wear – some pit meter replacements have been a bit more difficult
- GIS Mapping for BTPWD assets is ongoing; this year's goal was two subdivisions – Apollo Acres and King Mill - which are approximately 25-30% complete
- BlueCross Blue Shield health insurance will automatically renew in December
- There has been no further communication from the resident in West Phase wishing to connect to BTPWD's water service
- A generator has been purchased as backup power for the water tower
- He climbed the Water Tower along with Engineer Joe Mikulecky during the tank inspection
- Second round of disinfection sampling has been completed

Attorney Report

No report

Engineer's Report

Highlight of Joe's report:

- While performing the tank inspection – the paint job from 2015 looks good; an area on the roof needs to be monitored
- He has no information or report from the City of Bloomington regarding increases in water rates
- Recommended that BTPWD consider small annual rate hikes to avoid a big rate hike at some future point

Executive Session:

Greg Allen made a motion to close the regular meeting and move to executive session to discuss mid-year employee performance review and a review of executive session minutes: second by Jon Emmert. All ayes – motion carried.

Dave Baugh made a motion to open executive session at 8:10 p.m.: second by Renee Ponsonby. All ayes – motion carried.

John Emmert made a motion to close the executive session at 8:36 p.m.: second by Greg Allen. All ayes – motion carried.

Re-open Regular Board Meeting:

Tom Husek made a motion to reopen the regular board meeting at 8:36 p.m.: second by Dave Baugh. All ayes – motion carried.

The consensus of the trustees was to keep the executive session meeting minutes private.

Adjournment


Tom Husek made a motion to adjourn the regular board meeting: second by Jeff Wilcox.. All ayes – motion carried.

Meeting adjourned at 8:37 p.m.

Respectfully Submitted



Karen Williams, Secretary

Attest: 
BTPWD Chairman or Vice Chairman