

GRSD SEWER AUTHORITY MEETING MINUTES  
September 24<sup>th</sup>, 2025

Meeting called to order at 10:01 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 Debbie Lambrix.

Also Present:

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

**AGENDA**

Motion by Michelle Heit supported by Darwin Watson to approve the September 24<sup>th</sup>, 2025 agenda as presented. All ayes. Motion carried.

**MINUTES**

Motion by Darwin Watson supported by Michelle Heit to approve the minutes from the August 27<sup>th</sup>, 2025 Regular Board Meeting as presented. All ayes. Motion carried.

**PAYABLES**

Motion by Zach Carson supported by Michelle Heit to approve the August, 2025 Payables of the General Fund in the amount of \$173,768.20 as presented. All ayes. Motion carried.

**MONTHLY REPORTS**

**Manager's Report**

Josh Teeter informed the Board of the following:

- A) There is going to be communication upgrades to the rural lift stations.
- B) There is now rebuilt pumps in stock for Lift Station #1 and Lift Station #6.
- C) Data logging was completed and the updated rebate is \$11,350.00 for Blower #1.
- D) The Secondary Clarifier Mechanism is under review.
- E) The Ferrous Chloride feed lines have been replaced due to build up and debris.
- F) Hoping to complete the rebuild of the fine screens by 10/02/2025.
- G) Primary Weir replacement will be started soon.
- H) Spoke to Weesaw Twp supervisor about issues and recommended retaining an engineer.
- I) The Admin Building proposal for the rebuild has been received from the architect.
- J) EGLE IPP inspection was performed, waiting on report.
- K) Union negotiations will be presented later on agenda.

**Engineer's Report** Mark Prein from Prein and Newhof submitted the following report:

**A.)** Updates on the Metering review, Plant Improvements, Clarifier Mechanical Failure, Plan Reviews, and Congressional Directed Spending.

**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 Darwin Watson 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)** Discussed updates on progress of improving I&I.  
**B)** Discussed GRSD easement investigation.

Motion by Zach Carson supported by Darwin Watson to approve changes to the New Buffalo Townships Veterans Park to accommodate the interceptor after a formal letter is received allowing future repairs and maintenance on the GRSD Sewer Authority line. New Buffalo Township will be responsible for all repairs to the memorial. All ayes. Motion carried.

**NEW BUSINESS**

**A.)** Discussed approval of the Administration Building Proposal as presented.

Motion by Darwin Watson supported by Michelle Heit to approve Phase one of the Administration Proposal from Brooks Architectural, Inc., as presented. All ayes. Motion carried.

**B.)** Discussed approval of Kelko Enterprise LLC Quote for Primary Weirs replacement.

Motion by Zach Carson supported by Michelle Heit to approve the Quote for \$15,000.00 from Kelko Enterprise's to assist with the install of the weirs on the primary clarifier. All ayes. Motion carried.

**C.)** Discussed approval of the 2025 Union Contract.

Motion by Zach Carson supported by Michelle Heit to approve the International Union of Operating Engineers Local 324 Contract as presented effective September 1<sup>st</sup>, 2025. All ayes. Motion carried.

**PUBLIC COMMENT**

**A)** None.

**BOARD MEMBER COMMENT**

**A)** David Bunte asked if the December Meeting could be moved to December 10<sup>th</sup>, 2025.  
All members agreed that would not be a problem.

**ADJOURNMENT**

Motion by Michelle Heit supported by Zach Carson to adjourn the regular meeting at 10:50 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