

GRSD SEWER AUTHORITY MEETING MINUTES
July 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 Interim Manager, Margaret Whitaker, Recording Secretary, Steve Oosting from Prein and Newhof and Janelle Robinson from Marilyn M. Jones and Associates.

AGENDA

Motion by Dave Richards supported by Michelle Heit to approve the July 22, 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 Juan Ganum to approve the minutes from the June 24, 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 June 2020 Payables of the General Fund in the amount of sixty seven thousand seven hundred seventy nine dollars and five cents (\$67,779.05) 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 informed the Board of the following:

A.) Bar Screen 1 repair has been completed. It has been in operation for 12+ years and would like to budget for repairs of the other unit next year.

B.) Job interviews for System Operator were performed last week.

C.) He thanked Construction Observer David Vriesman from Prein & Newhof and Kalin Construction for their quick response and swift action during the Sanitary Sewer Overflow (SSO) at Lift Station #6. Also, a new drive has been installed and after working out a bug, it is performing very efficiently.

D.) Job specific on site Vac-Con training was performed on 7/9/2020.

E.) Met with Bioxide sales representative from Evoqua about chemical cost optimization.

F.) Lift Station #79 Coordination with Kamminga & Roodvoets (K&R) has been great.

Dave Bunte and Mark Prein also thanked Josh and the GRSD Sewer Authority for doing a good job containing the spill.

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, Lift Station #6 Force Main, Flow Meter Addition, Biosolids Transfer Pump, State Revolving Fund (SRF) Application 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 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	Juan Ganum – Yes	Dave Richards - Yes
	John Gast – Yes	Dave Bunte – Yes	

Motion carried.

OLD BUSINESS

- 1.) Discussed Union Pier Change Order No. 3 to Kalin Construction Co. in the amount of \$34,617.12 for additional work and equipment used to remove and dispose of non-hazardous contaminated soil.

Motion by Juan Ganum supported by Dave Richards to approve the Union Pier Change Order No. 3 to Kalin Construction in the amount of \$34,617.12.

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

Motion carried.

2.) Discussed Union Pier Relief Sewer Payment Application No. 2 to Kalin Construction for payment of the completed project work less previous payments and 10% retainage in the amount of \$246,730.61.

Motion by Dave Bunte supported by Michelle Heit to approve the Union Pier Relief Sewer Payment Application No. 2 to Kalin Construction in the amount of \$246,730.61.

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

Motion carried.

3.) Discussed Meter Improvement Payment Application No. 2 for Lift Station #79 and Wastewater Treatment Plant to Kamminga & Roodvoets for payment of the completed project work less previous payments and 10% retainage in the amount of \$120,176.91.

Motion by Michelle Heit supported by Dave Richards to approve the Meter Improvement Application No. 2 to Kamminga & Roodvoets in the amount of \$120,176.91.

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

Motion carried.

4.) Discussed Inflow and Infiltration (I & I) reduction and reports. Steve Oosting requested reports from all of the local units so he can submit them to EGLE (Environment, Great Lakes & Energy).

5.) Discussed and approved Josh Teeter's superintendent contract.

Motion by John Gast supported by Juan Ganum to approve Josh Teeter's superintendent contract as presented.

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

Motion carried.

NEW BUSINESS

1.) Hold a State Revolving Fund (SRF) Application Project Plan public hearing.

2.) Resolution to Adopt SRF Project Plan.

Motion by Michelle Heit supported by Dave Richards to close the regular meeting at 10:23 a.m.

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

Motion carried.

Motion by Michelle Heit supported by Dave Bunte to open the public hearing at 10:24 a.m.

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

Motion carried.

Steve Oosting presented a detailed project plan to apply to the State Revolving Fund. The fund provides low interest loans at below market rates which can be used for wastewater system capital improvements.

PUBLIC COMMENT

None.

Motion by Michelle Heit supported by John Gast to close the public hearing and open the regular meeting at 10:42 a.m.

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

Motion carried.

Motion by Juan Ganum supported by Michelle Heit to approve the resolution to adopt the final project plan and designate Dave Bunte as the board’s chairman, as the authorized project representative.

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

Motion carried.

ADJOURNMENT

Motion by Dave Bunte supported by Michelle Heit to adjourn the regular meeting at 10:44 a.m.

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