

Gull Lake Sewer & Water Authority

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MINUTES OF THE JANUARY 22, 2020 REGULAR BOARD MEETING

Authority Board Meeting

3:30 P.M.

CALL TO ORDER/ ROLL CALL: Chairperson Harma called the meeting to order at 3:55 P.M. Commissioners present were Lysanne Harma, Jimmy Stoneburner, Rob Baker and Wes Kahler. Also present were Executive Director John Crumb, Executive Assistant Anne Richmond, Engineer Paul Schram, Attorney Rob Thall, Cooper Township Supervisor Jeff Sorensen, Charleston Township Supervisor Jerry VanderRoest, and Augusta Village Manager Jeff Heppler.

REVIEW AND SET THE AGENDA: Kahler made the motion to set the Agenda as presented. Motion was seconded by Stoneburner. **Motion carried; all ayes.**

HEAR THOSE PRESENT (Non-Agenda Items): Nothing presented.

CONSENT AGENDA: A motion was made by Stoneburner and seconded by Baker to approve all items on the consent agenda with no further discussion. **Motion carried; all ayes.**

NEW BUSINESS

Election of Officers: Chair; Vice Chair; Secretary-Treasurer Motion
A motion was made by Kahler and seconded by Stoneburner to keep the officers in the same board positions as they were in 2019: elect Lysanne Harma as Chair, Wes Kahler as Vice Chair, and Jimmy Stoneburner as Secretary-Treasurer of the Gull Lake Sewer & Water Authority. **Motion carried; all ayes.**

Village of Augusta Technician Agreement Motion
The current Technician Agreement with Augusta expires as of February 29, 2020. Crumb, Attorney Thall, and Augusta Village Manager Heppler updated the Technician Agreement to include as standard 2 hours of Water Technician services with additional terms if more hours are required, add a hold harmless clause, and add an autorenewal agreement. A motion was made by Stoneburner and seconded by Kahler

to approve the Village of Augusta Technician Agreement as presented. **Roll Call Vote: Kahler-aye; Baker-aye; Harma-aye; Stoneburner-aye; Motion carried.** Augusta Village Manager Heppler will present the Technician Agreement to his Board at the next meeting for signature.

H S A Contribution of \$600 per Eligible Employee Motion
 Revising the Health Care Plan year with BCBS resulted in an increase of \$300/\$600 to employee health care deductibles. Since healthcare spending for the current year is forecast to be under budget and within PA 152 limits, Crumb requested approval for GLSWA to contribute to employee HSA accounts. A motion was made by Baker and seconded by Stoneburner for GLSWA to contribute \$600 to each eligible employee's HSA account. **Motion carried; all ayes.**

Sewer Permit Process with KABA Discussion
 Crumb met with Mike Alwine of KABA to implement an approval process for sewer disconnects/connects in Richland Township. Crumb asked the other Board members to review this process with their respective Building Authorities for implementation of similar policies in their townships.

Attached Garage Capital Improvement Cost Review Motion
 At the October 23, 2019 Board Meeting, the Board amended the Capital Budget for the attached Pole Barn upgrades to \$40,361. Actual cost came in at \$42,237, an increase of \$1,876, primarily due to cost increases in shingles and steel since the job was quoted. Crumb requested approval for 2 additional items: replacement of 2 heaters in the garage (estimated cost \$4,539) and a water heater (estimated cost \$1,085). A motion was made by Kahler to increase the attached Pole Barn Capital Budget by an amount not to exceed \$8,000. Motion was seconded by Baker. **Motion carried; all ayes.**

Commercial Review Update Discussion
 Crumb reviewed the 2019 Commercial Review Results/Changes as of 1/22/2020. The total change in monthly REUs is forecast to be 23.23. In addition, GLSWA is collecting capital for increased REU's for 9975 E D Ave, GLHS, 7878 Gull Road, and 8140 N. 32nd Street. Crumb assured the Board that a process is in place to consistently review the Commercial Accounts and commended the work that Office Assistant Cheri Rose has done to facilitate this.

Open Position Status Update Discussion
 The position of Technical Services Manager has been posted on our website and with Michigan Rural Water Association as an open position. In addition, Crumb has reached out to KVCC seeking candidates with a technical background. Depending on candidate qualifications, Crumb may consider a different position. Crumb is currently projecting that the position will be filled in April 2020.

Gull Road/Zoetis Sewer Line Cleaning Discussion
 Crumb met with Zoetis and City of Kalamazoo representatives to discuss the issues related to a change in animal bedding at Zoetis. The change in animal bedding may have caused the Zoetis sewer meter reading to show flow that was greater than actual flow. Also, GLSWA incurred significant cost to clean sewer lines. In addition, GLSWA recognized the need to raise some of the manholes on the Zoetis easement. Crumb will be working with Zoetis to resolve these issues and determine the financial impact to GLSWA in the next few months.

Gull Lake Public Water Advisory Committee Discussion
 Crumb, Kahler and Schram updated the Board on the progress of the Public Water Advisory Committee. Two meetings have been held with 11 more scheduled for this year. The group is engaged, asking questions, and currently working on a sample survey.

OLD BUSINESS: On Going

Crumb reviewed the current status of the items on the Master List.

CLOSING COMMENTS

Crumb informed the Board that he intends to complete all employee performance reviews before the next Board Meeting.

The March Board meeting will be changed from March 18 to March 25.

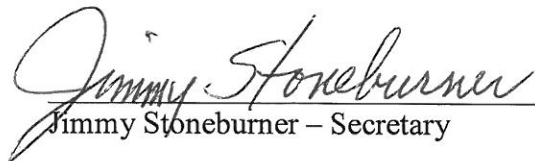
ADJOURN.

Chairperson Harma adjourned the meeting at 5:23 p.m.

NEXT MEETING:

WEDNESDAY, FEBRUARY 19th, 3:30 – 5:00 P.M.

Submitted for approval


 Jimmy Stoneburner – Secretary