

GRSD SEWER AUTHORITY MEETING MINUTES  
June 22<sup>nd</sup>, 2022

Meeting called to order at 10:00 a.m. at the Chikaming Township Hall by Chairman David Bunte. Roll call was taken with the following members present: Michelle Heit, John Wilk, John Humphrey, and Tim Kading.

Also Present:

Josh Teeter, Superintendent, Amanda Brunke, Recording Secretary, and Mark Prein from Prein and Newhoff,

AGENDA

Motion by John Wilk supported by Michelle Heit to approve the June 22<sup>nd</sup>, 2022 agenda as presented. All ayes. Motion carried.

MINUTES

Motion by John Humphrey supported by Michelle Heit to approve the minutes from the May 25<sup>th</sup>, 2022 regular Board Meeting as presented. All ayes. Motion carried.

PAYABLES

Motion by Michelle Heit supported by John Humphrey to approve the May 2022 Payables of the General Fund in the amount of \$105,378.46, as presented. All ayes. Motion carried.

MONTHLY REPORTS

Manager's Report

Josh Teeter informed the Board of the following:

- A.) All billing meters have been calibrated.
- B.) Yearly preventative maintenance has been performed on all standby and portable generators.
- C.) Three new septic haulers have been approved for hauling to the plant so far this year.
- D.) Discussed updates on the aeration diffuser.
- E.) Discussed easement review.

Engineer's Report

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

- A.) Updates on Metering Review, Rates Structure, Merchant Easement Encroachment Review, Primary Clarifier No.3, BCRD Projects, Lift Station #10 Force Main design and easement.

FINANCIAL

The Treasury Report for the General Fund, Capital Improvement Fund, Operations and Maintenance Reports, Manager's Report, Engineer's Report and Monthly Meter Readings were presented.

Motion by Michelle Heit supported by Tim Kading to accept the Treasury Report and the Monthly Reports to be placed on file. All ayes. Motion carried.

OLD BUSINESS

A.) Discussed Lift Station No.10 Force Main Replacement Change Order No.1.

Motion by John Wilk supported by Michelle Heit to approve Change Order No.1 for Lift Station No.10 Force Main Project time extension to address material lead times. All ayes. Motion carried.

B.) Discussed Josh Teeter's annual raise for being active superintendent.

Motion by Michelle Heit supported by Tim Kading to give Josh Teeter a five percent raise effective July 1<sup>st</sup>, 2022. All ayes. Motion carried.

NEW BUSINESS

A.) Discussed selling the old Lift Station No.79 generator.

Motion by David Bunte supported by Michelle Heit to approve a bid sale of the old Lift Station No.79 generator. All ayes. Motion carried.

PUBLIC COMMENT

A.) Mr. Wilson discussed broadband mapping.

B.) John Humphrey discussed City of New Buffalo's Meeting.

ADJOURNMENT

Motion by Michelle Heit supported by John Wilk to adjourn the regular meeting at 10:25 a.m. All ayes. 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