

Gull Lake Sewer & Water Authority

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MINUTES OF THE JANUARY 31, 2008 SPECIAL BOARD MEETING

Authority Board Meeting

1:00 P.M.

CALL TO ORDER/ ROLL CALL: Chairman Bither called the meeting to order at 1:00 p.m. Commissioners present were Jeff Bither, Jackie Light, Jim Stoneburner and Roger Turner arrived at 1:05 p.m.. None absent. Also present were Director Rich Pierson, Office Manager Anne Richmond, Engineer Tom Wheat, Attorney Ken Sparks, and guest Bob Oudsema, representing Hillcrest Development, LLC.

REVIEW AND SET THE AGENDA: Light made the motion to accept the agenda as presented. Motion was seconded by Stoneburner. **Motion carried; all ayes.**

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

NEW BUSINESS:

PROPOSED CONSTRUCTION AGREEMENTS/CONCEPTS:

Augusta Drive (Hillcrest Sewer):

Attorney Ken Sparks reviewed an alternative Paragraph 15. to the Sewer Agreement with Hillcrest Investment, LLC. This was accepted with slight modifications to the wording. Bob Oudsema agreed that conceptually we are there with the sewer agreement. *Oudsema to have his attorney review the document and meet with Ken Sparks to finalize.*

Hillcrest Water:

Pierson reviewed the concepts of the proposed Water Agreement with Hillcrest Investment, LLC and a tentative Indirect Connection Fee/ Payback Fee.

Pierson to consider input from the meeting, make any necessary revisions and forward Bendzinski (financial consultant) the proposed fees and rationale for review.

N. 30th Street Construction Easements

A motion was made by Turner and seconded by Light to enter into closed session with Turner, Light, Stoneburner, Bither, Pierson, Richmond, Wheat and Sparks present to review a real estate acquisition matter. **Motion carried; Roll Call Vote; all ayes.**

Closed session at 2:25 pm.

At 2:42 pm, motion by Stoneburner, seconded by Light to move back to open session.
Motion Carried, all ayes.

Gilmore Farms

Pierson informed the Board that Allen Edwin may be interested in funding and constructing the 30th Street gravity sewer to Gull Road in lieu of paying connection fees on their properties. Pierson and Richmond to outline the alternatives and make recommendation at the next Board Meeting.

Brooklodge Conference Center

Pierson reviewed the current billing of the Brooklodge Conference Center. We are currently billing them based on usage of 8034 gal/day, however, their consumption based on quarterly water meter readings has been tracking higher (13,115 gal/day, 14,813 gal/day, and 10,382 gal/day for quarters ending 7/02/07, 10/03/07, and 01/09/08 respectively). We are losing revenue. Since our contract with Augusta and the City of Kalamazoo requires we pay user fees, maintenance costs and future capital reconstruction costs to them based on metered flow, which in this case, is based on the incoming water meter (consumption), it is imperative that we charge for total gallons. Pierson wrote a letter to Brooklodge informing them of this situation and letting them know that we will be scheduling a rate increase in their sewer use charges to reflect the annual average consumption that is read quarterly on their consumption meter (minus gallons for flushing water pipes). Pierson also informed them that if they are able to minimize their future water consumption, their sewer use bill will respond accordingly (after the fact). A motion was made by Stoneburner and seconded by Turner to authorize Pierson to send this letter. **Motion carried; all ayes.**

Personnel Policy revisions

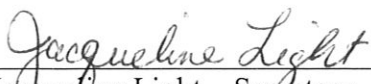
After discussion, Stoneburner made the motion to approve the revised Personnel Policy to become effective March 1, 2008. Motion seconded by Light. **Motion carried, all ayes.**

CLOSING COMMENTS

Due to time constraints, discussion on the Draft Sewer Ordinance and Preliminary Budget forecasts was deferred to the next regular Board Meeting.

ADJOURN MEETING TO FEBRUARY 21, 2008 at 1:00 p.m.: Chairman Bither adjourned the meeting at 3:05 pm

Submitted for approval


 Jacqueline Light – Secretary