

**Minutes of the Meeting of the Board of Trustees
Bloomington Township Public Water District
August 8, 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 August 8, 2023.

Trustees present: Mike Kirk, Dave Baugh, John Emmert, Greg Allen, 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 and Engineer Joe Mikulecky from Farnsworth Group.

Previous Minutes Approval:

Tom Husek made a motion to approve the July 11, 2023, board meeting minutes: second by John Emmert. All ayes – motion carried.

Monthly Bill Approval/Disbursements and Financial Reports:

The July disbursements to be approved were submitted by Treasurer Karen Williams. Treasurer Williams asked that the trustees approve an additional disbursement to Consolidated Call Service Center in the amount of \$142.02.

Mike Kirk made a motion to approve the July disbursements as submitted with the additional disbursement to Consolidated Call Service Center in the amount of \$142.02: second by Renee Ponsonby. All ayes – motion carried.

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

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

During discussion of the financial statements – it was noted that Audit fees should have been budgeted for the month of October as is normally done – rather than record that expense over a 12-month period. Treasurer Williams will make that change.

Treasurer Williams noted that excess cash in the Busey Operations Checking account could be moved to the Busey Treasury Money Market investing in treasury notes. There was consensus by the trustees that this should be done.

Greg Allen made a motion to move \$100,000 from the Busey Checking account to the Busey Wealth Management Money Market: second by Dave Baugh. All ayes – motion carried.

John Emmert made a motion to approve the draft financial statements as presented: second by Renee Ponsonby. All ayes – motion carried.

Managers' Report

A. General Updates

- Major focus on meter change outs; thirteen change outs have been completed since July 1; 50 meters have been identified for replacement.
- G.A. Rich Vac Truck Work: 2 curb stops and 2 meter pits; one curb stop was essential to repair to legitimately threaten a customer who was on disconnect list for non-pay.
- Attended an ILRWA (Illinois Rural Water Association) – information learned may lead to some policy proposal changes in the future.
- Insurance: 1) Checked on insurance coverage for the water main break in Crestwicke, finding was that underground facilities are not covered; 2) Increased the coverage for the water tower to 2 million on recommendation from engineer Joe Mikulecky due to the current prices for constructing a water tower; 3) Have received renewal application which Treasurer Williams is currently working on
- Monitoring the following work in the district: Lara Trace culvert replacements, valve boxes in road being maintained after resurfacing on Rt. 9, directional boring in Crestwicke, landscape repairs for hydrant and vault in Apollo Acres and water main break in Crestwicke.
- 140 J.U.L.I.E. Locates
- Water Usage: Crestwicke – 1) there is a service line leak on Blooming Grove between the curb stop and the meter – homeowner is to fix, 2) there is a homeowner with two water services in his home which was discovered during a

meter change out. West Phase – after August billing will be able to determine if repairing the valve leak will reduce unbilled revenue.

Attorney Report

Joe Dehn reported that the check was received from Rick Ramirez, Kings Mill LLC for the curb stop repair in Kings Mill.

Trustees

A. Long Term Planning

Mike Kirk provided a summary of the discussions of the planning committee (compromised of himself, Dave, and Micah).

- Growth of district to other areas – Sherwood Forest – areas off Towanda Barnes Road – but ultimately this was dropped as a consideration at this time.
- Infrastructure was determined to be the priority issue: 1) adding valves into the system, 2) getting rid of dead ends in the system which means looping the system - that requires easements, new water mains.
- If proceeding with projects – it will be necessary to hire an assistant to the district manager.
- The goal is to increase resiliency to repairs throughout the system.

Adjournment

John Emmert made a motion to adjourn the regular board meeting: second by Renee Ponsonby. All ayes – motion carried.

The meeting was adjourned at 7:39 p.m.

Respectfully Submitted



Karen Williams, Secretary

Attest:

A handwritten signature in black ink, appearing to read "David W. O'Leary", written over a horizontal line.

BTPWD Chairman or Vice Chairman