

**Minutes of the Meeting of the Board of Trustees
Bloomington Township Public Water District
May 9, 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 May 9, 2023.

Trustees present: Renee Ponsonby, Dave Baugh, Tom Husek, John Emmert, Greg Allen, 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, Engineers Joe Mikulecky and Kevin Hannel from Farnsworth Group.

Previous Minutes Approval:

John Emmert made a motion to approve the April 11, 2023, board meeting minutes: second by Greg Allen. 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 April disbursements to be approved were submitted by Treasurer Karen Williams.

Tom Husek made a motion to approve the April disbursements as submitted: second by Mike Kirk. All ayes – motion carried.

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

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

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

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

First Draft of Fiscal Year 2024 Budget

The finance committee (trustees Renee Ponsonby and John Emmert) met with District Manager, Micah Stickling, and Treasurer, Karen Williams, to review the draft budget as prepared by Karen and Micah. Renee and John’s suggestions were incorporated into the budget draft that was provided to the entirety of the BTPWD board at the May 9, 2023, board meeting.

The trustees discussed in detail the option of increasing the minimum water bill from \$20.90 to \$22.90. An important part of the discussion centered on the amount of capital reserves to be maintained by the water district to meet future needs. The need for developing two-year, five-year, and seven-year development plans was discussed.

Mike Kirk made a motion to approve the draft budget pending salary compensation: second by Dave Baugh. All ayes – motion carried.

Managers’ Report

A. General Updates

- Water Main flushing was completed for the entire water district May 5, 2023; this was a two-week process
- IT and phone upgrade with DMI Technologies is progressing
- A power surge or lightning strike occurred over the weekend at the West Phase vault; the dehumidifier and a piece of electronic equipment were rendered inoperable. Micah was able to determine which piece of equipment was damaged and obtained a power supply replacement from SCADAware. During this discussion – it was noted that “surge meter” protection for the vault might be available through Corn Belt Energy

- There is a person in West Phase that is considering an approximately 1500-foot extension of BTPWD's water main; this is for a private residence – the homeowners' have drilled three test wells and have not located water
- Micah is now an authorized signer for the Busey operations checking account
- King's Mill subdivision – a second corp stop has been discovered that was left off
- 100 J.U.L.I.E. locates

Attorney Report

Joe Dehn reported that the letter to Kings Mill LLC and Mr. Ramirez was sent on April 4, 2023. Upon the discovery that a second corp stop was left off – a second letter was sent to Mr. Ramirez and Kings Mill, LLC. Joe has talked to Mr. Ramirez and will do so again now that he has cleared up the information from Micah and Joe Mikulecky.

Engineering Report

Joe Mikulecky introduced Kevin Hannel from Farnsworth Group. Joe will be retiring in the upcoming months and invited the BTPWD board of trustees to ask any questions of Kevin they deemed appropriate.

Joe also noted that he is in the process of cleaning up his files and has transferred the information to Micah.

Joe reiterated the importance of the contract with the City of Bloomington to provide adequate water pressure to BTPWD.

Trustees

A. Election of Officers

Mike Kirk made a motion to elect Dan Wilcox as BTPWD Chairman; second by John Emmert. All ayes – motion carried.

Mike Kirk made a motion to elect David Baugh as BTPWD Vice-Chairman; second by John Emmert. All ayes – motion carried.

Mike Kirk made a motion to elect Karen Williams as BTPWD Treasurer and Secretary: second by Greg Allen. All ayes – motion carried.

B. Resolution Appointing Authorized Signers

At prior board meetings, the trustees discussed the need for a policy to address authorized signers for BTPWD. Treasurer Williams proposed that a formal resolution appointing authorized signers be adopted each year at the election of officers and any other time a change in authorized signers is deemed necessary (i.e., an authorized signer retires from the board, new signers are to be added to the list)

Tom Husek made a motion to adopt Resolution# 23-05-09 – a Resolution Appointing Authorized Signers: second by John Emmert. All ayes – motion carried.

Executive Session:

At 8:19 p.m., Tom Husek made a motion to close the regular board meeting and move to executive session to discuss Employee Compensation for Fiscal year 2024 and Employee Performance review: second by John Emmert. All ayes – motion carried.

At 8:20 p.m., Tom Husek made a motion to open the executive session: second by John Emmert. All ayes – motion carried.

At 9:09 p.m., Tom Husek made a motion to close the executive session: second by Mike Kirk. All ayes – motion carried.

At 9:10 p.m., Tom Husek made a motion to reopen the regular board meeting: second by Greg Allen. All ayes – motion carried.

A committee was formed to help Micah with bringing ideas to the full board for future needs to improve the BTPWD system. Mike Kirk and Dave Baugh volunteered to be on this committee.

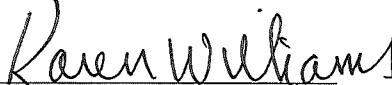
A short executive session will be called at the next regularly scheduled board meeting to review Micah's goals and performance evaluation.

Adjournment

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


The meeting was adjourned at 9:12 p.m.

Respectfully Submitted



Karen Williams, Secretary

Attest:



BTPWD Chairman or Vice Chairman