

GRSD SEWER AUTHORITY MEETING MINUTES  
November 15<sup>th</sup>, 2023

Meeting called to order at 10:00 a.m. at the Chikaming Township Hall by New Buffalo City Manager Darwin Watson. Roll call was taken with the following members present: Michelle Heit, Zach Carson, Julie Schroeder, and Juan Ganum. Absent: David Bunte, and John Humphrey.

Also Present:

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

AGENDA

Motion by Michelle Heit supported by Julie Schroeder to approve the November 15<sup>th</sup>, 2023 agenda as presented. All ayes. Motion carried.

MINUTES

Motion by Juan Ganum supported by Zach Carson to approve the minutes from the October 25<sup>th</sup>, 2023 regular Board Meeting. All ayes. Motion carried.

PAYABLES

Motion by Michelle Heit supported by Zach Carson to approve the October, 2023 Payables of the General Fund in the amount of \$545,481.68 as presented. All ayes. Motion carried.

MONTHLY REPORTS

**Manager's Report**

Josh Teeter informed the Board of the following:

- A) Updates on Lift Station #79.
- B) Conversations have been had with the haulers on how to move forward with transporting sludge, so far 90,000 gallons have been land applied.
- C) Contractors have removed the fallen trees from the plant grounds.
- D) The system and plant employees are preparing for the cold weather.
- E) There have been issues with the HVAC unit at the admin building. Awaiting cost estimates for repairs and or replacement.
- F) Grand River Construction and subcontractors have been on site are preparing to begin the Primary project.
- G) Lagoon Revival project is ongoing.
- H) The 2024 Budget preparation is on-going.

**Engineer's Report** Mark Prein from Prein and Newhof informed the Board of the following:

- A) Updates on Metering Review, Chemical Bulk Storage Tank Replacement, Primary Clarifier No.3, SRF Funding, North EQ Basin, and Flow Data Review.

FINANCIAL

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

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

OLD BUSINESS

- A) None.

NEW BUSINESS

- A.) Mark Prein presented the GRSD flows year to date data.
- B.) Andy Campbell presented multiple financial options.

PUBLIC COMMENT

- A) None.

BOARD MEMBER COMMENT

- A.) Juan Ganum suggested reviewing CIP projects with the budget committee. A date was not established.
- B.) Julie Schroeder suggested the December 2023 Regular Board meeting be scheduled on the 13<sup>th</sup> of December. The board agreed.

ADJOURNMENT

Motion by Zach Carson supported by Michelle Heit to adjourn the regular meeting at 11:26 a.m. All ayes. Motion carried.

Attested To:

\_\_\_\_\_  
Chairman – David Bunte

\_\_\_\_\_  
Secretary – Juan Ganum

\_\_\_\_\_  
Recording Secretary – Amanda Brunke