

**Minutes of the Meeting of the Board of Trustees
Bloomington Township Public Water District
October 10, 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 October 10, 2023.

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

Others present included: District Manager Micah Stickling, Treasurer Karen Williams, and Attorney Joe Dehn from Depew & Dehn.

Previous Minutes Approval:

Tom Husek made a motion to approve the September 12, 2023, board meeting minutes: second by John Emmert. All ayes – motion carried. Absent: Renee Ponsonby.

Monthly Bill Approval/Disbursements and Financial Reports:

The September disbursements to be approved were submitted by Treasurer Karen Williams. Treasurer Williams asked that the trustees approve an additional disbursement to Joe Dehn for \$2,000, for third quarter 2023 legal retainer fees.

Mike Kirk made a motion to approve the September disbursements as submitted with the additional disbursement to Joe Dehn in the amount of \$2,000: second by Dave Baugh. All ayes – motion carried. Absent: Renee Ponsonby.

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

- Balance Sheet as of September 30, 2023
- Balance Sheet – Previous Year Comparison (September 2023 compared to September 2022)
- Profit & Loss – Actual vs. Budget for September 2023
- Profit & Loss – Year to Date (July – September 2023)
- Profit & Loss by Month
- Profit & Loss by Class

- Profit & Loss – Year to Year Comparison for September (September 2023 compared to September 2022)

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

Treasurer's Report

Treasurer Williams explained that an “Annual Treasurer’s Report” was to be prepared and published on an annual basis. The Treasurer’s report is cash based, unlike the district financials which are accrual based. Simply put, for the time period stated – actual cash received and cash expended is reported. The approved report has historically been published in the “Normalite”.

Tom Husek made a motion to approve the annual treasurers report and have it published in the Normalite; second by Mike Kirk. All ayes – motion carried. Absent: Renee Ponsonby.

Managers' Report

A. Kings Mill Subdivision

Micah informed the trustees that NICOR hit a water service line in the Kings Mill Subdivision. The service was unknown and not recorded on any maps. Micah noted that reasonable cost expectations of further situations like this are in the \$1500 to \$4400 range.

Joe Dehn stated that he is aware of the situation, will be talking to Rick Ramirez, Kings Mill LLC and will ask for permission to get documents from Kings Mill LLC engineers, Lewis, Yockey and Brown.

B. West Phase and Crestwicke Water Main Extensions – Engineering

Micah reported the following update as part of the long-range planning:

- West Phase – engineering for Scope of Services was just received and will be on the November agenda.
- Crestwicke – this project is more complicated because it is being done in conjunction with BNWRD’s engineers.

C. General Updates

- Fiber installation in Crestwicke is complete.
- Monitoring of the chlorine in Crestwicke is continuing.
- Non billed water (water purchased but not billed to any customer) – no known reason yet – nothing obvious to date to indicate where a leak is located.
- Hydrant Flushing: West Phase – week of October 23; Crestwicke – week of October 30
- 103 J.U.L.I.E. Locates

Attorney Report

No additional report – see above for discussion on Kings Mill

Trustees

No Report

Adjournment

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


The meeting was adjourned at 7:42 p.m.

Respectfully Submitted



Karen Williams, Secretary

Attest:


BTPWD Chairman or Vice Chairman