

**Minutes of the Meeting of the Board of Trustees
Bloomington Township Public Water District
January 13, 2026**

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 January 13, 2026.

Trustees present: Renee Ponsonby, Dave Baugh, John Emmert, Tracey Covert, Greg Allen and Dan Wilcox. Absent: Tom Husek

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

Joining the meeting via phone: Tom Husek as a non-voting trustee.

Chairman Dan Wilcox welcomed newly appointed trustee Tracey Covert. It was noted that her term expires May 2029 as she is filling the remainder of a resigning trustees term.

Previous Minutes Approval:

Dave Baugh made a motion to approve the December 9, 2025 board minutes: second by John Emmert. All ayes – motion carried. Absent: Tom Husek.

Monthly Bill Approval/Disbursements and Financial Reports:

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

John Emmert made a motion to approve the December disbursements as submitted; second by Renee Ponsonby. All ayes – motion carried. Absent: Tom Husek.

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

- Balance Sheet as of December 31, 2025
- Balance Sheet – Previous Year Comparison (December 2025 compared to December 2024)
- Profit & Loss – Actual vs. Budget for December 2025

- Profit & Loss – Actual vs. Budget year to date: July – December 2025
- Profit & Loss by Month
- Profit & Loss by Class
- Profit & Loss – Year to Year Comparison for December (July – December 2025 compared to July – December 2024)

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

Treasurer's Report

Treasurer Williams noted that she had provided all the required information for the annual insurance audit for workman's compensation.

Manager's Report

A. General Updates

- West Phase Non-Revenue water is still high, but consistent with the prior month. He hopes to find a cause as meters are changed out. Crestwicke non-revenue water is higher; there was another leak on Crestwicke Dr. – it was repaired in January.
- The City of Bloomington has asked customers to voluntarily conserve water due to the drought. At this point, conservation is not mandatory. Micah will prepare and send an email and text blast to BTPWD customers in the next week referencing the press release by City of Bloomington.
- A new water service has been installed for the customer who pushed for their preferred contractor. BTPWD is waiting on certified payroll before payment can be made to the contractor.
- Micah has reached out to USIC (a utility locating company) to get a quote on performing utility locates for BTPWD. He has sent a message via their "contact us" form and has also called and left a message. He has received no response.
- BNWRD will allow BTPWD to dump the "spoils" from hydro excavation.
- J.U.L.I.E. Locates – December - 37

B. District Manager – Company Owned Vehicle

a. Vehicle Specifications – Purchase

Per the trustee's decision to purchase a vehicle for the District Manager at the December meeting – Micah has looked into both new and used vehicles.

For new vehicles, he utilized the recommendation from BNWRD to use "Sourcewell" which is a cooperative purchasing agency based in Minnesota. They develop requests for proposals for national, competitive solicitations, basically doing the competitive soliciting/bidding on a large scale. One particular contract they awarded was to national Auto Fleet Group for cars, trucks, etc.

Micah obtained quotes from them for new ½ ton and ¾ ton Ford and Ram trucks.

He also took those quotes to local dealerships, and they provided their own quotes. All of this is included in the board packet for review.

Secondly, he researched local dealerships for used trucks that met the specifications. Those quotes are also included in the board packet.

Micah noted that with either option – new vs. used vehicle – there would need to be some money spent on upfitting the vehicles to place them into operational service (decals, hazard lights, etc.)

The trusted discussed the options, costs, etc.

John Emmert made a motion to amend the capital budget for Fiscal Year 2026 by adding \$70,000 to the capital budget to purchase a company owned vehicle; second by Renee Ponsonby. Roll Call: Ponsonby – Aye, Baugh – Nay, Emmert – Aye, Covert – Aye, Allen – Aye, Wilcox – Aye. Motion passed. Absent: Tom Husek.

Renee Ponsonby made a motion to purchase a used truck with the required specifications and the required upfitting with a maximum spending limit of \$50,000; second by John Emmert. Roll Call: Covert – Aye, Emmert – Aye, Baugh – Nay, Allen – Aye, Ponsonby – Aye, Wilcox – Aye. Motion passed. Absent: Tom Husek.

b. Vehicle Assignment Policy

Micah noted that a formal policy should be adopted by the board of trustees covering the use and compliance of a BTPWD owned vehicle for the District Manager; that policy was included in the board packet.

John Emmert made a motion to adopt the "District Vehicle Assignment Policy – District Manager"; second by Greg Allen. All ayes – motion carried. Absent: Tom Husek.

Engineer's Report:

No Report

Attorney Report:

No Report

Trustees:

- A. Job Description – Part Time Position – Water Technician
- B. Part Time Technician – Transportation – Mileage Reimbursement vs. District Provided Transportation

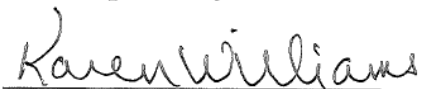
District Manager, Micah, requested that these items be tabled to allow him to pursue technology updates/upgrades rather than a new position hire at this time.

Adjournment

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


The meeting was adjourned at 7:02 p.m.

Respectfully Submitted



Karen Williams, Secretary

Attest:


BTPWD Chairman or Vice Chairman