

**Minutes of the Meeting of the Board of Trustees
Bloomington Township Public Water District
April 12, 2022**

Chairman Tom Husek called the regular monthly meeting of the Trustees of the Bloomington Township Public Water District to order at 6:45 p.m. on April 12, 2022.

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

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:

Jeff Wilcox made a motion to approve the March 8, 2022, board meeting minutes: second by John Emmert. All ayes – motion carried. Absent: Dave Baugh.

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

Monthly Bill Approval/Disbursements and Financial Reports:

The March disbursements to be approved were submitted by Treasurer Karen Williams. Karen requested approval of the following additional disbursement: G.A. Rich in the amount of \$13,500.00

Dan Wilcox made a motion to approve the March disbursements as submitted with the addition of payment to G.A. Rich in the amount of \$13,500.00; second by Renee Ponsonby. All ayes – motion carried. Absent: Dave Baugh.

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

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

- Profit & Loss Year to Date July 2021– March 2022
- Profit & Loss by Month
- Profit & Loss by Class
- Profit & Loss – Year to Year Comparison for March (July 2021 – March 2022 compared to July 2020 – March 2021)

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

Managers' Report

A. General Updates:

- The following repairs were made: 1) Service line in Lucca Forrest (underneath the road) and 2) Service line on White Tail Drive and 3) Jolly Lake Rd. hydrant. To clarify - the Jolly Lake Rd. hydrant and White Tail Drive repair were also noted at the March meeting.
- A homeowner in Crestwicke had a service line leak – on their side of the meter.
- Micah noted that water usage is down significantly after repairing the two leaks in West Phase and the homeowner repairing a service line in Crestwicke
- Hydrant Flushing was performed the past two weeks and is now complete; all went well.
- Illinois EPA testing requirements for Fiscal Year 23 have been received. This year includes lead and copper sampling. These samples will be provided by homeowners – and it will be the first usage in the morning.
- Micah has submitted his operator certification renewal
- CCR Report (Annual Water Quality Drinking Report) for 2021 has been posted on the website and notification to customers will be posted on both April and May billing statements
- 58 J.U.L.I.E. locates
- Micah has been working on the budget with Treasurer Williams; his review will be complete by the end of the week. After final changes, the first draft of the budget will be sent to the finance committee

B. CUSI Web Portal Update

Micah provided a brief synopsis of the changes to CUSI (BTPWD's water billing software and WEB portal) that have occurred. Due to updated security protocols – CUSI will no longer be offering our current system of batch processing e-checks made

through BTPWD's website/web portal. The new changes will require: a micro server here at the BTPWD office, an SSL certificate (security certificate); acceptance of debit and credit card payments (fees to be paid by the customer).

E-checks can still be accepted but at an increased cost. BTPWD currently is absorbing these processing costs.

Micah noted that if the change is approved by the trustees – the hope is that the new system and payment options will be up and running in 4 to 6 weeks.

Jeff Wilcox made a motion for Karen, BTPWD Treasurer and Micah, BTPWD District Manager to proceed with implementation of online web payments options for debit card, credit card and ACH – but excluding e-checks; second by John Emmert. All Ayes – motion carried. Absent: Dave Baugh.

Engineer's Report

NONE

Attorney Report

No Report

Trustees

A. CDARS renewal


Tom informed the trustees that several CD's were renewing in April. Per prior discussion – all will be renewed for three months with the hope that interest rates will eventually rise.

Adjournment

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

Meeting adjourned at 7:48 p.m.

Respectfully Submitted



Karen Williams, Secretary

Attest: 
BTPWD Chairman or Vice Chairman