

GRSD SEWER AUTHORITY MEETING MINUTES
April 28th, 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: Archie Barkman, 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 David Bunte to approve the April 28th, 2021 agenda with the addition of By-Laws under old business item A.

Roll Call Taken: Archie Barkman – Yes Juan Ganum – Yes John Humphrey - Yes
 John Gast – Yes David Bunte – Yes

Motion carried.

MINUTES

Motion by John Humphrey supported by Juan Ganum to approve the minutes from the March 24th, 2021 regular Board meeting.

Roll Call Taken: Archie Barkman – Yes Juan Ganum – Yes John Humphrey - Yes
 John Gast – Yes David Bunte – Yes

Motion carried.

PAYABLES

Motion by John Gast supported by Archie Barkman to approve the March 2021 Payables of the General Fund in the amount of \$150,266.98, as presented.

Roll Call Taken: Archie Barkman – 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.) Michelle Pliske was hired for the Office Assistant position, she started 4/20/2021.
- C.) The Authority has been asked to join the National Wastewater Monitoring Program on behalf of the Department of Health and Human Services for COVID-19.
- D.) We have been coordinating with New Buffalo Township on Lift Station #18 upgrades.
- E.) Lift Station #49 rail replacement was completed on 4/21/21.
- F.) Spring sludge haul and land application has been completed. There was 580,000 gallons of sludge hauled.

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 #79 Generator, Lift Station #10 Force Main, Primary Clarifier Addition, and CIP Projects.
- B.) There was a metering outage at Lift Station #30, flows were estimated using pump run times for billing purposes.

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 John Gast to accept the Treasury Reports and the Monthly Reports to be placed on file.

Roll Call Taken:	Archie Barkman – Yes	Juan Ganum – Yes	John Humphrey - Yes
	John Gast – Yes	David Bunte – Yes	

Motion carried.

OLD BUSINESS

- A.) Discussed and reviewed changes to the By-Laws for the Authority. Changes will be made and reviewed before the next scheduled board meeting.

NEW BUSINESS

- A.) Discussed the three bids that were received for the Lift Station #79 improvements, Oselka Construction was the low bidder with a bid price of \$188,000.00.

Motion by John Gast supported by John Humphrey to award Lift Station #79 construction to Oselka Construction Company.

Roll Call Taken: Archie Barkman – Yes Juan Ganum – Yes John Humphrey - Yes
 John Gast – Yes David Bunte – Yes

Motion carried.

B.) Discussed approving Lift Station #79 Improvements engineering construction cost.

Motion by Juan Ganum supported by John Humphrey to approve Prein and Newhoffs proposed costs for Lift Station #79 Improvements, billed monthly and not to exceed \$17,000.00.

Roll Call Taken: Archie Barkman – Yes Juan Ganum – Yes John Humphrey - Yes
 John Gast – Yes David Bunte – Yes

Motion carried.

C.) Discussed approval of changing the Authorities insurance carrier from Ted Hartleb Agency to John Devries Insurance Agency.

Motion by David Bunte supported by John Gast to accept the quote and change insurance to John Devries Insurance Agency.

Roll Call Taken: Archie Barkman – Yes Juan Ganum – Yes John Humphrey - Yes
 John Gast – Yes David Bunte – Yes

Motion carried.

PUBLIC COMMENT

A.) John Humphrey informed the board that he is happy with the billing and flows from March, and the improvements that have been done.

ADJOURNMENT

Motion by Juan Ganum supported by David Bunte to adjourn the regular meeting at 10:38 a.m.

Roll Call Taken: Archie Barkman – 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