

**Minutes of the Meeting of the Board of Trustees  
Bloomington Township Public Water District  
June 13, 2023**

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 June 13, 2023.

Trustees present: Dave Baugh, John Emmert, Greg Allen, Renee Ponsonby, Tom Husek, Mike Kirk, 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.

**Previous Minutes Approval:**

Tom Husek made a motion to approve the May 9, 2023, board meeting minutes: second by John Emmert. All ayes – motion carried.

**Monthly Bill Approval/Disbursements and Financial Reports:**

The May disbursements to be approved were submitted by Treasurer Karen Williams. Treasurer Williams asked that the trustees approve an additional disbursement to DMI Technology in the amount of \$2,988.63.

Mike Kirk made a motion to approve the May disbursements as submitted with the additional disbursement to DMI Technology in the amount of \$2,988.63: second by Renee Ponsonby. All ayes – motion carried.

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

- Balance Sheet as of May 31, 2023
- Balance Sheet – Previous Year Comparison (May 2023 compared to May 2022)
- Profit & Loss – Actual vs. Budget for May 2023
- Profit & Loss – Actual vs. Budget Year to Date (July 2022 – May 2023)
- Profit & Loss – By Month

- Profit & Loss – Year to Year Comparison for May (July 2022 – May 2023 compared to July 2021 – May 2022)

There was discussion about the recording of the value of Treasury Notes in the financial statements. The trustees, in general, would like to see unrealized gains/losses recorded in the financial statements. Karen will contact Robert McGlade, BTPWD's auditor, for guidance.

In addition, the trustees would like a representative from Busey Bank to attend a BTPWD board meeting and better explain how treasury notes work and how earnings are determined. Micah will contact Taylor Morgan from Busey Wealth Management and request that he provide a presentation to the trustees and BTPWD staff.

Dave Baugh made a motion to approve the draft financial statements as presented: second by Mike Kirk. All ayes – motion carried.

### **Final Fiscal Year 2024 Budget**

Treasurer Williams provided the BTPWD trustees with the final budget which includes all trustee recommendations and approved employee compensation.

Renee Ponsonby made a motion to approve and adopt the Fiscal Year 2024 budget as presented by Treasurer Williams: second by John Emmert. All ayes – motion carried.

The trustees requested that notice of the increase in the minimum bill from \$20.90 to \$22.90 be included on the June water bills.

### **Managers' Report**

#### **A. General Updates**

- West Phase vault lost power on May 7 due to a power supply that went bad. On May 19 there was a low tower alarm. It appeared that the controller failed. On Monday, May 22 another part failed. The lead time for new parts was June 29<sup>th</sup>. In the meantime, a refurbished one was found. For 13 days, the tower had to be monitored and manually filled.
- The work from DMI Technology upgrading the phone system, data backup and security is substantially complete.

- Two Hydrants have been replaced: one in Apollo Acres, one in Crestwicke
- There is a new valve that needs replacement – the quoted price for the work to be done is \$24,880.
- Met with Tim Ervin from BNWRD
- 140 J.U.L.I.E. Locates (due to Rt. 9 resurfacing and Crestwicke cable – underground boring)

### **Attorney Report**

Joe Dehn reported that he, Micah, and Rick Ramirez were on a conference call to discuss the issues in Kings Mill with two corporation stops being in the “off position” when they should have been “on” at the end of the subdivision development. There are invoices totaling \$5,870.10 from G.A. Rich for the work to locate, dig up and repair the service lines.

Rick Ramirez, Kings Mill LLC, agreed verbally to pay \$3,000 of the total \$5,870.10.

Mike Kirk made a motion to accept the \$3,000 payment offer from Kings Mill LLC and to instruct attorney Joe Dehn to prepare a letter in writing to Rick Ramirez formally stating the acceptance: second by John Emmert. All ayes – motion carried.

### **Trustees**

#### **A. Form Committee for Long Term Planning**

The trustees noted that Mike Kirk and Dave Baugh along with Micah Stickling will form the committee for Long Term Planning.

### **Executive Session:**

At 7:50 p.m., Tom Husek made a motion to close the regular board meeting and move to executive session to discuss Employee Performance and Development review: second by Greg Allen. All ayes – motion carried.

At 7:52 p.m., Tom Husek made a motion to open the executive session: second by Greg Allen. All ayes – motion carried.

At 8:07 p.m., Tom Husek made a motion to close the executive session: second by Mike Kirk. All ayes – motion carried.

At 8:08 p.m., Tom Husek made a motion to reopen the regular board meeting: second by Greg Allen. All ayes – motion carried.

### Adjournment

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

The meeting was adjourned at 8:09 p.m.

Respectfully Submitted



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Karen Williams, Secretary

Attest:



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BTPWD Chairman or Vice Chairman