

GRSD SEWER AUTHORITY MEETING MINUTES
November 15th, 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: Michell Heit, Zach Carson, John Humphrey, and Juan Ganum.

Also Present:

Josh Teeter, Superintendent, Amanda Brunke, Recording Secretary, Steve Oosting from Prein and Newhof, and Andy Campbell from Baker Tilly.

AGENDA

Motion by John Humphrey supported by Zach Carson to approve the November 15th, 2022 agenda with the change of Item C in New Business to be first discussed. All ayes. Motion carried.

MINUTES

Motion by Zach Carson supported by Juan Ganum to approve the minutes from the October 26th, 2022 regular Board Meeting. All ayes. Motion carried.

PAYABLES

Motion by Michelle Heit supported by John Humphrey to approve the October, 2022 Payables of the General Fund in the amount of \$167,455.05, as presented. All ayes. Motion carried.

MONTHLY REPORTS

Manager's Report

Josh Teeter informed the Board of the following:

- A.) Continuing to work on securing a wider easement at Lift Station #10, updating the IPP, Sewer Service Agreement legal documentation, and odor complaints downstream of Lift Station #6.
- B.) The lab has new fecal coliform testing procedures in place.
- C.) In the process of working with OJ's Michigan Tank Wash to gain compliance with their discharge processes.

ENGINEER'S REPORT

Prein and Newhof informed the Board of the following:

- A.) Updates on Metering Review, Primary Clarifier No.3, Lift Station #10 Force Main Design and Easement, Biosolid Handling and Disposal Study, Capital Improvement Plan Update, and State Revolving Fund Intent to Apply Submission.

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 Zach Carson to accept the Treasury Report and the Monthly Reports to be placed on file. All ayes. Motion carried.

OLD BUSINESS

A.) Andy Campbell from Baker Tilly presented the updated billing spreadsheet.

B.) Discussed the billing methodology.

Motion by David Bunte supported by Juan Ganum to approve the new billing methodology as presented. All ayes. Motion carried.

C.) Discussed adoption of the updated Rules and Regulations as presented.

Motion by Michelle Heit supported by John Humphrey to approve the resolution to adopt the Restated Rules and Regulations.

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

NEW BUSINESS

A.) Discussed approval of construction engineering for Lift Station No.10 Force Main.

Motion by Michelle Heit supported by Zach Carson to approve Prein and Newhof’s engineering services for construction of Lift Station No. 10 Force Main replacement, not to exceed the amount of \$43,000. All ayes. Motion carried.

B.) Discussed approval of an emergency purchase and installation of a new HVAC unit for the operations building.

Motion by Michelle Heit supported by John Humphrey to approve the purchase of a new HVAC unit for the operations building. All ayes. Motion carried.

PUBLIC COMMENT

A.) None.

ADJOURNMENT

Motion by Zach Carson supported by Michelle Heit to adjourn the regular meeting at 10:50 a.m.
All ayes. Motion carried.

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Attested To:

Chairman – David Bunte

Secretary – Juan Ganum

Recording Secretary – Amanda Brunke