

Mitchellville Water District Board Meeting
Date: Tuesday, October 21, 2025
Time: 5:30 p.m.
Location: Mitchellville Water District Main Office
125 Triple S Rd
Harrisburg, IL 62946

Jeremy called meeting to order at 5:32pm

Roll Call: All Present: Jeremy Palmer, Julie Dunn, Alex Humm, Brad McCormick, Jim Grimes, Betsy O'Brien, Mickey Woolard

Guests: Doug Pyle Employees: Tiffany Kielhorn, Brook Harrawood, Steve Lambert

5:33pm **Motion:** Julie Dunn **Second: Betsy O'Brien**
Closed session for interviews, personnel Time out: **5:43pm**

4. Approve Agenda

Motion: Julie Dunn **Second:** Alex Humm

5. **Public Comment:** Doug Pyle says things look like they are improving and pressure seems to be good.

6. **Consent agenda**

a. Approve board meeting minutes

9/9/25: Motion: Jeremy	Second: Betsy	All in Favor Motion Carries
9/25/25: Motion: Alex	Second: Mickey	Abstention: Jeremy 7:1 Motion Carries
10/8/25: Motion: Alex	Second: Betsy	Abstention: Julie & Brad 5:2 Motion Carries

7. **Office Report** - Tiffany Kielhorn and Brook Harrawood:

Discussion: Betsy mentioned that staff could not legally be in charge of fundraising for customer bill assistance and there are ordinances that are in place for billing and late fees. Brad suggested Brook & Tiffany review and draft a policy for review at the next meeting.

8. **Field Report** - Steve Lambert:

Maintenance Budget: Needs to purchase items necessary for repairs without constantly needing Board Approval. Brad suggests a purchasing policy and Jeremy recommended a maintenance budget be drafted. **Discussion:** Brad suggested Steve give the board thresholds to create a budget that he can work within without always needing board approval and the board agreed.

New Meter Installation: Mickey thought there was a company to install meters, Ryan Farley, the engineer quoted the cost to be approx. \$80,000. Jeremy said that was not feasible and suggested hiring local excavators to help. No 6 inch meters have been purchased for leak detection.

ON CALL POLICY: Steve would like to see an on-call policy due to the legality of workers personal time to be restricted: ie: Could not drink alcohol and being unable to leave the district, Emergency JULIE's needing marked etc. no action taken.

