

**Minutes of the Meeting of the Board of Trustees
Bloomington Township Public Water District
August 13, 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 August 13, 2024.

Trustees present: Tom Husek, Mike Kirk, Renee Ponsonby, John Emmert, Greg Allen attending via phone, 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 of Farnsworth Group.

Previous Minutes Approval:

Tom Husek made a motion to approve the July 9, 2024, board meeting minutes: second by John Emmert. All ayes – motion carried.

Monthly Bill Approval/Disbursements and Financial Reports:

The July disbursements to be approved were submitted by Treasurer Karen Williams. Treasurer Williams requested that the following disbursement also be approved: Illinois Potable Water Supply Operators Association for \$245.00.

Mike Kirk made a motion to approve the July disbursements as submitted with the following addition: Illinois Potable Water Operators Association for \$245.00: 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, 2024
- Balance Sheet – Previous Year Comparison (July 2024 compared to July 2023)
- Profit & Loss – Actual vs. Budget for July 2024
- Profit & Loss – Year to Year Comparison for July (July 2024 compared to July 2023)

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

Manager's Report

A. Consent Agenda Item No. 1 – Metal Salvage Quotes

The trustees were presented with three quotes for the purchase of scrap metal that BTPWD collects over time as a part of normal operations.

John Emmert made a motion to accept the quote from Custom Salvage: second by Renee Ponsonby. All ayes – motion carried. Abstaining: Mike Kirk.

B. Consent Agenda Item No. 2 – Space Place Year Lease

Micah explained that the rental of the storage unit at the “Space Place” offered one month’s free rent with prepayment of the storage unit for a year and that this prepayment could be paid by check. Otherwise, the rental requires a recurring credit card payment monthly. Micah asked the trustees to approve the prepayment of one year storage unit rental via check.

Dave Baugh made the motion to prepay for one year of storage unit rental via check: second by Renee Ponsonby. All ayes – motion carried.

C. General Updates

- Meter replacement is ongoing; 22 meters have been replaced since July 1, 2024
- Micah explained that the invoice from Midwest Meter was for 200 meters. The supply of meters has been hard to obtain; therefore, he ordered enough to have a supply on hand.
- Micah is waiting on scheduling for the hydrant replacement on Jupiter Ct.
- He has met with Kevin Hannel from Farnsworth on the long-term planning project.
- Micah confirmed that Morgan Taylor from Busey Wealth Management will be present at the October board meeting.
- Non-Revenue water is down a little bit – not much. As part of the effort to track down some of the water loss (water purchased from the City of Bloomington by BTPWD - but not billed to a customer), a letter was sent to one customer -no response yet; 2 letters have been sent to a second customer – no response yet.
- 62 J.U.L.I.E. Locates

Engineering Report

Kevin summarized the results of his meetings with Micah and the initial identification of projects of the long-term planning strategy.

- Build out a master plan which includes the following for asset management: budget, upgrades/maintenance, replace/repair/rehab, tower repainting.
- Automation – to reduce man hours.
- Consider capital cost and non-cost factors.
- This plan will be a living document – working toward a final draft – then incorporate ongoing changes.

Attorney Report

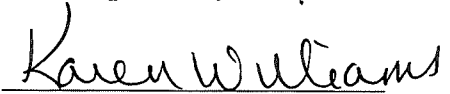
Joe referred to Micah's discussion of non-revenue (non-billed) water and stated that he will meet with Micah to determine options to get a response.

Adjournment

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

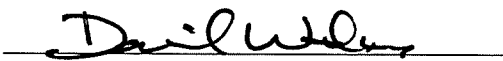
The meeting was adjourned at 7:37 p.m.

Respectfully Submitted



Karen Williams, Secretary

Attest:


BTPWD Chairman or Vice Chairman