

GRSD SEWER AUTHORITY MEETING MINUTES  
November 20<sup>th</sup>, 2024

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: Zach Carson, Darwin Watson, Michelle Heit, and Juan Ganum.

Also Present:

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

AGENDA

Motion by Darwin Watson supported by Michelle Heit to approve the November 20<sup>th</sup>, 2024 agenda as presented. All ayes. Motion carried.

MINUTES

Motion by Zach Carson supported by Michelle Heit to approve the minutes from the October 23<sup>rd</sup>, 2024 Regular Board Meeting. All ayes. Motion carried.

PAYABLES

Motion by Juan Ganum supported by Darwin Watson to approve the October, 2024 Payables of the General Fund in the amount of \$1,293,039.30 as presented. All ayes. Motion carried.

MONTHLY REPORTS

**Manager's Report**

Josh Teeter informed the Board of the following:

- A) Still researching options with Missions on upgrades.
- B) AEP was provided lay out options to assist with their design options at Lift Station #30.
- C) Repairs have been made at Lift Station #21 on both suction pipes.
- D) Primary Clarifier #3 still has some small punch list items to be completed.
- E) Chemical Tank project is near completion.
- F) AEP has identified power issues and are planning on fixing them in the next couple weeks.
- G) Fall land application has started. Rain has caused some delays.
- H) Chris Patterson from FSBR Law is planning on attending the December meeting.
- I) The Budget Committee met on November 19<sup>th</sup>. A presentation will be given later in the meeting.

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

A) Updates on the CIP Projects, Metering Review, Chemical Bulk Storage Tank Replacement, Primary Clarifier No.3, Sludge Pump Replacement Projects, Blower Project Replacement, and the New Buffalo Township Sewer Extension at US-12.

#### 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) Discussed updates on progress of improving I&I.

B) Discussed approval of the Primary Clarifier payment application #11.

Motion by Michelle Heit supported by Darwin Watson to approve Payment Application No. 11 for the Primary Clarifier No.3 in the amount of \$255,248.87 All ayes. Motion carried.

C) Discussed approval of the Primary Clarifier #3, Change Order #3.

Motion by Juan Ganum supported by Michelle Heit to approve Change Order #3, for Primary Clarifier #3 Project, in the amount of \$317,588.44. All ayes. Motion carried.

#### NEW BUSINESS

A.) Discussed New Buffalo Townships Sewer Extension Project.

B.) Josh Teeter presented the 2025 Draft Budget.

#### PUBLIC COMMENT

A) None.

#### BOARD MEMBER COMMENT

A) Darwin Watson wished everyone a Happy Thanksgiving.

#### ADJOURNMENT

Motion by Michelle Heit supported by Zach Carson to adjourn the regular meeting at 10:38 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