

**Minutes of the Meeting of the Board of Trustees
Bloomington Township Public Water District
March 12, 2024**

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 March 12, 2024.

Trustees present: Greg Allen, Tom Husek, Renee Ponsonby, Mike Kirk, John Emmert, Dave Baugh 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 of Depew and Dehn Law firm and Engineer Kevin Hannel from Farnsworth Group.

Previous Minutes Approval:

Tom Husek made a motion to approve the February 13, 2024, board meeting minutes: second by John Emmert. All ayes – motion carried.

Monthly Bill Approval/Disbursements and Financial Reports:

The February disbursements to be approved were submitted by Treasurer Karen Williams.

Mike Kirk made a motion to approve the February disbursements as submitted: second by Renee Ponsonby. All ayes – motion carried.

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

- Balance Sheet as of February 29, 2024
- Balance Sheet – Previous Year Comparison (February 2024 compared to February 2023)
- Profit & Loss – Actual vs. Budget for February 2024
- Profit & Loss – Year to Date (July 2023 – February 2024)
- Profit & Loss by Month
- Profit & Loss – Year to Year Comparison for February (February 2024 compared to February 2023)

Trustee Tom Husek explained the balance sheet account Retained Earnings to the board. He stated that the water district was in good financial health – and that at some point in the past – the trustees had determined to set aside funds for future expansion and upgrades to the assets of BTPWD.

Mike Kirk made a motion to approve the draft financial statements as presented: second by Dave Baugh. All ayes – motion carried.

Treasurer's Report

A. Review and Acceptance of Audit Engagement Letter for Fiscal Year Ending June 31, 2024

Treasurer Williams provided the trustees with the engagement letter from Striegel Knobloch and Company, LLC for the FY24 audit.

The trustees questioned the amount of the increase in the audit fee, from \$5500 in 2022 to \$6250 in 2023 to \$7750 for 2024.

The trustees asked that Treasurer Williams correspond with the audit firm asking for an explanation of the fee increase and that District Manager Micah Stickling correspond with the Illinois Rural Water Association to determine if there are other audit firms that primarily deal with municipal and special water districts.

Dave Baugh made a motion to table the decision on the acceptance of the audit engagement from Striegel Knobloch until the April meeting: second by John Emmert. All ayes – motion carried.

Manager's Report

A. Increase in Credit Card Limit for District Manager

Micah requested that the trustees approve an increase in his BTPWD VISA credit card limit from \$1,000 to \$3,000. Due to the timing of when the billing statement is received and paid – there can be times when the \$1,000 limit is reached, and he is required to use his personal credit card for needed purchases.

Renee Ponsonby made a motion to increase the District Manager's VISA credit card limit from \$1,000 to \$3,000: second by John Emmert. All ayes – motion carried.

B. General Updates

- Micah informed the trustees that he had attended the ILRWA (Illinois Rural Water Association) conference in Effingham. He stated that the conference was informative and noted the following bullet points from the conference:
 1. Lead service lines continue to be a primary issue – and he still has to prove that there are no lead service lines in the district.
 2. The ILRWA is proactively trying to influence legislators so as to prevent water districts, towns, cities, etc. from being tasked with the responsibility of replacing lead service lines past the curb stop or meter pit.
 3. Lead & copper Sampling: the EPA is redoing testing guidelines, increasing the number of samples and the frequency of testing.
- The mobile meter reading receiver went bad during the February meter reads. Micah was able to borrow a receiver from the Village of Hudson for February reads. A new receiver was ordered and received and the payment for this asset was on the February disbursements to be approved.
- 28 J.U.L.I.E. Locates

Engineering Report

A. Farnsworth Group – West Phase Water Main Extension

The trustees had no new questions for Engineer Kevin Hannel regarding the west phase water main extension.

B. Project Services Agreement

This item was tabled until the June board meeting to allow the trustees to further review the information provided by Kevin Hannel, prepare the upcoming fiscal year budget and the impact on the increase in the water rates by the City of Bloomington.

Attorney Report

Joe Dehn did send a letter to the City of Bloomington to address the increase in the rates to BTPWD and to ask the City of Bloomington to consider a rate lower than 33.3% increase in the current rate and possibly more in line with the City of Bloomington's rate to Hudson and Towanda. He stated that the reply from the City of Bloomington was basically non-responsive to the questions and consideration asked for in his letter.

Trustees

A. Form a Committee for Budgets and Salaries

Renee, Greg, John and Dave volunteered to be on the committee. Treasurer Williams noted that the first draft of the budget would be available either before the April board meeting or shortly thereafter.

B. BTPWD Water Rates

The trustees were presented with water rate information from surrounding communities and water districts, including both minimum charges and charges per 1,000 gallons.

Information was also provided analyzing the rates BTPWD would need to charge our customers to maintain the same gross profit on the minimum charge of 1,500 gallons and the charge per 1,000 gallons.

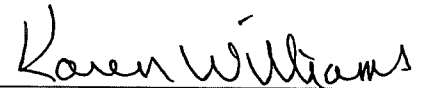
Tom Husek made a motion to increase BTPWD's minimum charge to \$25.50 and the rate per 1,000 gallons to \$12.00 effective with the May 2024 billing: second by Dave Baugh. All ayes – motion carried.

Adjournment

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

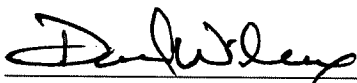
The meeting was adjourned at 8:22 p.m.

Respectfully Submitted



Karen Williams, Secretary

Attest:



BTPWD Chairman or Vice Chairman