GRSD SEWER AUTHORITY MEETING MINUTES
December 16th, 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 John Humphrey.

Also Present:
Josh Teeter, Superintendent, Amanda Brunke, Recording Secretary, and Mark Prein from Prein and Newhof.

AGENDA
Motion by Michelle Heit supported by John Gast to approve the December 16th, 2020 agenda.

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

MINUTES
Motion by Juan Ganum supported by Michelle Heit to approve the minutes from the November 18th, 2020 regular board meeting, as presented.

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

PAYABLES
Motion by Michelle Heit supported by David Bunte to approve the November 2020 Payables of the General Fund in the amount of ninety-four thousand seventy-three dollars and twenty cents ($94,073.20), as presented.

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

MONTHLY REPORTS
Manager's Report

Josh Teeter informed the Board of the following:
A.) Video security systems have been installed at the plant and is fully functioning.

B.) The PFOS/PFAS monitoring report has been submitted to EGLE.

C.) Weesaw Township has been informed of the rate increase for 2021**.**

D.) We are currently in the process of updating our website and will continue to do so.

E.) Wastewater System Improvement Update Letter was drafted and has been sent to EGLE.

F.) The employee flow chart has been updated to reflect current personnel.

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, and 2020 CIP Projects.

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

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

OLD BUSINESS
A.) Discussed approval of the Union Pier Change Order No.4, in the amount of $102,975.00 to Kalin Construction, less the original contracted price.

Motion by Juan Ganum Supported by Michelle Heit to approve the Union Pier Sewer Relief Change Order No.4 for Kalin Construction in the amount of $102,975.00 less the original contracted price.

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

B.) Discussed approval of the Union Pier Sewer Relief Payment Application No.8 to Kalin Construction for the completed project work less previous payments and 5% retainage of the current contract price in in the amount of $42,303.15.

Motion by John Gast supported by Michelle Heit to approve the Union Pier Sewer Relief Payment Application No. 8 to Kalin Construction for the completed project work less previous payments and 5% retainage of the current contract price in the amount of $42,303.15.

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

C.) Discussed approval of Lift Station No. 6 Force Main Replacement Change Order No. 2 to Kalin Construction in the amount of $2,993.00, less the original contracted amount.

Motion by Juan Ganum supported by Michelle Heit to approve Lift Station No.6 Force Main Replacement Change Order No.2 to Kalin Construction in the amount of $2,993.00 less the original contracted amount.

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

D.) Discussed approval of Lift Station No.6 Force Main Replacement Payment Application No.5 to Kalin Construction for the completed project work less previous payments and 5% retainage of the current contract price in the amount of $391,223.65.

Motion by David Bunte supported by John Gast to approve Lift Station No.6 Force Main Replacement Payment Application No.5 to Kalin Construction for the completed project work less previous payments and 5% retainage of the current contract price in the amount of $391,223.65.

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

E.) Discussed approval of the 2021 GRSD Sewer Authority Budget.

Motion by Juan Ganum supported by Michelle Heit to approve the 2021 GRSD Sewer Authority Budget as presented.

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

NEW BUSINESS

A.) Discussed approval of Lift Station No.79 pump rebuild quote from Kennedy Industries in the amount of $5,940.00.

Motion by David Bunte supported by John Gast to approve the quote from Kennedy Industries to rebuild Lift Station No.79 pump No.2 in the amount of $5,940.00.

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

B.) Discussed approval of changing the frequency of the meter reads. After brief discussion the board decided to revisit the subject at the next regular scheduled board meeting.

PUBLIC COMMENT

A.) David Bunte introduced John Humphrey and welcomed him to the GRSD Sewer Authority Board, representing The City of New Buffalo. David also gave condolences to The City of New Buffalo and the family of Dave Richards.

B.) Mark Prein thanked everyone for a great year and wished everyone a great holiday.

ADJOURNMENT

Motion by Michelle Heit supported by John Gast to adjourn the regular meeting at 10:49 a.m.

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

Attested To:

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Chairman – David Bunte Secretary – Juan Ganum

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Recording Secretary – Amanda Brunke