

GRSDSA SEWER AUTHORITY MEETING MINUTES APRIL 22, 2020
DUE TO THE COVID-19 PANDEMIC THE MEETING WAS HELD VIA ZOOM

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

Also Present:

Josh Teeter, Assitant Manager, Amanda Brunke, Recording Secretary and Mark Prein from Prein and Newhof.

AGENDA

Amend agenda: Motion by Michelle Heit supported by David Richards to add under New Business, Item C. Discuss/Approve letter to Warren Histed.

Roll Call Taken: Michelle Heit – Yes	Juan Ganum – Yes
John Gast – Yes	Dave Bunte – Yes
David Richards-Yes	

Motion carried. Agenda amended as presented.

MINUTES

Motion by Juan Ganum supported by Michelle Heit to approve the minutes from the March 25, 2020 regular board meeting.

Roll Call Taken: Michelle Heit – Yes	Juan Ganum – Yes
John Gast – Yes	Dave Bunte – Yes
Dave Richards-Yes	

Motion carried.

PAYABLES

Motion by Michelle Heit supported by David Richards to approve the March 2020 Payables of the General Fund in the amount of one hundred sixty nine thousand two hundred seventy five dollars and ninety two cents (\$169,275.92) as presented.

Roll Call Taken: Michelle Heit – Yes	Juan Ganum – Yes
John Gast – Yes	Dave Bunte – Yes
Dave Richards-Yes	

Motion carried.

MONTHLY REPORTS

Manager's Report

Josh informed the Board of the following:

A.) Josh has been working with John Cooper from Prein and Newhoff on a wet weather plan, and plant procedures. Items discussed involved Red arrow Highway is a spill way, and GRSDSA wants to be ahead of the known issues that can possible cause future problems.

B.) EGLE's coordinator reached out to discuss the Covid-19 situation, and how GRSDSA is handling the staffing situation and procedures. They are available to assist us anytime if it is needed.

C.) Principal Short-Term and Long-Term disability plan that we utilize is switching agents, from Russ Adkins to Rose Street advisors, John Schuemann. No changes in policy or services will occur.

D.) Rich Shoemaker is retiring at the end of the month.

E.) Josh has been working with Wightman on the LS#2, #3, and #18 updates.

D.) In order for Josh to be able to handle situations for the entities with MIWaters, he will need an invite from each board member. The board all agreed to send out the invites.

Engineer's Report

Mark Prein from Prein and Newhof informed the board of the following:

A.) Update on the Union Pier Project, Manhole and Sewer Lining Projects, Sludge Pump Project, Lift Station #6 Force Main, Meters, Billing Flows, and Biosolids Transfer Pump.

B.) Going forward Mark is going to use a summary table of bond funds verses spent funds by invoice and amounts. Future project invoices will be noted as 2020 Bond Projects for easy tracking and identification of payment source.

C.) A draft for an emergency response plan is being prepared and should be delivered to GRSDSA April 22, 2020 for review.

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.

Roll Call Taken: Michelle Heit – Yes
John Gast – Yes
David Richards-Yes

Juan Ganum – Yes
Dave Bunte – Yes

Motion carried.

