

**Minutes of the Meeting of the Board of Trustees  
Bloomington Township Public Water District  
August 9, 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 August 9, 2022.

Trustees present: Jeff Wilcox, Dave Baugh, Renee Ponsonby, John Emmert, Greg Allen, Dan Wilcox, and Tom Husek. 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 July 12, 2022, board meeting minutes: second by John Emmert. All ayes – motion carried.

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

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

The July disbursements to be approved were submitted by Treasurer Karen Williams. Karen requested approval of the following additional disbursement: U.S. Postal Service in the amount of \$275.00

Renee Ponsonby made a motion to approve the July disbursements as submitted with the addition of payment to the U.S. Postal Service in the amount of \$275.00: second by Dave Baugh. All ayes – motion carried.

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

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

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

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

## **Treasurer's Report**

### **A. State of Illinois – Unemployment Audit**

Karen informed the trustees that notice of a formal audit had been received from the Illinois Department of Employment Security. She has already completed the audit and the initial and exit interviews. The IDES auditor reported that there were no discrepancies and once his report is reviewed by his supervisor, BTPWD will receive a formal letter from IDES stating the results of the audit.

### **B. Fiscal Year 2022 Financial Audit**

Karen stated that the auditors from Striegel, Knobloch and Co. LLC would be performing the audit August 10-12.

## **Managers' Report**

### **A. General Updates**

- A hydrant was hit by a concrete truck on Delta Circle. A neighbor in the area alerted BTPWD that he had witnessed the incident. Micah called in G.A. Rich to inspect the hydrant. Due to the damage, G.A. Rich recommends replacing the hydrant. The bill will be sent to Prairie Materials as it was their truck that caused the damage
- There was a service leak on W. Washington street – it will be repaired in August
- Water sampling is continuing - lead & copper, disinfection by product and coliform
- Micah met with Tim Irvin, Director at BNWRD, re: discharge pretreatment agreement. During discussion with Tim – Micah learned that BNWRD keeps their money at Heartland Bank in an FDIC Insured Cash Account which is currently earning more than 2%. The trustees asked Micah to invite a representative from Heartland Bank to speak at the September meeting

- With Rt. 9 being resurfaced – IDOT wanted records of BTPWD assets – so Micah potholed and dug to find mains and service lines
- The resident in West Phase with the cross-connection control violation – has had the problem fixed, Micah has received the Licensed Inspection Report and Micah will schedule a follow up inspection
- City of Bloomington water main break on White Oak Rd. has affected the water pressure to the Tower. City of Bloomington is waiting on parts to fix the water main.
- 79 J.U.L.I.E. locates

#### B. Mileage Reimbursement for Treasurer/Secretary and Billing Clerk

Micah explained to the trustees that historically those 2 positions (Treasurer/Secretary and Billing Clerk) have not been paid mileage even though personal vehicles are used to pick up supplies, go to the printers, post office, etc.; he does not know why – but feels that they should be reimbursed. Trustees agreed.

#### Attorney Report

Joe Dehn informed the trustees of the following: 1.) that he had been copied on the backflow prevention report and letter to the violator and 2.) nothing new to report on the discussions with BNWRD regarding the discharge treatment ordinance

#### Trustees

##### A. Insurance Review – Follow Up with Present Provider

The trustees discussed reviewing insurance plans (liability and workman's compensation) every two to four years. Micah is to call Troxell Company (current insurance company) and Van Gundy to receive quotes for the upcoming insurance renewal (which is December 1)

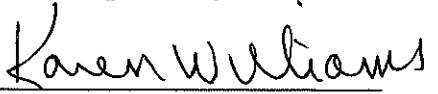
Tom noted that three CDARS were coming due in August. The consensus of the trustees was to renew these with a maturity date of three months.

**Adjournment**

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

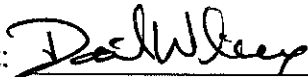
Meeting adjourned at 7:51 p.m.

Respectfully Submitted



Karen Williams, Secretary

Attest:



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BTPWD Chairman or Vice Chairman