

GRSD SEWER AUTHORITY MEETING MINUTES
October 23, 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, David Bunte, Juan Ganum, and Dave Richards.

Also Present:

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

AGENDA

The agenda was approved.

MINUTES

Motion by Jaun Ganum supported by David Bunte to approve the September 25, 2019 GRSD Sewer Authority Board Meeting Minutes. All ayes. Motion carried.

Motion by Michelle Heit supported by David Bunte to approve the October 10th, 2019 GRSD Sewer Authority Special Board Meeting Minutes. All ayes. Motion carried.

PAYABLES

Motion by Juan Ganum supported by David Richards to approve the September, 2019 Payables of the General Fund in the amount of six hundred thirty-four thousand nine hundred dollars and twenty four cents (\$634,900.24) as presented. All ayes. Motion carried.

MONTHLY REPORTS

Manager's Report

Warren Histed informed the Board of the following:

- A.) The team is getting started on the local limit study.
- B.) SWPPP (Storm Water Pollution Prevention Plan) draft has been approved by EGLE.
- C.) He as responded to IPP (Industrial Pre-treatment Program) violations. Eight of them needed corrective action. Josh Teeter will take over the responsibilities of this program for now on.
- D.) Pest control is being dealt with at lift stations #21, 22,23,31,36,37,38, and 51. Mice have been chewing through the electrical wires.
- E.) Josh Teeter and John Pemberton will be taking the wastewater exam on November 7, 2019. The others are not ready at this time.
- F.) There will be a storm water inspection coming soon by EGLE.
- G.) Discussion is needed to settle up with New Buffalo City before the next year.
- H.) Mag meters are needed to settle the flow meter issues.

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 lateral procedures and duties. Members of the board have agreed to research their individual policies and uniformly all adopt one common policy by next GRSD Sewer Authority board meeting.

B.) Discussed New Buffalo City's flows and overdue invoices. As soon as Prein and Newhof's data is shared with Abonmarche and approved, a third party accountant will then be involved to resolve the accounting issues.

Motion by David Bunte supported by Michelle Heit to approve accountants to utilize the data from Prein and Newhof. All ayes. Motion carried.

NEW BUSINESS

A.) Discussion of approving the new SCADA system upgrade.

Motion by John Gast supported by David Bunte to approve the SCADA system update from Windmuller in the amount of eighteen thousand two hundred and sixty nine dollars (\$18,269.00).

B.) Approve engineering services for the Union Pier project.

Motion by Juan Ganum supported by David Richards to approve revised scope of work for the Union Pier project from Prein and Newhof. All ayes. Motion carried.

COMMENTS

Rob Andrews from Merritt Engineering gave an update on Inflow and Infiltrations (I&I) for Chikaming Township and Lake Charter Township. Merritt Engineering has been conducting tests to locate and eliminate any I&I issues existing.

ADJOURNMENT

Motion by Michelle Heit supported by Supported by John Gast to adjourn the meeting at 11:42 a.m. All ayes. Motion carried.

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Attested to _____
Vice Chairman --John Gast

Recording Secretary-Amanda Brunke

Secretary –Juan Ganum