

GRSD SEWER AUTHORITY MEETING MINUTES
March 24th, 2021

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 and by 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, Mark Prein from Prein and Newhof and Patrick Sage from Kruggel Lawton CPA’s.

AGENDA

Motion by John Gast supported by Michelle Heit to approve the March 24th, 2021 agenda as presented.

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 John Humphrey to approve the minutes from the February 24th, 2021 regular Board meeting.

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 February 2021 Payables of the General Fund in the amount of \$113,677.64, 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.) We are still in the process of adding and integrating the flow meters to the Missions Communication Units of billable stations.

B.) Multi-station and plant power outages occurred on March 11th and March 17th. Both plant and system crews did an amazing job responding.

C.) Had discussions with Prein and Newhof about the Primary Clarifier #3 and Ferrous Chloride Tank projects.

D.) There was an onsite O.S.H.A refresher training course at the plant.

E.) Local and Indeed.com advertisements of our part-time Office Assistant position have been closed. The applicants are under review and we hope to start interviews at the beginning of April.

Engineer's Report

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

A.) Update on monthly flow calculations, the Union Pier Project, Lift Station #6 Force Main, Lift Station #10 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 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
John Gast – Yes

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

Motion carried.

OLD BUSINESS

A.) None.

NEW BUSINESS

A.) Discussed adding Hannah Jongkind to the MiWaters accounts. All entities agreed to add Hannah to their individual community Miwaters accounts.

B.) Patrick Sage from Kruggel Lawton CPA's discussed and reviewed the 2020 Audit for the Sewer Authority.

Motion by Michelle Heit supported by John Gast to approve the 2020 Audit as presented.

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

PUBLIC COMMENT

A.) John Wilks asked about the Cintas Uniform contract. Josh Teeter informed him that an agreement and contract have been established.

B.) John Humphrey discussed solutions to the City of New Buffalo’s billings regarding the marina.

C.) Juan Ganum informed the Board that the By-Laws are being wrapped up and will be ready soon for review.

ADJOURNMENT

Motion by John Gast supported by Juan Ganum to adjourn the regular meeting at 10:35 a.m.

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

Motion carried.

Attested To:

Chairman – David Bunte

Secretary – Juan Ganum

Recording Secretary – Amanda Brunke