GRSD SEWER AUTHORITY MEETING MINUTES
August 26, 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 David Bunte. Roll call was taken with the following members present: Michelle Heit, Juan Ganum, John Gast and Dave Richards.

Also Present:
Josh Teeter, Active Manager, Amanda Brunke, Recording Secretary, and Mark Prein and Steve Oosting from Prein and Newhof.

AGENDA
Motion by Dave Richards supported by John Gast to approve the August 26, 2020 agenda.

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

MINUTES
Motion by John Gast supported by Michelle Heit to approve the minutes from the July 22, 2020 regular board meeting.

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

PAYABLES
Motion by Juan Ganum supported by Michelle Heit to approve the July 2020 Payables of the General Fund in the amount of seventy six thousand one hundred sixty six dollars and forty seven cents ($76,166.47) as presented.

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

MONTHLY REPORTS
Manager's Report

Josh Teeter informed the Board of the following:
A.) All yearly calibrations for meters have been performed for the plant and the system.

B.) Sludge hauling is scheduled to start the week of 8/24/2020.

C.) Josh met with Gary Radtke on the new Lake Solis II development to discuss the project scope.

D.) The plant and system had some issues due to storms and wind. The plant generator now has a manual bypass switch installed to assist during power blips.

E.) L.E.D Project rebate was granted to GRSDSA in the amount of $6,059.22.

F.) The Vaccon truck has been having some issues. It has been in and out of the shop. Josh believes the problem has been resolved.

G.) Confined space training refresher class was completed on 8/20/2020.

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 completion, 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 Dave Richards supported by David Bunte 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 David Bunte – Yes
Motion carried.

OLD BUSINESS
A.) Discussed Union Pier Relief Sewer Payment Application No. 4 to Kalin Construction for payment of the completed project work less previous payments and 10% retainage in the amount of $326,102.40.

Motion by Michelle Heit supported by John Gast to approve the Union Pier Payment Application No. 4 to Kalin Construction in the amount of $326,102.40.

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

B.) Discussed Lift Station No. 6 Force Main Replacement Payment Application No. 1 to Kalin Construction for payment of the completed project work less previous payments and 10% retainage in the amount of $678,861.00.

Motion by Juan Ganum supported by Michelle Heit to approve the Lift Station No. 6 Force Main Replacement Payment Application No. 1 to Kalin Construction in the amount of 678,861.00.

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

C.) Discussed L.S. 79 & Waste Water Treatment Plant Metering Additions Payment Application No. 3 (Final) and Project Closeout to Kalin Construction in the amount of $293,351.16.

Motion by Dave Richards supported by David Bunte to approve the Meter Improvement Application No. 3 to Kalin Construction in the amount of $293,351.16.

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

D.) Discussed Inflow and Infiltration (I & I) reduction and reports. Steve Oosting updated the board about reports from all of the local units to EGLE (Environment, Great Lakes & Energy). The board agreed to set a date no later than the end of the day September 18, 2020 to submit any additional information requested by Prein and Newhof.

NEW BUSINESS

A.) Discussed approval of a Sewer Inspection Policy that was presented, to maintain consistence with all entities.

Motion by Michelle Heit supported by John Gast to approve the Sewer Inspection Policy as presented with correction to the noted grammatical errors.

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

B.) Discussed the retirement letter received from Richard Racht from Bittner/Jennings Attorneys, regarding Randy Hyrns. The board decided to respond to Bittner/Jennings with a letter stating that GRSDSA will continue through the end of 2020.

C.) Discussed the purchase of a new Variable Freqeuncy Drive (VFD) for lift station No. 1, from HECO in the amount of $8,710.00.

Motion by David Bunte supported by Dave Richards to purchase a Variable Frequency Drive (VFD) for lift station No. 1 from Heco in the amount of $8,710.00.

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

PUBLIC COMMENT
None.

ADJOURNMENT
Motion by David Bunte supported by Michelle Heit to adjourn the regular meeting at 10:41 a.m.

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

Attested To:

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Chairman – David Bunte

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Secretary – Juan Ganum

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Recording Secretary – Amanda Brunke