

**Minutes of the Meeting of the Board of Trustees
Bloomington Township Public Water District
July 8, 2025**

Chairman Dan Wilcox called the regular monthly meeting of the Trustees of the Bloomington Township Public Water District to order at 5:30 p.m. on July 8, 2025.

Trustees present: Greg Allen, John Emmert, Renee Ponsonby, Tom Husek and Dan Wilcox.

Others present included: District Manager Micah Stickling, Treasurer Karen Williams, Attorney Joe Dehn of Depew and Dehn and Zach Knight from Farnsworth Group.

Joining the meeting via phone: Dave Baugh as a non-voting trustee.

Previous Minutes Approval:

Tom Husek made a motion to approve the June 10, 2025 board meeting minutes: second by John Emmert. All ayes – motion carried. Absent: Dave Baugh.

Monthly Bill Approval/Disbursements and Financial Reports:

The June disbursements to be approved were submitted by Treasurer Karen Williams. Treasurer Williams requested that the following additional disbursements be approved: Bierbaum Mowing & Landscape - \$160.00, G.A. Rich & Sons - \$5,400.00, Ameren - \$142.18, Midwest Meter - \$872.00, Nickolas Dean - \$275.05, Elan Financial Services - \$720.00, G.A. Rich & Sons - \$12,086.54

John Emmert made a motion to approve the June disbursements as presented including the following additional disbursements: Bierbaum Mowing & Landscape - \$160.00, G.A. Rich & Sons - \$5,400.00, Ameren - \$142.18, Midwest Meter - \$872.00, Nickolas Dean - \$275.05, Elan Financial Services - \$720.00, and G.A. Rich & Sons - \$12,086.54: second by Renee Ponsonby. All ayes – motion carried. Absent: Dave Baugh.

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

- Balance Sheet as of June 30, 2025

- Balance Sheet – Previous Year Comparison (June 2025 compared to June 2024)
- Profit & Loss – Actual vs. Budget for June 2025
- Profit & Loss – Actual vs. Budget Year to Date (July 2024 – June 2025)
- Profit & Loss by Month
- Profit & Loss by Class
- Profit & Loss – Year to Year Comparison for June (July 2024 – June 2025 compared to July 2023 – June 2024)

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

Manager's Report

A. General Updates

- Non-Revenue water: Crestwicke – the non-revenue water issue has been discovered. The Crestwicke Pool meter had a $\frac{3}{4}$ inch register and a 1-inch base. The change factor is 2.7 times (per the manufacturer) to register the appropriate amount of gallons used. The meter is very deep; therefore, a resitter has been ordered to bring the height of the meter up and this process will require the services of G.A. Rich & Sons to hydro-vac and reset the meter. West Phase – no obvious leak has been discovered at this point – Micah will attend a webinar this Thursday with AQS, a leak detection system using acoustic listening to determine if this is a viable solution given the specifics of BTPWD's assets to help locate possible leaks in the system.
- Jolly Lake Road water main repair – Micah has spoken with Campus Communications and has a verbal agreement that they are willing to split the cost of the repair to this water main that was hit during directional boring.
- A service line was hit on Claymore Street during boring; Pavlov Media hand dug the area for Micah and Micah was able to repair the service line himself.
- Hydrant on Glenda Lane was replaced on June 30, 2025.
- Upcoming work: 1) continue to locate for Campus Communications 2) Blooming Grove repair & Crestwicke repair and 3) lead and copper sampling.
- Micah reached out to Farnsworth Group to obtain an initial estimate for a second water main feed to Crestwicke – see engineering report below.

Engineering Report:

BTPWD District Manager Micah and Zach Knight from Farnsworth Group presented an initial estimate of the costs to install a second water main feed from Bloomington to the Crestwicke area. Some highlights from the discussion:

- One estimate was provided for an 8-inch water main extension along Old Colonial Road from US 51 to Wingate Rd – this would provide for a second water main feed to the Crestwicke area that does not cross under a highway and provides for a redundant feed to Crestwicke.
- A second estimate was provided for an 8-inch water main extension along N. 1540 East Rd from Old Colonial Road to County Road 925 North – this would provide for a loop in the BTPWD system.
- The estimates provided do not include legal costs or costs of acquiring needed property easements.
- Total costs are not known at this time.
- Interest rate and loan fund availability from the Illinois EPA are not determined at this time.
- Grants would be sought to offset a portion of the costs of this project.

The trustees discussed the following:

- What information should be provided and the manner in which the information should be presented to Crestwicke customers for this project
- How to reach the majority of Crestwicke customers
- How to gauge Crestwicke customers' response in support of this capital upgrade to the Crestwicke distribution system and customer response to paying a monthly capital assessment fee to pay for this project

Tom Husek made a motion to approve Farnsworth Group preparing an informational video regarding the Crestwicke second feed project: second by Renee Ponsonby. All ayes – motion carried. Absent: Dave Baugh.

Renee Ponsonby made a motion to authorize Chairman Dan Wilcox to approve the cost of the video project with a maximum expenditure of \$20,000 once an estimate for this project was received from Farnsworth Group: second by John Emmert. All ayes – motion carried. Absent: Dave Baugh.

Attorney Report:

No report

Trustees

John Emmert made a motion to convene a special meeting on July 24, 2025 at 5:30 p.m. to discuss the Crestwicke Expansion Project: second by Renee Ponsonby. All Ayes – motion carried. Absent: Dave Baugh.

Executive Session:

At 6:51 p.m., Renee Ponsonby made a motion to close the regular board meeting and move to Executive session to discuss employee goals for fiscal year 2026: second by John Emmert. All ayes – motion carried. Absent: Dave Baugh.

At 6:52 p.m., Tom Husek made a motion to open the executive session: second by Greg Allen. All ayes – motion carried. Absent: Dave Baugh.

At 7:21 p.m., Renee Ponsonby made a motion to close the executive session and return to the regular board meeting: second by Greg Allen. All ayes – motion carried. Absent: Dave Baugh.


At 7:21 p.m., Renee Ponsonby made a motion to reopen the regular board meeting: second by Greg Allen. All ayes – motion carried. Absent: Dave Baugh.

Adjournment


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

The meeting was adjourned at 7:21 p.m.

Respectfully Submitted


Karen Williams, Secretary

Attest:


BTPWD Chairman or Vice Chairman