

GRSD SEWER AUTHORITY MEETING MINUTES
March 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: Juan Ganum, Michelle Heit, Dave Richards and David Bunte.

Also Present:

Warren Histed, Manager, Amanda Brunke, Recording Secretary and Mark Prein and Steve Oosting from Prein & Newhof.

AGENDA

The March 27, 2019 agenda was approved.

MINUTES

Dave Bunte noticed an error in the February 27, 2019 minutes regarding attendance and a grammatical error. The errors have been corrected.

Motion by Juan Ganum supported by Michelle Heit to approve the February 27, 2019 GRSD Sewer Authority Board Meeting Minutes with corrections. All ayes. Motion carried.

PAYABLES

Motion by Dave Bunte supported by Michelle Heit to approve the February 2019 Payables of the General Fund in the amount of one hundred ninety eight thousand five hundred and fifty eight dollars and ninety eight cents (\$198,558.98) as presented. All ayes. Motion carried.

MONTHLY REPORTS

Manager's Report

Warren Histed informed the Board of the following:

A.) Reinstalled pump #2 at lift station #6 with the new boom truck. The station is up and running with no problems.

B.) GRSD is going to sample the non-domestic users next week.

C.) There will be 5 operators taking the state exam this May. Those taking the test are John Pemberton, Rex Schrader, Brett Barickman, Mike Lord, and Warren Histed.

D.) All communities will have their own MiWater site with MDEQ to report SSO's. Warren Histed is trying his best not to have any at all.

E.) As soon as GRSDSA can get summer help we will start the cleaning of New Buffalo City storm drains, but the City needs to be caught up on the flow billings first.

F) Asked for approval of bonuses for Rex Schrader and Bob Zboril.

Motion by Juan Ganum supported by Dave Bunte to approve a bonus in lieu of wage increase in the amount of fifteen hundred dollars (\$1500.00) for performing duties of the manager in his absence. The bonus will be dispersed annually the first week of December to Rex Schrader and Bob Zboril.

FINANCIAL

The Treasury Report for the General Fund, Capital Improvement Fund, Operations and Maintenance Reports, Manager's Report, Engineers 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

A) Discussed the 2019 budget plan. Prein and Newhof presented a three year budget with adjustments. Decision to increase the chemicals budget was discussed and agreed upon to cover future costs.

Motion by Juan Ganum supported by Dave Richards to approve the 2019 GRSDSA budget. All ayes. Motion carried.

B.) Discussed capital improvement projects briefly for budget.

C.) Prein and Newhof presented a packet for capital improvement projects discussed previously to move forward.

Motion by Juan Ganum supported by Dave Richards to approve moving forward with the projects discussed in the packets presented. All ayes. Motion carried.

D.) Discussed rate increase plan. There was an agreement of three percent (3%) annually.

Motion by Dave Bunte supported by Juan Ganum to approve a rate increase annually of three percent (3%). All ayes. Motion carried.

NEW BUSINESS

A.) Discussed the price of bioxide and other chemicals used by GRSDSA, board agreed GRSDSA is responsible for cost.

B.) Discussed hiring a new operator, John Gast and Michelle Heit will have a meeting with Warren Histed for further discussion after spring break.

C.) Discussed insurance coverage of lift stations for each municipality. The individual municipalities agreed they are each responsible for the insurance on the lift stations in their communities.

COMMENTS

John Wilke asked about the possibilities of cutting costs on uniforms at GRSDSA. John Gast asked that GRSD review charges and costs and evaluate the billing from Cintas. Warren Histed agreed to follow up.

The next Regular GRSD Sewer Authority Meeting is scheduled for Wednesday April 24, 2019 at 10:00 a.m. to be held at the Chikaming Township Center Meeting Room.

ADJOURNMENT

Motion by Dave Bunte supported by Michelle Heit to adjourn the meeting at 11:15 a.m. All ayes. Motion carried.

Attested to _____
Vice Chairman --John Gast

Recording Secretary-Amanda Brunke

Secretary –Juan Ganum