

GRSD SEWER AUTHORITY MEETING MINUTES
May 22, 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: Michelle Heit, Dave Bunte.

Also Present:

Warren Histed, Manager, Amanda Brunke, Recording Secretary and Mark Prein from Prein & Newhof, and Patrick Sage from Kruggle, Lawton CPA's.

AGENDA

Additions to the Agenda: One addition to the Engineer's report to discuss delay in Union Pier project.

Motion by Dave Bunte supported by Michelle Heit to approve the May 22, 2019 agenda with additions. All ayes. Motion carried.

MINUTES

Motion by John Gast supported by Michelle Heit to approve the April 24, 2019 GRSD Sewer Authority Board Meeting Minutes. Two ayes. Motion carried.

David Bunte abstained due to absence of previous board meeting

PAYABLES

Motion by John Gast supported by Dave Bunte to approve the April, 2019 Payables of the General Fund in the amount of one hundred fifty seven thousand seventy six dollars and eighty nine cents (\$157,076.89) as presented. All ayes. Motion carried.

MONTHLY REPORTS

Manager's Report

Warren Histed informed the Board of the following:

- A.) The sludge haulers took out 640,000 gallons of sludge and cleaned out the new storage building. They also cleaned the transducers inside of the storage building.
- B.) Three plug valves have been replaced on the new storage building without any issues.
- C.) The Sewer Authority has started IPP and PMP samplings this year. So far three have been completed, more are scheduled to be done.
- D.) Warren has a seminar on June 23rd through June 26th, 2019 at Boyne Mountain Resort.
- E.) The electricians have started on the lift stations for Lake Township's generator plugs.
- F.) HVAC personnel will be starting on the air-handle unit for the head-works building this week.
- G.) Meters that have been installed are working and they are accurate readings.

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 Dave Bunte 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 audit presented by Patrick Sage, from Kruggle, Lawton CPA's.

Motions by John Gast supported by Michelle Heit to approve audit as presented for 2017-2018. All ayes. Motion carried.

B.) Discussed Fund Balance Policy. Corrections were noted and will be changed for approval of the policy next board meeting.

C.) Discussed Freedom of Information Act (FOIA) Policy. Board needs more time to review, to be discussed next board meeting.

NEW BUSINESS

A.) Brief discussion of GRSD Sewer Authority personnel Policy. A committee with review the current policy in regards to union compared to non-union employees.

B.) Brief discussion in regards to whom is allowed to order new pumps for lift stations for each entity.

C.) Discussed signing meeting minutes for now on for previous month at each board meeting to prevent delays.

D.) Brief discussion of any odor complaints, none reported.

E.) Discussion of moving June 26th, 2019 Board Meeting to June 19th, 2019.

Motion by John Gast supported by Dave Bunte to approve moving the next board meeting date to June 19, 2019. All ayes. Motion carried.

COMMENTS

John Wilk asked when Cintas uniform contract will expire. Warren Histed is going to check on contract dates.

The next Regular GRSD Sewer Authority Meeting is scheduled for Wednesday June 19, 2019 at 10:00 a.m. to be held at the Chikaming Township Center Meeting Room.

ADJOURNMENT

Motion by John Gast supported by Supported by Michelle Heit to adjourn the meeting at 11:08 a.m. All ayes. Motion carried.

Attested to _____
Chairman --John Gast

Recording Secretary-Amanda Brunke

Secretary --Juan Ganum