

GRSD SEWER AUTHORITY MEETING MINUTES  
February 27, 2019

Meeting called to order at 10:00 a.m. at the Chikaming Township Hall Meeting Room by Chairman John Gast. Roll call was taken with the following members present: Julie Schroeder, Archie Barkman, Juan Ganum, and Dave Richards.

Also Present:

Warren Histed, Manager, Margaret Whitaker, Recording Secretary, Steve Oosting and Mark Prein from Prein & Newhof.

AGENDA

The agenda was approved

MINUTES

Motion by Dave Richards supported by Juan Ganum to approve the minutes from the February 1, 2019 regular board meeting. All ayes. Motion carried. Juan Ganum noticed the time and year of the February 20, 2019 special meeting minutes were wrong. They have been corrected. Motion by Juan Ganum supported by John Gast to approve the corrected minutes from the February 20, 2019 special meeting. All ayes. Motion carried.

PAYABLES

Motion by David Richards supported by Archie Barkman to approve the January 2019 Payables of the General Fund in the amount of sixty six thousand seven hundred twenty seven dollars and twenty nine cents (\$66,727.29) as presented. All ayes. Motion carried.

MONTHLY REPORTS

Manager's Report

Warren informed the Board of the following:

- A.) He talked to Jeff Clay from the casino about being proactive regarding grease and needles in lift station #50. He is looking into the problem and working with us respectively.
- B.) The 3 year GRSDSA budget is done and everything looks good and balances out.
- C.) Warren is catching up on late billings from last year for all the communities.

D.) He would like to give Bob Zboril and Rex Schrader a yearly bonus for being in charge when is out or at a conference.

E.) New bioxide tanks are being installed at lift stations #54 and #6. The one at lift station #54 did not pass inspection and has to be replaced. Lift station #6 is being installed to reduce the Berrien Street odor problem.

F.) Generator plugs need to be installed at lift stations #42, #43 and #45. This would eliminate the need to hardwire the generator to the lift station.

G.) Warren thanked the board for attending the capital improvement plan and rate structure meeting. And also thanked Mark Prein and Steve Oosting for their excellent explanation of the CIP and rate increase.

#### FINANCIAL

The Treasury Report for the General Fund, Capital Improvement Fund, Operations and Maintenance Reports, Manager's Report and Monthly Meter Readings were presented.

Motion by Michelle Heit supported by John Gast to accept the Treasury Reports and the Monthly Reports to be placed on file. All ayes. Motion carried.

#### OLD BUSINESS

- 1.) Brief discussion for the approval of purchasing a Make-Up Air Handler Unit for the headworks from BER in the amount of \$34,900.00

Motion by John Gast supported by Dave Richards to approve the purchase of a Make-Up Air Handler Unit from BER in the amount of \$34,900.00. All ayes. Motion carried.

- 2.) Brief discussion for the approval of purchasing 3 Plug Valves for the new storage building from FHC for the amount of \$18,250.00 which includes labor.

Motion by John Gast supported by Dave Richards to approve the purchase of 3 Plug Valves for the new storage building from FHC in the amount of \$18,250.00 including labor. All ayes. Motion carried.

- 3.) Brief discussion for the approval of purchasing a new Boom Truck, either order a truck or purchase one that has already been built.

Motion by Dave Richards supported by John Gast to approve the purchase of an already built Boom Truck in the amount of \$114,918.50. All ayes. Motion carried.

### NEW BUSINESS

- 1.) Capital Improvement Plan & Rate Increase – Mark Prein explained the progress Prein & Newhof is making but needs to meet with Warren to resolve some items on the budget. He would also like to meet with the budget committee within the next two weeks.

It was agreed that the budget committee will meet on March 18, 2019 at 2:30 p.m. at City Hall in New Buffalo.

- 2.) City of New Buffalo Overcharges – The City of New Buffalo is seeking reimbursement in the amount of \$110,627.71 due to a billing formula that was misapplied to the months when the city exceeded its allotted capacity. They request the amount be credited over their next three monthly invoices in the amounts of \$40,000.00, \$40,000.00 and \$30,627.71.

Motion by John Gast supported by Juan Ganum to approve the reimbursement in the amount of \$110,627.71 over the next three invoices in the amounts of \$40,000.00, \$40,000.00 and \$30,627.71. All ayes. Motion carried.

- 3.) Meters at lift station #79, Franklin St. and the interceptor across from the New Buffalo Township Water Department will be installed as soon as possible. This will accurately measure the flow from the City of New Buffalo and New Buffalo Township.

- 4.) Engineers Fees – The board decided not to take any action on fees from Prein & Newhof for their work on the CIP and rate study until next month when the budget will be approved.

- 5.) Juan Ganum informed the board that he is having a fence built around lift station #54, Baldwin Rd. Bridgman will pay the final bill and take over ownership.

### COMMENTS

None

### ADJOURNMENT

Motion by Dave Richards supported by John Gast to adjourn the meeting at 11:25 a.m. All ayes. Motion carried.

Attested To:

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Chairman – John Gast

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Secretary – Juan Ganum

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Recording Secretary – Margaret Whitaker