

GRSD SEWER AUTHORITY MEETING MINUTES
May 27, 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 Interim Manager, Margaret Whitaker, Recording Secretary, Mark Prein and Steve Oosting from Prein and Newhof.

AGENDA

Motion by David Bunte supported by Dave Richards to approve the May 27, 2020 agenda.

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

Motion carried.

MINUTES

Motion by Michelle Heit supported by Dave Richards to approve the minutes from the April 22, 2020 regular board meeting.

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

Motion carried.

PAYABLES

Motion by Juan Ganum supported by John Gast May 2020 Payables of the General Fund in the amount of one hundred and two thousand fifty one dollars and forty four cents (\$102,051.44) as presented.

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

Motion carried.

MONTHLY REPORTS

Manager's Report

Josh informant the Board of the following:

- A.) Spring sludge haul was completed. 77.5 dry tons was placed on 35 acres of land.
- B.) Partnering with Andrews University for redesigning the GRSDSA logo.
- C.) The switch from QuickBooks to BS&A has been completed.

- D.) Klark Keller has completed his probation period and is now a permanent employee.
- E.) John Pemberton is no longer employed at the GRSDSA. Plan to post the job immediately for a System Operator.
- F.) On 5/15/2020 there were 4 sanitary sewer overflows (SSO's) and Inflow and Infiltration (I&I) is still and issue.
- G.) The City of Bridgman and the City of New Buffalo has yet to send the MIWaters invitations.

Engineer's Report

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

- A.) Update on Billing and Flow issues, the Union Pier Project, Manhole and Sewer Lining Projects, Sludge Pump Project, Lift Station #6 Force Main, Bond Monies, Flow Meter Addition, Emergency Response Plan, Biosolids Transfer Pump, State Revolving Fund (SRF) Application Sewer System Overflows (SSO's) and Inflow and Infiltration (I&I).

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 Dave Richards supported by Michelle Heit to accept the Treasury Reports and the Monthly Reports to be placed on file.

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

Motion carried.

OLD BUSINESS

- 1.) Discussed Application for Payment No. 1 to Kalin Construction Co. in the amount of \$105,854.49 which is payment of the completed project work less 10% retainage.

Motion by Juan Ganum supported by Dave Richards to approve the Application for Payment No. 1 to Kalin Construction in the amount of \$105,854.49.

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

Motion carried.

Attested To:

Chairman – Dave Bunte

Secretary – Juan Ganum

Recording Secretary – Margaret Whitaker