

**Minutes of the Meeting of the Board of Trustees
Bloomington Township Public Water District
May 14, 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 May 14, 2024.

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

Others present included: District Manager Micah Stickling, Treasurer Karen Williams, and Attorney Joe Dehn of Depew and Dehn Law firm.

Previous Minutes Approval:

John Emmert made a motion to approve the April 9, 2024, board meeting minutes: second by Renee Ponsonby. All ayes – motion carried.

Dave Baugh made a motion to approve the April 24 Finance Committee Meeting Minutes: second by Greg Allen. All ayes - motion carried.

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

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

Treasurer Report

A. Publication of Ordinance #10 and #11

Treasurer Williams noted that revised Ordinances #10 and #11, which were passed at the May 2024 board meeting, were published in the Normalite.

B. Fiscal Year 2025 Budget

It was noted that the finance committee met with BTPWD District Manager and BTPWD Treasurer on April 24, 2024, to review the budget, discuss the accounts by line item and to provide recommendations/changes.

Those changes were reflected in the minutes of the April 24 finance committee meeting presented to the whole of the BTPWD board. Renee stated that the highlighted items on the budget assumption worksheet were to be reviewed more closely by the trustees.

Mike Kirk made a motion to approve the Fiscal Year 2025 Budget pending salary and compensation approval: second by John Emmert. All ayes – motion carried.

Manager's Report

A. General Updates

- Micah reported that G.A. Rich had done the following work in West Phase: replaced 5 meter pits, replaced 4 meters, removed an obsolete curb stop and attempted to repair a hydrant. The invoice for services has not been received.

G.A. Rich will be providing the following services: replace 2 hydrants – one in West Phase, the other in Crestwicke (both hydrants are non-operational); providing a day's work of vac truck work (hydro excavation) in Crestwicke.

- Micah stated that he had a second meeting with engineer Kevin Hanel from Farnsworth regarding long term planning, prioritizing projects, assessing costs and necessity. He expects a written report by fall.
- Flushing has been completed.
- BNWRD Service : BNWRD relocated their water service line; that brought about a discussion between Micah and BNWRD as to their boundary and where their

responsibility for water use begins. BNWRD's responsibility for any water usage begins at their property line on the south side of county Road 700 North.

- The Cross Connection survey program is still in progress.
- GIS Location of Assets for Fiscal Year 24 goals , there are still some assets in Lucca Forest and Fox Hill to add to the database.
- 90 meters have been replaced this fiscal year.
- Brett Lueschen from the City of Bloomington has reached out to Micah asking several questions – Micah is unsure of the reason for the questions.
- Micah met with the budget committee.
- Micah would like to rent a storage unit at a cost of \$83 per month.
- 31 J.U.L.I.E. Locates

Engineering Report

No Report

Attorney Report

Joe Dehn reported that he had reached out again to Ed Andrews, Director of Water with the City of Bloomington regarding the rate increase to be charged to BTPWD and the result is that there will be an internal discussion at City of Bloomington, and they will get back to us.

Joe has done some research on the subject of publishing ordinances, treasurers' reports, etc. "in house" here at the BTPWD office rather than in a printed newspaper. At this time – he does not have a definitive answer as to whether BTPWD can legally adopt in-house publication.

Trustees

A. Election of Officers

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

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

Tom Husek made a motion to elect Karen Williams as BTPWD Treasurer and Secretary; second by Dave Baugh. All ayes – motion carried.

B. Resolution Appointing Authorized Signers

Dave Baugh made a motion to appoint the following as authorized signers: Dan Wilcox, Tom Husek, Dave Baugh and Micah Stickling and to adopt Resolution# 24-05-14 – a Resolution Appointing Authorized Signers: second by Greg Allen. All ayes – motion carried.

Executive Session:

At 7:36 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 2025: second by Mike Kirk. All ayes – motion carried.

At 7:39 p.m., Tom Husek made a motion to open the executive session: second by Mike Kirk. All ayes – motion carried.

At 8:27 p.m., Tom Husek made a motion to close the executive session: second by Mike Kirk. All ayes – motion carried.

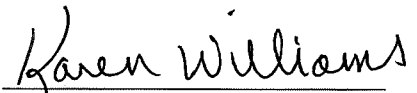
At 8:27 p.m., Tom Husek made a motion to reopen the regular board meeting: second by Mike Kirk. All ayes – motion carried.

Adjournment

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

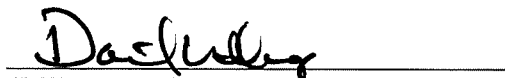
The meeting was adjourned at 8:28 p.m.

Respectfully Submitted



Karen Williams, Secretary

Attest:



BTPWD Chairman or Vice Chairman