

GRSD SEWER AUTHORITY MEETING MINUTES  
February 24<sup>th</sup>, 2021

DUE TO THE COVID-19 PANDEMIC THE MEETING WAS HELD VIA ZOOM

Meeting called to order at 10:00 a.m. on Zoom 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 Juan Ganum supported by Michelle Heit to approve the February 24<sup>th</sup>, 2021 agenda, with the addition of item A.) Discuss By-Laws.

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

Motion carried.

MINUTES

Motion by John Gast supported by John Humphrey to approve the minutes from the January 27<sup>th</sup>, 2021 regular Board meeting, with amended corrections 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 January 2021 Payables of the General Fund in the amount of \$305,045.93, 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.) Colder weather posed some operational difficulties, but the System and Plant Crews have done a great job keeping everything on track.

- B.) The shelf motor for Lift Station #79 has been repaired. There is now an operational back up unit for Pumps #1 and #2.
- C.) The Maintenance Shop door openers for bays #2 and #3 have been replaced.
- D.) There is a plan to install a Variable Frequency Drive (VFD) for Lift Station #6, this week.
- E.) The Mission Communication Units are being installed and integrated in the billable lift stations and meters.

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, Lift Station #6 Force Main, Berrien Lining Project and 2020 CIP Projects.
- B.) Mark noted an issue with January and December flows data; all issues have been corrected.

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 Juan Ganum 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	John Humphrey - Yes
John Gast – Yes	David Bunte – Yes	

Motion carried.

OLD BUSINESS

- A.) Discussed approval of final Payment Application No. 2 for 2019 Pipe Rehabilitation-Berrien Lining Project.

Motion by John Gast supported by Michelle Heit to approve the final Payment Application No. 2 for the Berrien Lining Project to Insituform Technologies in the amount of \$9,396.24, for the completed project and release of all retainage less previous payments.

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

Motion carried.

NEW BUSINESS

A.) Discussed Sewer Authority By-Laws. Discussion to continue at the next regularly scheduled Board meeting.

PUBLIC COMMENT

A.) Juan Ganum announced that the City of Bridgman is accepting open bids for the future man-hole lining project located by Bridgman's former sewer lagoons near Snow Road.

ADJOURNMENT

Motion by Michelle Heit supported by David Bunte to adjourn the regular meeting at 10:18 a.m.

Roll Call Taken: Michelle Heit – Yes  
John Gast – Yes

Juan Ganum – Yes      John Humphrey - Yes  
David 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