

# Gull Lake Sewer & Water Authority

1

7722 N. 37<sup>th</sup> Street  
Richland, Michigan 49083  
Phone: (269) 731-4595  
Fax: (269) 731-2596  
www.glswa.org

## MINUTES OF THE APRIL 24, 2019 REGULAR BOARD MEETING

Authority Board Meeting

3:30 P.M.

**CALL TO ORDER/ ROLL CALL:** Chairperson Harma called the meeting to order at 3:30 P.M. Commissioners present were Lysanne Harma, Wes Kahler, Jimmy Stoneburner and Rob Baker. Also present were Executive Director John Crumb, Executive Assistant Anne Richmond, Charleston Township Supervisor Jerry VanderRoest, and Engineer Paul Schram.

**REVIEW AND SET THE AGENDA:** Crumb amended the agenda to add the review of the 2019 Capital Improvement Project Proposed Schedule under New Business. Kahler made the motion to accept the Agenda as amended. Motion was seconded by Baker. **Motion carried; all ayes.**

**MINUTES OF THE MARCH 27, 2019 REGULAR MEETING:** A motion was made by Baker and seconded by Stoneburner to accept the regular and closed session meeting minutes of March 27, 2019 as presented. **Motion carried; all ayes.**

**HEAR THOSE PRESENT (Non-Agenda Items):** None Present.

### **CORRESPONDENCE:**

8157 E DE Ave      Request for Information on Water Easement  
GLSWA was asked for information regarding a water easement. We advised the requestor to contact the City of Kalamazoo, Water Service Provider for Richland, as the City would maintain these records.

5107 Wayne St      Concern with Rate Increase and Sinking Driveway  
GLSWA received a call regarding the rate increase from a customer who feels it is not fair that he has to pay as much as a larger household. During a call to address his concern, Crumb learned that the customer has an issue with a sinking driveway and scheduled a CCTV inspection at no charge to determine if the cause was due to poor sewer installation. Crumb explained to the customer that this is the level of customer service that is included in his rate.

KRWWWC Notification of Regional Commission Dues  
 GLSWA was notified that the April invoices for Richland/Ross Regional Commission dues will be in the same amount as last year. GLSWA pays the invoices on behalf of Richland/Ross Townships.

5262 N. Riverview Drive MISS DIG Ticket to Install Sewer (Septic)  
 GLSWA received a Miss Dig Ticket to install sewer at 5262 N. Riverview Drive. Sewer will soon be installed in this area and Crumb reached out to the contractor to advise him of this and gain a better understanding of the work being done so that extra cost to the customer could be avoided. Clean Earth is going to repair a lead.

Zoetis February Invoice Meter Issue Causing High February Reading  
 Zoetis notified GLSWA of a potential issue with the West Meter experiencing high reads due to sediment build-up. Zoetis is investigating the problem and will reach out to us once there is a better understanding to see if something can be done to adjust the bill.

5104 N. 20<sup>th</sup> Street Concern with 25% Sewer Surcharge  
 The City of Kalamazoo sent out a letter to Parchment Water Customers and referenced a 25% surcharge imposed by the City of Parchment on Parchment sewer bills. This caused some confusion to Cooper Township residents receiving the letter. Cooper Township residents will continue to be billed for sewer by GLSWA and will not receive a 25% sewer surcharge.

5666 Mt. Olivet Request for Private Well PFAS Testing  
 Crumb received an inquiry concerning the availability for well testing at 5666 Mt. Olivet. Cooper Township Supervisor Jeff Sorensen will contact the homeowner.

8662 N. 32<sup>nd</sup> St Confirmation: Car Wash Always Hooked to Sewer  
 Crumb confirmed that the car wash on N. 32<sup>nd</sup> Street has always been connected to public sewer since it opened in October 1997.

12504 E D Ave Met w/ Owner-Complete Grease Trap Installation  
 Crumb met with the owner of The Dock at Bayview regarding installation of a grease trap. The deadline for installation is October 31, 2019.

State of Michigan DTMB Questionnaire on Employment Level Increase  
 GLSWA responded to the State of Michigan Job Vacancy Survey indicating that we will be hiring and referenced our web site for details on the open positions.

## NEW BUSINESS / PROJECTS UPDATE

Payjay Motion: Approve Early Schedule with Amendments  
 Engineer Schram reviewed the proposed schedule for the 2019 Capital Improvement Project with the Board. Payjay proposes to start the work in May rather than in August as originally discussed. Kahler made the motion to finalize the proposed schedule as amended by Executive Director Crumb and Engineer Schram and to move forward with public notifications of the project which will include mailings, door hangers, and website links. Motion was seconded by Stoneburner. **Motion carried; all ayes.**

MTECH Quote Motion: Approve Purchase of Wireless Headsets  
 Crumb presented a quote and recommended purchase of wireless headsets for the field crew to improve safety. The wireless headsets will allow better communication in the field while also providing ear protection. Kahler made the motion to approve the purchase of the wireless headsets for an amount not to exceed \$5,800. Motion was seconded by Baker. **Motion carried; all ayes.**

56 Little Long Lake Dr Motion: Authorize WAI to Design Easement  
 Crumb, Stoneburner, and Harma met with Dr. Mastenbrook regarding concerns with the easement request and agreed that the first step would be to engage the Authority engineer in design and layout, including a survey of the boundaries of the private drive. Harma made the motion to authorize Wightman to design and layout the sewer easement including a survey of the boundaries of the private drive for an amount not to exceed \$6,000. Motion was seconded by Stoneburner. **Motion carried; all ayes.**

2858/2878 Burlington Motion: Authorize Crumb to Resolve Lead Issues  
 Crumb met with the homeowners at 2858/2878 Burlington to work out a resolution to a sewer connection issue. The homeowners have reached an agreement that allows a portion of the sewer for 2858 Burlington to remain on the property of 2878 Burlington until there is a sewer failure. If the sewer fails, 2858 Burlington will run a separate sewer connection on his property to his sewer lead. The homeowners will share this agreement with GLSWA once it is finalized. *As the sewer connection to the lead for 2878 Burlington presents a hardship (power pole), GLSWA will camera the sewer line to determine if the sewer line is acceptable.* **No Motion Needed.**

Open Full Time Position Motion: Approve Job Candidate William Bresson  
 Crumb reviewed the qualifications and made a recommendation to hire William Bresson for the open full time position at GLSWA. Stoneburner made the motion to authorize Crumb to hire William Bresson for the GLSWA open full time position under the terms discussed and to proceed with offering GLSWA assistance to municipalities affected by the loss of water operations coverage. Motion was seconded by Baker. **Motion carried; all ayes.**

9638 WGLD Ritz                      Email Sent Requesting Commitment per CIP Bid Costs  
Crumb sent an email to Mr. & Mrs. Ritz informing them that the contract for our 2019 Capital Improvement Plan which included the relocation of the sanitary sewer at their home had been awarded and requested a conference call to discuss the costs associated with the project and a date for commitment should they choose to move forward this year.

8774 N. 32<sup>nd</sup>/Woodland Terrace      Additional Site Plan Review by Richland Twp  
There is additional site plan review required for the Woodland Terrace project by Richland Township. Permits will be issued by KABA.

DEQ-Purge Well Discharge              Water Extension & Service Connection Meeting  
A meeting is scheduled for April 29 at 3:00 with James Baker to discuss water extensions, service connections, and any necessary ordinance changes.

Charleston Twp.              GP/Tetra Tech. Resumed Discussion Sewer Remediation  
Georgia Pacific and Tetra Tech have resumed discussions on Sanitary Sewer Main Remediation. A meeting is scheduled for April 30 at 2:00 p.m. Crumb is gathering cost information for this meeting.

12589 M-96                      Good Faith Estimate for Grinder Installation  
Ms. Brianna Bare was provided a Good Faith Estimate of \$13,600 for her sewer connection to the Augusta Forcemain. Crumb met with Augusta Village and they are open to an agreement for grinder pump connections to their forcemain. Crumb cautioned that we don't want to overburden customers with the cost to connect to sewer.

11581 Miller Drive                      Discovery of Another Home Connected to Sewer  
Charleston Township discovered through a FOIA another property that is connected to sewer but was not being billed by the City of Kalamazoo. The home is bank owned and is being sold. GLSWA will add it to the billing when the property is sold.

- Projects-Miscellaneous              2018-2019 Various Projects and On-Going Work
- Gull Lake Area Water Feasibility Study – WAI will provide a Public Education update next week
  - Gilmore Car Museum-GCM Board Decision to go with GLSWA. SWBCSWA did not release GCM from the current sanitary sewer district.
  - Riverview – Status Update from WAI: Project out to Bid; 85 REU's; Cooper Township reviewing Connection Fees
  - Gilmore Farms West – Update from WAI: moving forward with permits

Work Orders over \$750	Manager Plus Work Order System
Work Orders Past / Adjusted + Reactive (266-283)	
W.O. 273: 12565 E D Ave Lateral Repair	\$1,331.18
W.O. 283: 15626 S M43 Lateral Investigation	\$ 750.00

**OLD BUSINESS: On Going**

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

**FINANCIAL REPORT**

Financial Report / Bills Paid + Payable / Engineering Billing

A motion was made by Kahler and seconded by Harma to file the financial reports as presented and approve the standard bills paid through March 31, 2019. **Motion carried; all ayes.**

**CLOSING COMMENTS**

The Board Members and Jerry VanderRoest expressed appreciation to Crumb for attending their Board Meetings.

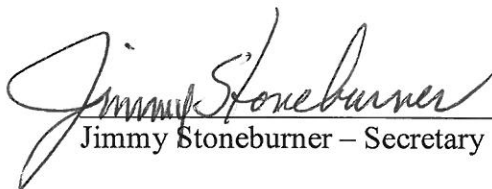
**ADJOURN.**

Chairperson Harma adjourned the meeting at 5:14 p.m.

NEXT MEETING:

WEDNESDAY, MAY 22, 2019, at 3:30 P.M.

Submitted for approval

  
Jimmy Stoneburner – Secretary